

Public Document Pack



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Dr Gwynne Jones.
Prif Weithredwr – Chief Executive

CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL
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RHYBUDD O GYFARFOD	NOTICE OF MEETING
PWYLLGOR GWAITH	THE EXECUTIVE
DYDD MAWRTH 31 MAI 2016 10.00 o'r gloch	TUESDAY 31 MAY 2016 10.00 am
SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI	COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI
Swyddog Pwyllgor	Mairwen Hughes 01248 752516 Committee Officer

Annibynnol/Independent

R Dew, K P Hughes, H E Jones and Ieuan Williams (Cadeirydd/Chair)

Plaid Lafur/Labour Party

J A Roberts (Is-Gadeirydd/Vice-Chair) and Alwyn Rowlands

Aelod Democratiaid Rhyddfrydol Cymru /Welsh Liberal Democrat (Heb Ymuno / Unaffiliated)

Aled Morris Jones

COPI ER GWYBODAETH / COPY FOR INFORMATION

I Aelodau'r Cyngor Sir / To the Members of the County Council

Bydd aelod sydd ddim ar y Pwyllgor Gwaith yn cael gwahoddiad i'r cyfarfod i siarad (ond nid i bleidleisio) os ydy o/hi wedi gofyn am gael rhoddi eitem ar y rhaglen dan Reolau Gweithdrefn y Pwyllgor Gwaith. Efallai bydd y Pwyllgor Gwaith yn ystyried ceisiadau gan aelodau sydd ddim ar y Pwyllgor Gwaith i siarad ar faterion eraill.

A non-Executive member will be invited to the meeting and may speak (but not vote) during the meeting, if he/she has requested the item to be placed on the agenda under the Executive Procedure Rules. Requests by non-Executive members to speak on other matters may be considered at the discretion of The Executive.

Please note that meetings of the Committee are filmed for live and subsequent broadcast on the Council's website. The Authority is a Data Controller under the Data Protection Act and data collected during this webcast will be retained in accordance with the Authority's published policy.

A G E N D A

1 DECLARATION OF INTEREST

To receive any declaration of interest from any Member or Officer in respect of any item of business.

2 URGENT MATTERS CERTIFIED BY THE CHIEF EXECUTIVE OR HIS APPOINTED OFFICER

No urgent matters at the time of dispatch of this agenda.

3 MINUTES (Pages 1 - 6)

To submit for confirmation, the draft minutes of the meeting of the Executive held on 25th April, 2016.

4 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 7 - 18)

To submit the report of the Head of Democratic Services.

5 CORPORATE SCORECARD - QUARTER 4, 2015/16 (Pages 19 - 34)

To submit the report of the Head of Corporate Transformation.

6 REVENUE BUDGET OUTTURN 2015/16 (Pages 35 - 48)

To submit the report of the Head of Function (Resources)/Section 151 Officer.

7 CAPITAL OUTTURN REPORT 2015/16 (Pages 49 - 58)

To submit the report of the Head of Function (Resources)/Section 151 Officer.

8 ASSET MANAGEMENT POLICY AND PROCEDURES (Pages 59 - 88)

To submit the report of the Head of Highways, Waste and Property.

9 ANGLESEY'S INFORMATION, ADVICE AND ASSISTANCE BUSINESS HUB (Pages 89 - 94)

To submit the report of the Head of Children's Services.

10 COMMISSIONING BOARD FOR NORTH WALES (Pages 95 - 98)

To submit the report of the Head of Adults' Services.

11 PROGRESS REPORT ON THE NORTH WALES REGIONAL SAFEGUARDING BOARDS FOR CHILDREN AND OLDER PEOPLE (Pages 99 - 102)

To submit the report of the Head of Children's Services.

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12 REGIONAL PARTNERSHIP BOARD (Pages 103 - 110)

To submit the joint report of the Head of Children's Services and the Head of Adults' Services.

13 CONSULTATION ON TRAVELLER AND GYPSY SITES IN ANGLESEY - THE CONSULTATION PROCESS (Pages 111 - 220)

To submit the report of the Head of Housing Services in relation to the above.

- **Analysis of Consultation Responses - Holyhead Area**

To submit the report of the Head of Housing Services in relation to the above.

(Appendix and correspondence attached)

- **Analysis of Consultation Responses - Centre of the Island**

To submit the report of the Head of Housing Services in relation to the above.

(Appendix and correspondence attached)

- **Analysis of Consultation Responses - Menai Area**

To submit the report of the Head of Housing Services in relation to the above.

(Appendix and correspondence attached)

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THE EXECUTIVE

Minutes of the meeting held on 25 April, 2016

- PRESENT:** Councillor Ieuan Williams (Chair)
Councillor J. Arwel Roberts (Vice-Chair)
- Councillors Richard Dew Kenneth Hughes, Aled Morris Jones,
H. Eifion Jones, Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive
Assistant Chief Executive (Partnerships, Community and Service Improvement)
Head of Resources and Section 151 Officer
Head of Transformation (for item 10)
Head of Housing Services (for items 11 & 12)
Head of Democratic Services (for item 5)
Legal Services Manager (for item 8)
Housing Services Business Manager (for item 12)
Policy and Strategy Manager (for item 6)
Interim Scrutiny Manager (for item 7)
Housing Allocations Officer (MP) (for item 11)
Committee Officer (ATH)
- APOLOGIES:** None
- ALSO PRESENT:** Councillors John Griffith, Victor Hughes, Llinos Medi Huws, R. Meirion Jones,
Alun Mummery, Dylan Rees
-

1 DECLARATION OF INTEREST

No declaration of interest was received.

2 URGENT MATTERS CERTIFIED BY THE CHIEF EXECUTIVE OR HIS APPOINTED OFFICER

None reported.

3 MINUTES

The minutes of the previous meetings of the Executive held on 1 March, 2016 and 14 March, 2016 were presented for confirmation.

It was resolved that the minutes of the previous meetings of the Executive held on 1 March, 2016 and 14 March, 2016, be confirmed as correct.

4 MINUTES FOR INFORMATION

The draft minutes of the meeting of the Corporate Parenting Panel held on 7th March, 2016 were presented for the Executive's information.

It was resolved that the draft minutes of the meeting of the Corporate Parenting Panel held on 7th March, 2016 be noted.

5 THE EXECUTIVE'S FORWARD WORK PROGRAMME

The report of the Head of Democratic Services incorporating the Executive's Forward Work Programme for the period from May to December, 2016 was presented for the Executive's approval.

The Head of Democratic Services reported on the changes in the updated Work Programme as follows:

- Items 14, 22 and 24 are new to the Executive's Work Programme
- Items 1 and 2 are to be formally presented to the Executive on a date to be confirmed.
- Item 6 has been re-scheduled for consideration by the Executive at its May, 2016 meeting
- Item 13 has been re-scheduled for consideration by the Executive at its July, 2016 meeting
- Items 20 and 21 have been deferred from the September, 2016 to the October, 2016 meeting of the Executive.

It was resolved to confirm the Executive's updated Forward Work Programme for the period from May to December, 2016 as presented.

6 WELSH LANGUAGE POLICY

The report of the head of Democratic Services incorporating a new draft Welsh Language Policy (Appendix 1 to the report) was presented for the Executive's approval prior to its presentation for adoption by the County Council.

The Policy and Strategy Manager reported on the legislative background and why the Language Policy is being updated. The Welsh Language (Wales) Measure 2011 sets Standards of conduct relating to the Welsh language and these became effective on 30 March, 2016. The Officer said that the Council already complies with a significant number of the 160 standards through its current Welsh Language Scheme and that the scheme also goes further than the Welsh Language Standards in many areas. It is considered that the Council's current position in respect of the language should not be weakened by being restricted to complying with the Standards alone, and a draft language policy has therefore been developed which combines the Standards and the current Welsh Language Scheme.

The Chair informed the Executive that correspondence received on Friday, 22 April made proposals in respect of the policy; these will be considered and if found necessary, the Policy and Strategy Manager will be asked in consultation with himself as Portfolio Member for the Welsh Language to make revisions to the policy which will then be submitted to the Council.

It was resolved:

- **To approve the Language Policy and to authorise the relevant officers in consultation with the Portfolio Holder to complete any further editorial work on the draft policy before it is submitted to full Council.**
- **To recommend to the County Council that the Council's Welsh Language Policy be adopted as a matter of local choice and that the Council's Policy Framework be amended to reflect this as follows:**
 - **Delete "Welsh Language Scheme" from the list of those plans required by law to be adopted by the Council (part 3.2.2.1.1 of the Constitution)**
 - **Include the "Welsh Language Policy" under the list of those other plans and strategies which the Council decided should be adopted by the full Council as a matter of local choice (part 3.2.2.1.3) of the Constitution)**

7 FINAL REPORT OF THE SCRUTINY OUTCOME PANEL: DEBT MANAGEMENT

The final report of the Scrutiny Outcome Panel of the Corporate Scrutiny Committee which was tasked with examining in greater detail, debt write-offs and the management of debt within the Authority was presented for the Executive's consideration.

Councillor R. Meirion Jones, Chair of the Corporate Scrutiny Panel and Chair also of the Scrutiny Outcome Panel reported on the work of the Panel along with its findings and conclusions and the recommendations emanating therefrom. He said that the Corporate Scrutiny Committee had endorsed the report at its meeting held on 11 April, 2016 and that it would review the progress made within six months. The Interim Scrutiny Manager highlighted the recommendations in relation to the draft Policy document on debt management.

The Portfolio Member for Finance said that the situation with regard to managing debt is improving and that work to ensure further improvement is ongoing. He referred specifically to recommendation 1.3 (Head of Resources to ensure there is a strategy in place to improve income collection levels by introducing changes to current collection methods) and suggested it would be appropriate to request the Head of Resources to report back to the Executive in September, 2016 on progress thereon; likewise with regard to recommendation 2.2 (Develop an anti-poverty strategy to form an integral part of the Authority's debt management arrangements), the Head of Resources be asked to provide a progress report within the same timescale which would coincide with the Scrutiny Committee's intended six month review.

The Head of Resources reported on the work underway to update the Authority's income collection systems. The Officer said that a composite report covering progress on work in the short term to promote the take-up of advance payments as well as work for the longer term on connecting the payment system to the CRM system and on developing a strategy for delivering the changes as well as linking the debt management policy to other policies and work streams within the Authority will be brought to the Executive in September.

It was resolved:

- **To approve the Final Report together with its 3 main conclusions and 8 individual recommendations.**
- **That the Head of Function (Resources) report back to the Executive in September, 2016 on progress specifically with regard to responding to recommendations 1.3 and 2.2 of the Final Report.**

8 ANTI-SOCIAL BEHAVIOUR

The report of the Head of Council Business seeking the Executive's endorsement for the Council to adopt powers contained within the Anti-Social Behaviour, Crime and Policing Act 2014 and for their delegation to appropriate officers as listed was presented for the Executive's consideration.

The Executive Business Manager, Councillor Alwyn Rowlands reported that the adoption and delegation of the powers set out in the report will enable the Council to operate a fuller range of powers to deal with anti-social behaviour and associated problems.

It was resolved to recommend to full Council:

- **That it adopts powers contained in the Anti-Social Behaviour, Crime and Policing Act 2014 in respect of civil injunctions, community protection notices and orders, closure notices and orders, absolute ground for possession of dwelling houses, public spaces protection orders and premises closure orders.**
- **That it agrees to amend the scheme of delegation to officers in the Constitution to delegate the exercise of powers as adopted amongst the relevant Heads of Service as detailed in the report.**
- **That it authorises the Council's Head of Function (Council Business)/Monitoring Officer to make the necessary changes to the scheme of delegation to officers in the Constitution to reflect the adoption and delegations of the powers contained within the Act as provided for by the report.**

9 SYRIAN REFUGEES

The report of the Assistant Chief Executive (Partnerships, Community and Service Improvement) setting out the arrangements for the Isle of Anglesey County Council's participation in the Syrian Vulnerable Persons Relocation Scheme (SVPRS) was presented for the Executive's consideration.

The Portfolio Member for Housing and Social Services presented the report and commended the scheme to the Executive. The Assistant Chief Executive (Partnerships, Community and Service Improvement) and the Head of Housing Services elaborated on what participation in the scheme would mean for Anglesey and how the scheme would work including the funding available.

The Executive endorsed the Authority's proposed participation in the SVRPS and those sentiments were echoed by Councillor Llinos Medi Huws who confirmed the Opposition Group's full support for the scheme.

It was resolved:

- **To authorise officers to respond to the UK Government's Home Office that the Isle of Anglesey County Council would be willing to take part in the Syrian Vulnerable Persons Relocation Scheme (SVPRS) and provide suitable accommodation and support initially for up to 30 individuals or 10 families over the next 3 years. Year 1 will be accommodating up to a maximum of 10 individuals. Preference would be given to families with children of primary school age. The number and profile of families will be subject to the availability of suitable accommodation and capacity within relevant support services such as education, social care and health.**
- **To delegate strategic decision making regarding entering into agreements with the Home Office to facilitate the Isle of Anglesey County Council's participation in the SVRPS to the Assistant Chief Executive, in consultation with the Chief Executive.**
- **To delegate operational lead to the Head of Housing Services.**
- **To agree that the refugees be housed in private rented accommodation, depending on availability and suitability in the Menai area – more specifically Menai Bridge and Llanfairpwll areas.**
- **To work with the Home Office, Welsh Local Government Association, Welsh Government, neighbouring local authorities, North Wales Police, Department of Works and Pension, Betsi Cadwaladr University Health Board, the third sector including advice agencies, voluntary, charitable and religious organisations through Medrwn Môn and Coleg Llandrillo Menai to ensure a co-ordinated and effective regional approach, and joint-commissioning of support where necessary.**
- **That there be a report back to the Executive in 6 months on progress regarding the delivery of the resettlement and support programme.**

10 ANNUAL DELIVERY DOCUMENT (IMPROVEMENT PLAN) 2016/17

The report of the Head of Transformation incorporating the draft Annual Delivery Document (Improvement Plan) for 2016/17 was presented for the Executive's endorsement ahead of its presentation to the full Council.

The Executive's Business Manager, Councillor Alwyn Rowlands reported that the Delivery Document has been submitted to the Corporate Scrutiny Committee and the Committee's observations thereon have been noted. The document remains in draft format and is subject to further refinement prior to its submission to the Council.

The Portfolio Member for Finance emphasised the importance of the Authority's being able to ensure it can fully fund the Delivery Document.

It was resolved:

- **To authorise Officers through the Portfolio Holder to undertake the task of completing the final draft and to recommend the 2016/17 Annual Delivery Document's adoption by the full Council at its meeting to be held on 12th May, 2016.**
- **To confirm the deliverability of the Annual Delivery Document as a plan which identifies the work of the Council aligned to the priorities of the Corporate Plan scheduled for delivery during 2016/17.**

11 COMMON ALLOCATION POLICY

The report of the Head of Housing Services incorporating a proposed new Common Housing Allocation Policy (CHAP) was submitted for the Executive's approval.

It was resolved:

- **To note the outcome of the public consultation completed in March, 2016 and the anticipated agreement of the Council's Registered Social Landlord partners to the proposed Common Housing Allocation Scheme (CHAS)**

- To approve the proposed Common Housing Allocation Policy (CHAP) subject to adoption by the Council's registered Social Landlord (RSL) partners.
- To delegate authority to the Head of Housing Services to approve procedural guidance for staff governing housing allocation, and to approve implementation of the CHAS in the second quarter of 2016/17.
- To note the use made by the Housing Options Team of the intentional homelessness sanction since 1 July, 2015 when administering applications for help on grounds of homelessness under Part 2, Chapter 2 of the Housing (Wales) Act 2014, and the policy reasons for continuing to have regard to whether homeless applicants became homeless intentionally.
- To approve the continuing use by the Council of the intentional homelessness sanction when administering homeless applications.

12 LAWR Y DREF LLANAGEFNI BUSINESS CASE

The report of the Head of Housing Services setting out the business case for remodelling units 1-4 and 6-29 Llawr y Dref, Llangefni was presented for the Executive's consideration.

The Portfolio Member for Housing and Social Services reported on the background to the Llawr y Dref development and the current proposal. The Business Case for remodelling the scheme puts forward two options both of which propose re-designating the scheme to a general needs rented scheme because of the need for one bedroom units resulting from the Social Sector Size Criteria (commonly referred to as the bedroom tax) through the Welfare Reform agenda.

The Housing Services Business Manager referred to the waiting list for smaller housing units in Llangefni and to the situation at present at Llawr y Dref wherein 20 units are empty and are proving difficult to let. He said that Option 1 was the preferred option for the reasons given in the report. The Officer also confirmed that he would be consulting on the matter with Llangefni Town Council at a meeting on 9 May, 2016.

Councillor Dylan Rees speaking as a Local Member said that whilst he agreed there were too many voids in the Llawr y Dref complex he was concerned that the Business Case for its re-designation into a general housing scheme makes no reference to the risks of anti-social behaviour in this location. Councillor Dylan Rees also highlighted the lack of prior consultation on the options with the Town Council, the existing residents of Llawr y Dref and the Police Service, and he conveyed to the Executive issues which the Police had raised. He asked that a decision on the matter be deferred until such consultation had taken place, or else that a working group be established to include representatives of the Police and Local Members to draw up an action plan to seek to lessen the risks.

The Executive noted the Local Member's concerns but was minded to proceed because of the need to expedite the matter. The Executive sought assurances regarding consultation and the mitigation of risk; the Officers gave assurances with regard to managing the risks and elaborated on how this would be done. The Portfolio Member for Housing and Social Services emphasised that the Authority will be working in co-operation with the Police and that Local Members will be kept fully informed of what is being done.

Given that it is not foreseen the units will be let before November/December, 2016 the Chair requested that Officers endeavour to ensure in the meantime that there is consultation and co-operation with all interested parties in order to make the scheme successful.

It was resolved:

- To agree to a change of designation of units 1- 4 and 6 - 29 at Llawr y Dref, Llangefni from a sheltered housing scheme aged 60+ to a general needs housing scheme as per Option 1 of the report.
- That minor works be carried out to remodel the internal space of the units to maximise the internal floor area available as well as fitting new kitchens in the units to make them more attractive to tenants.
- To improve the communal areas within Blocks A and B to include the provision of a communal room and to improve and upgrade the fire safety equipment, as well as undertaking external works such as painting and landscaping the garden in order to improve the external appearance of the building.

- **To offer a menu of choices for furnishing the flats to the value of £500 for tenants moving into the scheme as their first home, or pay for the removal costs of any tenant moving into the scheme as a result of being affected by the Social Sector Size Criteria (commonly referred to as the bedroom tax) in their current home.**

**Councillor Ieuan Williams
Chair**

DRAFT

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	31 May 2016
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Ieuan Williams
Head of Service:	Lynn Ball Head of Function – Council Business / Monitoring Officer
Report Author: Tel: E-mail:	Huw Jones, Head of Democratic Services 01248 752108 JHuwJones@anglesey.gov.uk
Local Members:	Not applicable

A –Recommendation/s and reason/s
<p>In accordance with its Constitution, the Council is required to publish a forward work programme and to update it regularly. The Executive Forward Work Programme is published each month to enable both members of the Council and the public to see what key decisions are likely to be taken over the coming months.</p> <p>The Executive is requested to:</p> <p>confirm the attached updated work programme which covers June 2016 – January 2017;</p> <p>identify any matters subject to consultation with the Council's Scrutiny Committees and confirm the need for Scrutiny Committees to develop their work programmes further to support the Executive's work programme;</p> <p>note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.</p>

* Key:
Strategic – key corporate plans or initiatives
Operational – service delivery
For information

B – What other options did you consider and why did you reject them and/or opt for this option?

-

C – Why is this a decision for the Executive?

The approval of the Executive is sought before each update is published to strengthen accountability and forward planning arrangements.

D – Is this decision consistent with policy approved by the full Council?

Yes.

DD – Is this decision within the budget approved by the Council?

Not applicable.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	The forward work programme is discussed at Heads of Service meetings ('Penaethiaid') on a monthly basis (standing agenda item). It is also circulated regularly to Corporate Directors and Heads of Services for updates.
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	Not applicable.
10	Any external bodies / other/s	Not applicable.

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Strategic – key corporate plans or initiatives

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For information

2

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	
FF - Appendices:		
The Executive's Forward Work Programme: June 2016 – January 2017.		

G - Background papers (please contact the author of the Report for any further information):

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16



The Executive's forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months.

Executive decisions may be taken by the Executive acting as a collective body or by individual members of the Executive acting under delegated powers. The forward work programme includes information on the decisions sought, who will make the decisions and who the lead Officers and Portfolio Holders are for each item.

It should be noted, however, that the work programme is a flexible document as not all items requiring a decision will be known that far in advance and some timescales may need to be altered to reflect new priorities etc. The list of items included is therefore reviewed regularly.

Reports will need to be submitted from time to time regarding specific property transactions, in accordance with the Asset Management Policy and Procedures. Due to the influence of the external market, it is not possible to determine the timing of reports in advance.

The Executive's draft Forward Work Programme for the period **June 2016 – January 2017** is outlined on the following pages.

* *Key:*

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
June 2016						
1	The Executive's Forward Work Programme (S) Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 20 June 2016
2	Establishment of the Anglesey Public Services Board To make a decision regarding joint working, in accordance with the Wellbeing of Future Generations (Wales) Act 2015.	This is a matter for the full Executive as it will provide a direction with regard to joint strategic work.	Improving Partnerships, Communities and Services	Dr Gwynne Jones Chief Executive Cllr Ieuan Williams		The Executive 20 June 2016
3	Revenue / Capital – 2015/16 Final Accounts	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 20 June 2016
4	Review of the Schools Modernisation Strategic Programme	The approval of the full Executive is requested to review the schools modernisation strategic programme.	Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	23 May 2016	The Executive 20 June 2016

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
5	Additional Learning Needs – Revised partnership arrangements between Anglesey and Gwynedd	Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes		The Executive 20 June 2016	
6	Purchase of land to improve the A5025 Approval.	Highways, Waste and Property	Dewi Williams Head of Highways, Waste and Property Cllr J Arwel Roberts	11 July 2016	The Executive 20 June 2016	
7	Community Asset Transfer of Holyhead Park Approval.	Regulation and Economic Development Highways, Waste and Property	Dylan Williams Head of Regulation and Economic Development / Dewi Williams Head of Highways, Waste and Property Cllr Richard Dew Cllr J Arwel Roberts		The Executive 20 June 2016	
July 2016						
8	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 18 July 2016	

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
9 Transformation of the Culture Service To decide on the options to implement following public consultation and expressions of interest.	A decision is requested from the Executive on the preferred options for implementation in Stage 2 of the transformation programme (from April 2016).	Lifelong Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	11 July 2016	The Executive 18 July 2016	
10 Annual Report of the Statutory Director of Social Services (S) Endorsement of report for submission to Council.	This is a public report on the performance and priorities of Social Services within the Council's statutory arrangements. It is expected that there is ownership and understanding of the work programme, successes and challenges across the Council's work. It would not be appropriate, considering the public requirement, that the report is restricted to the attention of the portfolio holder only.	Social Services	Caroline Turner Assistant Chief Executive – Governance and Business Process Transformation Cllr Aled Morris Jones	11 July 2016	The Executive 18 July 2016	27 September 2016

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
11 New Destination Anglesey Management Plan 2016 - 2020 Approval.	The approval of the Executive is sought for a new Destination Management Plan for the Island.	Regulation and Economic Development	Dylan Williams Head of Regulation and Economic Development Cllr Ieuan Williams		The Executive 18 July 2016	
September 2016						
12 The Executive's Forward Work Programme (S) Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 19 September 2016	
13 Welsh Language Strategy Approval of a language strategy for the island.	The full Executive is requested to make a recommendation to full Council as the document sets a strategic direction for the Welsh language in Anglesey.	Improving Partnerships, Communities and Services	Annwen Morgan Assistant Chief Executive – Improving Partnerships, Communities and Services Cllr Ieuan Williams		The Executive 19 September 2016	27 September 2016
14 Annual Performance Report - 2015/16 (S) Approval of report and recommendation to full Council.	Forms part of the Council's Policy Framework - a collective decision is required to make a recommendation to the full Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation Cllr Alwyn Rowlands		The Executive 19 September 2016	27 September 2016

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
15 Corporate Scorecard – Quarter 1, 2016/17 (S) Quarterly performance monitoring report.	This is a matter for the full Executive as it provides assurance of current performance across the Council.	Corporate Transformation	Scott Rowley Head of Corporate Transformation Cllr Alwyn Rowlands	12 September 2016	The Executive 19 September 2016	
16 2016/17 Revenue and Capital Budget Monitoring Report – Quarter 1 (S) Quarterly financial monitoring report.	This is a matter for the full Executive as it provides assurance of current financial position across the Council.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	12 September 2016	The Executive 19 September 2016	
17 Final Report of the Scrutiny Outcome Panel: Debt Management Progress report on responding to recommendations 1.3 and 2.2 of the Final Report.	This is a matter for the full Executive in accordance with its decision on 25 April 2016.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones		The Executive 19 September 2016	
October 2016						
18 The Executive's Forward Work Programme (S) Approval of monthly update.	The approval of the full Executive is sought to strengthen forward planning and accountability.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 17 October 2016	

* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

	Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
19	Syrian Refugees Progress report regarding the delivery of the resettlement and support programme.	This is a matter for the full Executive in accordance with its decision on 25 April 2016.	Housing	Shan LI Williams Head of Housing Services Cllr Aled Morris Jones		The Executive 17 October 2016	
20	Transformation of Library Service Following statutory consultation, decide on the structure and nature of the service from April 2017 onwards.	The decision of the full Executive is sought with regard to the preferred model for the libraries service from April 2017.	Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	26 September 2016	17 October 2016	
21	Transformation of the Youth Service	The decision of the full Executive is sought with regard to the preferred model for the youth service from April 2017.	Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	26 September 2016	The Executive 17 October 2016	
November 2016							
22	2017/18 Budget (S) To finalise the Executive's initial draft budget proposals for consultation.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Council Business	Marc Jones Head of Function – Resources / Section 151 Officer Cllr Hywel Eifion Jones	14 November 2016	The Executive 7 November 2016	

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: June 2016 – January 2017

Updated 19.05.16

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
23	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 28 November 2016	
24	Full Business Case for New School at Bro Rhosyr/Bro Aberffraw Approval of business case.	Learning	Delyth Molyneux Head of Learning Cllr Kenneth P Hughes	14 November 2016	The Executive 28 November 2016	
December 2016						
25	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 19 December 2016	
January 2017						
26	The Executive's Forward Work Programme (S) Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services Cllr Ieuan Williams		The Executive 23 January 2017	

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ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	CORPORATE SCRUTINY COMMITTEE / EXECUTIVE
DATE:	May 23rd / May 31st 2016
SUBJECT:	SCORECARD MONITORING REPORT - QUARTER 4 (2015/16)
PORTFOLIO HOLDER(S):	COUNCILLOR ALWYN ROWLANDS
HEAD OF SERVICE:	SCOTT ROWLEY
REPORT AUTHOR: TEL: E-MAIL:	GETHIN MORGAN 01248 752111 GethinMorgan@anglesey.gov.uk
LOCAL MEMBERS:	n/a

A - Recommendation/s and reason/s	
1.1	This is the final scorecard of the financial year 2015/16.
1.2	It portrays the position of the Council against its operational objectives as outlined and agreed collaboratively between the Senior Leadership Team / Executive and Shadow Executive for 2015/16.
1.3	The Committee is requested to scrutinise the scorecard and note the areas which the Senior Leadership Team are managing to secure improvements into the future. These can be summarised as follows –
1.3.1	People Management -
1.3.1.1	To continue to further embed good management processes and practices with regards to sickness management in order to decrease short term sickness rates further and an increased focus and analysis on long term cases which can be influenced.
1.3.1.2	To improve the undertaking of ARMs within timescales as to further improve on our sickness rates, costs and management as a Council.
1.3.1.3	To present policy expectations at forthcoming Managers conference with a sharing of good practice across services.
1.3.1.4	To commission the Wales Audit Office (WAO) to audit absence management policies and procedures during June 2016 with a receipt of findings in Q2.

<p>1.3.2 Financial Management – through the SLT, commentary and discussion re; financial issues are to be noted from the end of year finance report considered at this meeting.</p> <p>1.3.3 Performance Management – underperformance against indicators is recognised and managed through the mitigation measures noted to aide improvement during 2016/17.</p> <p>1.3.3.1 To hold a workshop with the Executive and Shadow Executive during Q1 to confirm relevant indicators for inclusion on the 2016/17 scorecard and</p> <p>1.3.3.2 To revise associated 16/17 targets to ensure they are challenging yet achievable and</p> <p>1.3.3.3 Where targets are not met that an improvement year on year is the minimum expectation</p> <p>1.4 The Committee is asked to accept the mitigation measures outlined above.</p>		
B - What other options did you consider and why did you reject them and/or opt for this option?		
n/a		
C - Why is this a decision for the Executive?		
This matter is delegated to the Executive		
CH - Is this decision consistent with policy approved by the full Council?		
Yes		
D - Is this decision within the budget approved by the Council?		
Yes		
DD - Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	This was considered by the SLT at their meeting on the 17th of May and their comments are reflected in the report
2	Finance / Section 151 (mandatory)	No further comment
3	Legal / Monitoring Officer (mandatory)	No further comment
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Scrutiny	
8	Local Members	
9	Any external bodies / other/s	
E - Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	

6	Outcome Agreements	
7	Other	
F - Appendices:		
Appendix A - Scorecard Monitoring Report – Quarter 4, 2015/16 & Scorecard		
FF - Background papers (please contact the author of the Report for any further information):		
<ul style="list-style-type: none"> • 2015/16 Scorecard monitoring report - Quarter 3 (as presented to, and accepted by, the Executive Committee on 14th March 2016). 		

APPENDIX A: SCORECARD MONITORING REPORT – QUARTER 3 (2015/16)

1. INTRODUCTION

- 1.1 One of the Council's aims under the Wales Programme for Improvement is to secure the means by which continuous improvement can be evidenced and presented across the board. To that end, on an annual basis, a performance report has been drafted and published at the end of October, which demonstrates progress.
- 1.2 This scorecard was developed in parallel to identify and inform Council leaders of progress against indicators which explicitly demonstrates the successful implementation of the Council's day to day work and assists in providing the evidential base from which the performance report is drafted.
- 1.3 The scorecard continues to develop and embed, reflecting those changes that have been undertaken to traditional systems and practices within the Council. This year's indicators included within the scorecard (similar to last year) have been decided through a process of engagement and consultation with the Penaethiaid, Senior Leadership Team, the Executive and Shadow Executive.
- 1.4 The scorecard (Appendix 1) portrays the position at the end of 2015/16 and will be considered further by the Corporate Scrutiny Committee and the Executive during May.

2. CONSIDERATIONS

- 2.1 This is the third year of collating and reporting performance indicators in a co-ordinated manner. The Council is now seeing trends establish themselves with regards to a number of those indicators and SLT / Scrutiny and Executive comments are having an impact on operational delivery.
- 2.2 Overall, the scorecard demonstrates that the Authority as a whole is improving with the majority of indicators showing success against targets (green).

2.3 PEOPLE MANAGEMENT

- 2.3.1 Absence Management has been an area where considerable scrutiny (both Officer and Member) has happened over the past year.

2.3.2 In Q4, with regard to Absence Management, performance showed a slight decline (3.29 Days Sick per FTE) in performance when compared to the same period in 2014/15 (3.20 Days Sick per FTE).

2.3.3 This along with the underperformance in the year means that we have an overall sickness rate of 11.68 Days Sick per FTE which equates to 0.15 Days Sick per FTE worse than 2014/15 (11.53 Days Sick per FTE).

2.3.4 This amounts to 1.68 Days Sick per FTE over the corporate target of 10 Days Sick per FTE as illustrated in Table 1 below.

Sickness absence - average working days/shifts lost

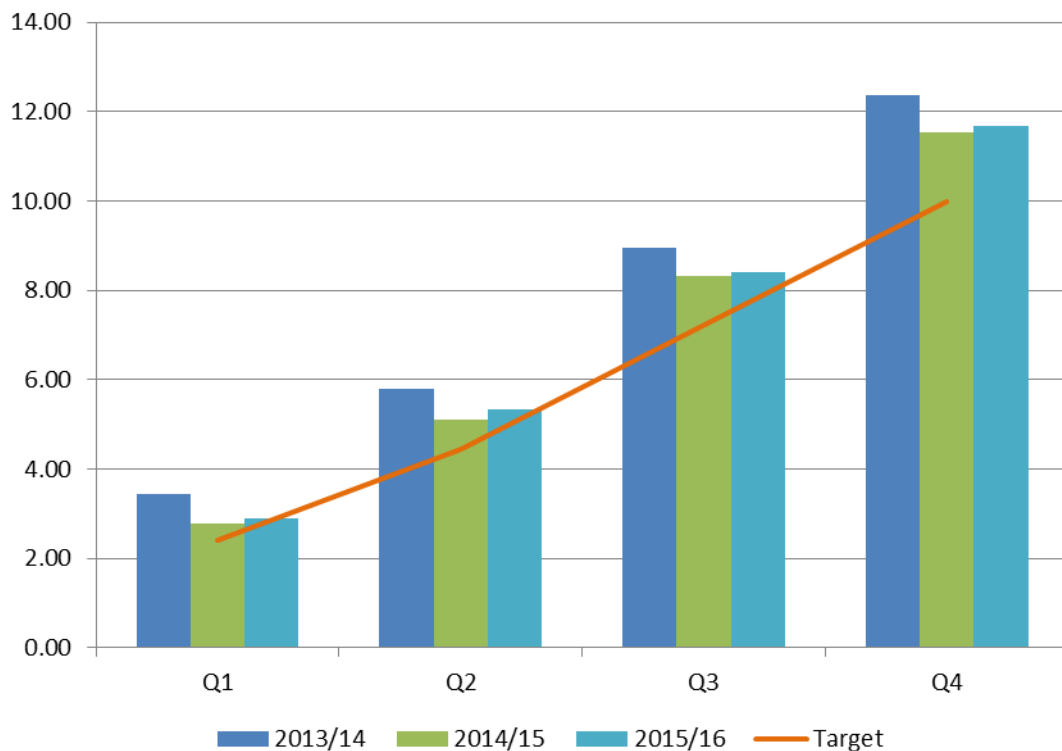


Table 1

2.3.5 Our short term sickness for Quarter 4 (3383 days) improved from the same period last year (3887 days). The recommendations agreed (in previous reports) and enacted upon to tackle short term sickness continue to show improvement and can be evidenced in Table 2 below.

SHORT TERM SICK DAYS

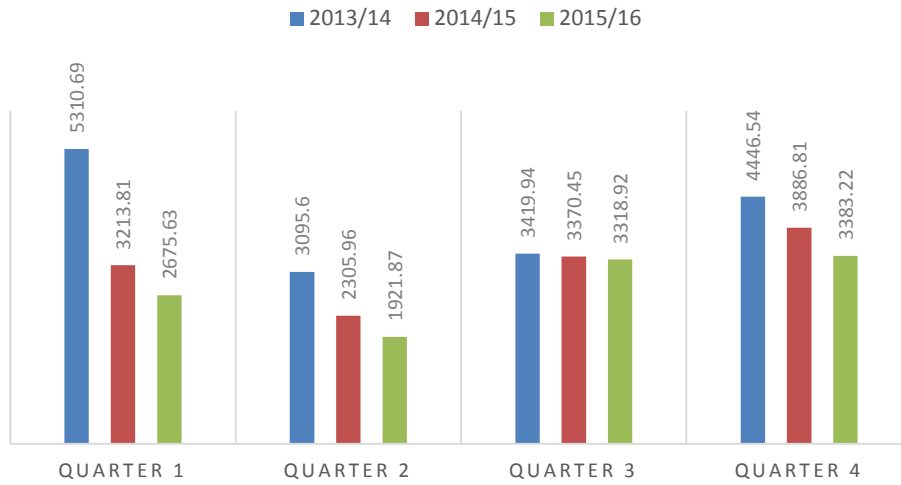


Table 2

- 2.3.6** Short term sickness for the year now equates to 4.9 Days Sick per FTE, an improvement of 0.6 Days Sick per FTE on the 2014/15 result of 5.5 Days Sick per FTE.
- 2.3.7** Analysis of the associated data shows that one of the main reasons for not achieving our corporate target was due to Long Term Sickness rates which are increasing. During Q4 we saw an approximate 4,100 working days lost due to long term sickness as noted in Table 3 below.

LONG TERM SICK DAYS

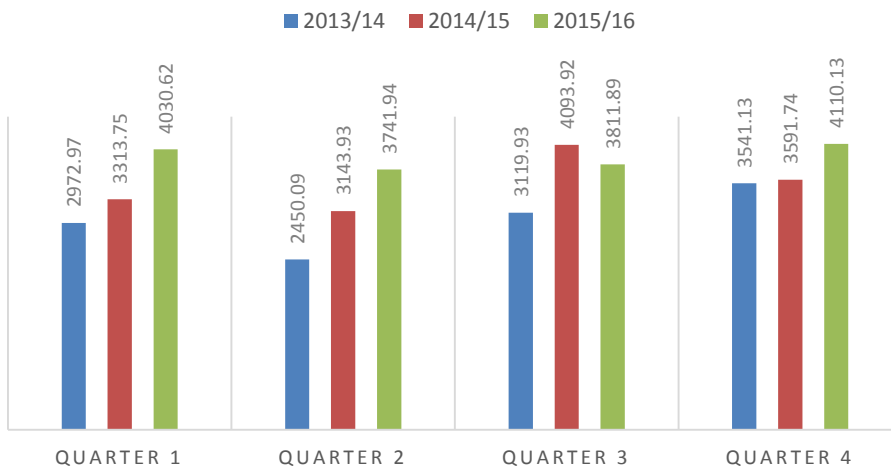


Table 3

- 2.3.8** In Q3, there was evidence that improvement work on Long Term sickness undertaken in Q2 and Q3 had seen an improvement for the first time this year compared to 2014/15. This improvement has not continued into Q4 where an

additional 500 long term sickness days have been taken compared to the same period in 2014/15 which is an increase of 300 extra days from Q3.

2.3.9 Further analysis correlated to 2.3.6, reveals that an extra 41 Long Term Sickness cases were identified during Q4 with a total at the end of March (130) compared to the end of December (89). This is an increase of 29 cases from the same period in 2014/15 (101).

2.3.10 The overall picture does demonstrate poor performance in comparison with previous years and the rest of Local Authorities in Wales where it is evidenced that our performance will continue to be placed in the lower quartile and perhaps worsen our overall position.

2.3.11 Associated with sickness rates is the 'management' of sickness. An integral part of the management process within the Council is staff's compliance with corporate sickness policies which include return to work interviews and attendance review meetings (*indicators 4 and 6 respectively on scorecard*).

2.3.12 Further work has been undertaken during Q4 with regards to the ensuring the Attendance Review Meetings (ARMs) are completed. At the time of writing this report data was only available up to the end of February. There have been 209 members of staff that have hit the trigger point for an ARM, while 120 (57%) have been completed. Of the 120 completed ARMs only 35 (17% of those that hit trigger points) were held within the timeframe.

2.3.13 The SLT therefore recommends –

2.5.11.1 To continue to further embed good management processes and practices with regards to sickness management in order to decrease short term sickness rates further and an increased focus and analysis on long term cases which can be influenced.

2.5.11.1 To improve the undertaking of ARMs within timescales as to further improve on our sickness rates, costs and management as a Council.

2.5.11.1 To present policy expectations at forthcoming Managers conference with a sharing of good practice across services.

2.5.11.1 To commission the Wales Audit Office to audit absence management policies and arrangements during June 2016.

2.3.14 The '% of staff with a Disclosure Barring Service (DBS) Certificate' (item 14 on the people management section) now includes data from all services and is, at the time of writing this report, showing 97.5% of staff have a DBS in place. The remaining 2.5% of staff are in the process of applying for a DBS or are currently not in work due to sickness or maternity leave.

2.4 FINANCIAL MANAGEMENT

2.4.1 The overall projected financial position for 2015/16 on budgets controlled by services is an underspend of £1,756k. This is a significant improvement on the forecast underspend of £376k which was reported during quarter 3. A number of items are excluded from the service budgets, as expenditure against these headings are outside the control of the services. After taking into account these

items, the overall underspend for the Council increases to £1,849k and it is this sum that is available to be transferred to the Council's General Balances.

- 2.4.2** During the financial year the Executive approved a transfer of £476k from the Council's General Reserves to fund the overspend on Children's Services due to the significant demand on the Looked-after-Children budget. In addition, the Executive also approved to transfer the following from Earmarked Insurance Reserves: up to £350k as required for highways flood damage and £250k for repairs following storm damage to leisure centre roofs.
- 2.4.3** The largest variance was £968k underspend. It was projected at quarter 3 that the year-end was expected to be an underspend of £248k for the year as a whole. The main reason for the underspend is an accounting transfer for an amount of £262k from the balance sheet to revenue relating to a prior-year over-provision. This is a one-off windfall for 2015/16 only and a reduction in the required Insurance Reserve has resulted in a movement from restricted reserves to general balances £598k.
- 2.4.4** It is important to note that these figures are provisional until the completion of the external audit.

2.5 PERFORMANCE MANAGEMENT

- 2.5.1** The scorecard for Performance Management has been amended for 2015/16 to show performance against indicators requested by the Senior Leadership Team, Executive and Shadow Executive. The following provides the narrative against the challenges and drive needed to further succeed in 2015/16.
- 2.5.2** The scorecard for Performance Management has also been amended for this quarter to show performance against a year on year trend. This has been completed for two reasons –

2.4.2.1 to ease analysis

2.4.2.2 demonstrate improvements

It can be seen from these trends that 12 of the indicators have improved while 14 have declined

- 2.5.3** At the end of the year we note that 7 indicators are RED against their annual target for the year and 3 indicators which are AMBER.
- 2.5.4** One indicator within Adult Services continues to be AMBER on the scorecard from Q3 –
- (i) *03 - LI/018b - the % of carers of Adults who requested an assessment or review that had an assessment or review in their own right during the year* which shows as **AMBER** on the scorecard. The result for the year (90.8%) is below the target of 93%, it is however an improvement on the Q3 performance of 86.2% and also shows that the mitigating actions from the Q3 Scorecard Report made a difference. Since April 2015 a total of 564 requested an assessment or where due review and 512 of these were assessed. 52 are awaiting assessment or review.

Mitigation - A list of outstanding reviews and assessments as well as future reviews have been passed to the carers team to action

2.5.5 Three indicators within Childrens Services shows as **RED** –

- (i) *SCC/025 – the % of statutory visits to looked after children due in the year that took place in accordance with regulations* Q4 – 82.79 Target – 100% **RED**. This is a decline on the performance of 86.54% in Q3. This indicator was also discussed in the Q3 Scorecard Report.

The number of children looked after has increased by 23% over the year, therefore a number of visits have been late because of this increase in demand. Unfortunately the resources within the service has found it difficult to maintain targets. This has been further exacerbated by staff ill health.

This performance would see us move from the upper quartile to the Lower Quartile nationally based on 14/15 results.

. **Mitigation** to improve these standards for 2016/17 are as follows –

- Additional finance has been agreed for 2016/17 to meet the demand on the service
- Sickness absence / Annual leave to be continually managed via the corporate policies and procedures with monthly updates recorded.
- The trackers system to continue to be used weekly and system to be devised to ensure visits are completed when staff are on leave or there are sickness absences.

- (ii) *SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required; Q4 – 68.18% Target – 90%, RED*. This is down when compared with a performance of 79.17% during Q3 when it was Amber on the Scorecard.

The After-Care Officer responsible for pathway plans has been on long term sick and some of the young people also refused the service.

This performance will again see us in the lower quartile nationally based on 14/15 results.

Mitigation – to improve these standards into the new financial year

- A review of the after-care service is to be undertaken during Q1 2016/17
- (iii) *SCC/043a: The % of required core assessments completed within 35 working days; Q4 – 73.38%, Target 85, RED*. This result is down on the performance of 76.29% in Q3 where it was discussed in the Q3 Scorecard Report.

The number of our children under a Child Protection Plan has now increased by 100% since April, resulting in a 23% increase of children in local authority care, therefore the number of required core assessments has also increased. Unfortunately the resources within the service has

found it difficult to maintain targets. This has been further exacerbated by staff ill health

Mitigation – to improve these standards during 2016/17 the following will continue to be actioned –

- Team Managers to remind staff of related timescales, individual staff members to be addressed via reflective discussions and the tracker system to be updated.
- Additional finance has been agreed for 2016/17 to meet the demand on the service

2.5.6 Two indicators within Learning continues to show an underperformance from Q3 –

- (i) 18 – LCL/004: The number of library materials issued during the year is AMBER on the scorecard with a performance of 284k issues compared to a target of 305k issues.

Library materials issued are under target and slightly down on 2014/15 figures but the library service has set a high target (above last years performance) as a mechanism for improvement. This is challenging given the economic and staffing realities. These figures exclude e-resources which are increasing.

Mitigation – to improve the issues during 16/17 the service will –

- Continue to promote reading and borrowing through engaging in Reader Development Activities.

- (ii) 13 – Number of days lost to temporary exclusion – Secondary is RED on the scorecard with a performance of 173 days lost compared to the annual target of 94 days lost.

There have been serious incidents in 3 schools over the period where one incident in a school resulted in 9 days of temporary exclusion. The Education Officer has carried out awareness-raising sessions with the schools within the year and has given additional resources where needed.

Mitigation – to improve matters into the future

- The Education Officer will visit the schools to undertake a follow up visit to the awareness-raising sessions.

2.5.7 One indicator continues to show an underperformance from Q3 in Q4 within Economic & Community Regeneration –

- (i) 19 – LCS/002b – *The number of visits to local authority sport and leisure centres during the year where visitors will be participating in physical activity* is **RED** on the scorecard. The result of 458k against a target of 540k.

Participation numbers are lower than anticipated however the service set a challenging target at the start of the year. Severe weather has also impacted

upon Leisure Centre Participation figures during Q4 with closure of some facilities in 3 of our Leisure Centres.

This performance is likely to see us in the lower quartile based on 14/15 results

Mitigation – the following will be implemented into the new financial year:

- It is expected that the number of participants at Leisure Centres for 2016/17 will have increased as a result of the offer of new classes and Direct Debit Packages

2.5.8 Three indicators within the Housing Service shows an underperformance, all of which were discussed in the Q3 Scorecard Report –

- (i) 20 - % of tenants satisfied with responsive repairs; Q4 – 89.5%, Target 92%; **AMBER**

This performance indicator has been stable throughout the year. Training for all operatives on the completion of Tennant Satisfactory Questionnaires (TSQs) is on-going. There is greater emphasis on collecting TSQs by the workforce to ensure the capture of data and improvement in the KPI return. Trend for the performance indicator is up, this trend should continue into the new financial year.

Mitigation –

- A review of all operatives' returns will be carried out and further Tool Box Talks (TBT) arranged to ensure data is correctly captured
- A welsh language questionnaire will be available during 2016/17

- (ii) 21 – Average number of housing repair jobs completed per operative per day; Q4 – 3.4, Target – 6; **RED**

Format for capturing number of jobs completed is under review as void property and day to day multi trade/multi Schedule of Rates orders are currently counted as single jobs within the KPI calculation. In addition cyclical servicing works orders are not contained within the calculation for the KPI.

Mitigation – This KPI should be reviewed to see if it should be collected as the data is not accurate and another KPI is seen as a better indicator of productivity (scorecard PI 22 – Productivity of workforce - % of time which is classified as productive)

- (iii) The average no. of calendar days to let lettable units of accommodation (excluding DTL's); Q4 – 33.7, Target – 25; **RED**

We are continuing to see improvement in the allocation process, and identifying areas which impact the figures. Stepped targets are in place together with an amendment to the working void data base. This enables us to monitor void days on a daily basis, enabling us to intervene much earlier if a problem occurs and reduce the void period. We are confident that this process does work and there is a clear improvement in the joint up working with the housing management team at Gaerwen.

Mitigation – to improve this for 2016/17 the following will be actioned -

- Continue to review all allocations during the weekly Voids group and continue to monitor performance

2.5.9 Whilst the remaining indicators are all ragged GREEN within the performance management section it should be noted that this does not mean that our position on a national basis will improve across all areas. Based on 14/15 quartile results we would achieve a change in quartile for 8 of our indicators –

2.4.9.1 – 7 of which would improve on their 14/15 quartile result

2.4.9.2 – 1 of which would see a decline

2.5.10 Whilst this is a positive story overall, we will not know how we have performed in comparison with others until the results for 15/16 are published in September. The overall picture will be articulated in the body of our Annual Performance Report, to be considered by the Corporate Scrutiny Committee and the Executive prior to adoption by the Council in the autumn.

2.5.11 A large amount of the indicators have hit their targets for the year. This is encouraging, however around half (14) of the indicators which were also measured last year have declined in performance. If we are to progress and improve our standing as an achieving Council, **the SLT recommends** –

2.5.11.1 To hold a workshop with the Executive and Shadow Executive during Q1 to confirm relevant indicators for inclusion on the 2016/17 scorecard and

2.5.11.2 to revise associated 16/17 targets to ensure they are challenging yet achievable and

2.5.11.3 where targets are not met in the year that an improvement year on year is the minimum expectation.

2.5.12 Programme boards were also re-established during Q4. There are now 2 Transformation Programme Boards -

2.5.12.1 *Partnerships, communities and Service Improvement* – which develops the principle of “place”, promotes partnerships and improves services provided for Anglesey citizens; and

2.5.12.2 *Governance and Business Process Transformation* – which concentrates on transforming internal processes, and on internal management and governance arrangements

2.5.13 During the year the scorecard has also monitored 4 programmes/projects. An update from these can be seen below:

2.5.14 *School modernisation* – Building work has commenced on Ysgol Cybi with a provisional opening date of April 2017. Ysgol Rhyd y Llan is expected to commence building work in Q1 2016 with a provisional opening date of June 2017. Work has been underway to identify sites for a new school in the Bro Rhosyr / Bro Aberffraw area, these will be cut down and a final site will be agreed during the first half of 2016/17.

2.5.15 *Adult Social Care Programme* – The programme has now been amended to reflect the changing strategy and new arrangements are being established to drive delivery.

2.5.16 *Leisure Transformation Project* – A new brand called MônActif was launched during the year. It is now possible for a parent to track online how their child is developing

in their swimming lessons. A restructuring of the leisure service has been completed. Wifi is now available in all leisure centres and new classes and direct debit payment options have been made available to customers.

2.5.17 *Library, Culture and Youth Transformation Programme* – The Library service have been in consultation to agree on the future use of the library service provision for the island. The Executive agreed in February 2016 to move on to stage 2 of the consultation process which will detail the agreed areas to focus on. The Youth Service have also been consulting on the future of the service and will be finalising options from the initial consultation for further consideration by service users during Q2 of 2016/17. The Culture service are currently inviting organisations, businesses and individuals to come forward during Q1 with ideas on the future running of some of our heritage sites.

2.6 CUSTOMER SERVICE

2.6.1 Regarding Customer Complaints Management, by the end of Q4 59 Complaints were received and 5 Stage 2 Complaints in Social Services. All of the complaints have received a response and of these complaints 14 were upheld in full, 7 were partially upheld whilst the remaining 38 were not upheld.

2.6.2 There were 261 concerns recorded this year and of these concerns 207 related to Waste Management, 15 for Planning, 11 for Resources, 12 for Housing, 10 for Education, 5 for Leisure and 1 for Highways. The majority of the Waste Management concerns relates to phone calls not being answered due to staffing shortages.

2.6.3 In the Q3 Scorecard Report it was noted that a review of Waste Management Customer Services was undertaken to ascertain why there are a high number of concerns and also identify suitable solutions to the issues affecting its' current performance. Positive discussions were held during Q4 with regards to some of the solutions identified in the review and the agreed solutions will be implemented during 2016/17.

2.6.4 The % of FOI requests responded to within timescale performed at 67% at the end of Q4 compared to 65% for the same period in 2014/15. It should be noted that this is still some way short of the target of 80%.

2.6.5 There were 854 FOI requests to the council during the year with a total of 3357 questions needing to be responded to within timescale. This result is very similar to the 894 requests and 3541 questions needing to be responded to in 2014/15.

2.6.6 During the year the Tenant Auditing Group (TAG) undertook an audit of the Council as part of the Customer Service Excellence Project. The aim of the mystery shop was to ensure all services within the council are adhering to the Customer Care Charter.

2.6.7 The Customer Service Excellence Boars have accepted the recommendations from the audit and have agreed a process to action the recommendations.

2.6.8 The Council now have a new process within services to ensure that the way we respond to letters is professional and replicated throughout. The remaining recommendations will be implemented over the next few months as part of the Customer Service Excellence project.

3. RECOMMENDATIONS

3.1 The Committee is requested to scrutinise the scorecard and note the areas which the Senior Leadership Team are managing to secure improvements into the future. These can be summarised as follows –

3.1.1 People Management -

- To continue to further embed good management processes and practices with regards to sickness management in order to decrease short term sickness rates further and an increased focus and analysis on long term cases which can be influenced.
- To improve the undertaking of ARMs within timescales as to further improve on our sickness rates, costs and management as a Council.
- To present policy expectations at forthcoming Managers conference with a sharing of good practice across services.
- To commission the Wales Audit Office (WAO) to audit absence management policies and procedures during June 2016 with a receipt of findings in Q2.

3.1.2 Financial Management – through the SLT, commentary and discussion re; financial issues are to be noted from the end of year finance report considered at this meeting.

3.1.3 Performance Management – underperformance against indicators is recognised and managed through the mitigation measures noted to aide improvement during 2016/17.

- To hold a workshop with the Executive and Shadow Executive during Q1 to confirm relevant indicators for inclusion on the 2016/17 scorecard and
- to revise associated 16/17 targets to ensure they are challenging yet achievable and
- where targets are not met that an improvement year on year is the minimum expectation.

3.2 The Committee is asked to accept the mitigation measures outlined above.

Corporate Scorecard C-Q4

Gofal Cwsmer / Customer Service	Canlyniad / Actual	Targed / Target	CAG / RAG	Tuedd / Trend	Canlyniad 14/15 Result
01) No of Complaints received (excluding Social Services)	59	65	Gwyrdd / Green	-	-
02) No of Stage 2 Complaints received for Social Services	-	-	-	-	-
03) Total number of complaints upheld / partially upheld	-	-	-	-	-
04) Total % of complaints acknowledged within 5 working days	100%	100%	Gwyrdd / Green	-	-
05) Total % of written responses to complaints within 20 days	-	-	-	-	-
06) Number of concerns (excluding Social Services)	261	-	-	-	-
07) Number of Stage 1 Complaints for Social Services	-	-	-	-	-
08) Number of Ombudsman referrals upheld	-	-	-	-	-
09) Number of Compliments	-	-	-	-	-
10) % of FOI requests responded to within timescale	67%	80%	Coch / Red	↑	-
11) Number of FOI requests received	854	-	-	-	-
12) Average 'rings' taken to answer telephone (1 Ring = 3 Sec)	3	5	Gwyrdd / Green	→	-
13) % of telephone calls not answered	12%	15%	Gwyrdd / Green	→	-
14) % of written communication replied to within 15 working days of receipt (Mystery Shop - Q2)	67%	-	-	-	-
15) % of written responses in the customers language of choice (Mystery Shop - Q2)	100%	-	-	-	-
16) % of telephone calls answered bilingually (Mystery Shop - Q2)	77%	-	-	-	-
17) % of staff that took responsibility for the customer query (Mystery Shop - Q2)	90%	-	-	-	-
People Management	Canlyniad / Actual	Targed / Target	CAG / RAG	Tuedd / Trend	14/15 Result
01) Sickness absence - average working days/shifts lost	11.68	10	Coch / Red	↓	11.53
02) Short Term sickness - average working days/shifts lost per FTE	4.89	-	-	-	-
03) Long Term sickness - average working days/shifts lost per FTE	6.79	-	-	-	-
04) % of RTW interview held	84%	80%	Ambr / Amber	→	85%
05) % of stress related sickness	7%	9%	Gwyrdd / Green	↑	5%
06) Number of employees that have hit trigger points requiring a Attendance Review Meeting (ARM)	-	-	-	-	-
07) Number of staff authority wide, including teachers and school based staff (FTE)	2310	-	-	-	2336
08) Number of staff authority wide, excluding teachers and school based staff(FTE)	1303	-	-	-	1362
09) % of PDR's completed within timeframe	85.5%	80%	Gwyrdd / Green	↑	76%
10) Local Authority employees leaving (%) (Turnover) (Annual)	6%	-	-	-	-
11) Local Authority employees made redundant (compulsory)	15	-	-	-	-
12) Local Authority employees made redundant (voluntary)	26	-	-	-	-
13) No. of Agency Staff	-	-	-	-	21
14) % of staff with DBS Certificate (if required within their role)	-	-	-	-	-
Rheolaeth Ariannol / Financial Management	Gwariant / Spend (£)	Amrywiad / Variance (%)	CAG / RAG	Tuedd / Trend	14/15 Result
01) Forecasted end of year outturn	£122,795,000	-1.48%	Coch / Red	-	-
02) Salary Year to Date Variance	£44,626,027	-2.17%	Coch / Red	-	-
03) % of Budget spent on Salary	-	36.34%	-	-	-
04) Cost of agency staff	£1,026,046	-	Coch / Red	-	-
05) Cost of consultancy	£2,773,476	-	Coch / Red	-	-
06) Notional cost of sickness absence	£2,368,141	-	-	-	-
07) Budget v Actuals (Economic & Community Regeneration)	£167,994	5.94%	Coch / Red	-	-
08) Budget v Actuals (Learning)	£111,703	1.56%	Coch / Red	-	-
09) Budget v Actuals (Housing)	£612,790	63.0%	Coch / Red	-	-
10) Achievement against efficiencies (Childrens Services)	£65,000	35.33%	-	-	-
11) Achievement against efficiencies (Resources)	£74,600	72.01%	-	-	-
12) Achievement against efficiencies (Economic & Community Regeneration)	£69,500	21.72%	-	-	-
13) Income v Targets (excluding grants) (Resources)	£165,737	37.63%	Coch / Red	-	-
14) Income v Targets (excluding grants) (Childrens Services)	£168,510	34.01%	Coch / Red	-	-
15) Income v Targets (excluding grants) (Transformation)	£42,729	16.86%	Coch / Red	-	-
16) % of Council Tax collected (for last 3 years)	98.8%	-	-	-	-
17) % of Business Rates collected (for last 3 years)	98.8%	-	-	-	-
18) % of Sundry Debtors collected (for last 3 years)	97.2%	-	-	-	-
19) % Housing Rent collected (for the last 3 years)	98.30%	-	-	-	-

Rheoli Perfformiad / Performance Management	Canlyniad / Actual	Targed / Target	CAG / RAG	Tuedd / Trend	Canlyniad 14/15 Result	Canlyniad 13/14 Result	Chwarter 14/15 Quartile
01) SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	20.3	22	Gwyrdd / Green	→	22	23.28	Isaf / Lower
02) SCA/018a: The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	95.3	93	Gwyrdd / Green	↑	93	92.9	Canolrif Isaf / Lower Median
03) LI/18b The percentage of carers of adults who requested an assessment or review that had an assessment or review in their own right during the year	90.8	93	Ambr / Amber	↑	93	92	-
04) SCA/018c: The % of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	96.3	96	Gwyrdd / Green	→	96	96	-
05) SCA/019: The % of adult protection referrals completed where the risk has been managed	93.0	90	Gwyrdd / Green	↑	90	91.92	Isaf / Lower
06) SCC/002: During the year, the percentage of children looked after at 31 March, who have experienced one or more changes of school, during the periods of being looked after, which were not due to transitional arrangements	17.39	15	Gwyrdd / Green	↑	15	18.52	Isaf / Lower
07) SCC/025: The % of statutory visits to looked after children due in the year that took place in accordance with regulations	82.79	100	Coch / Red	↑	100	98.15	Uchaf / Upper
08) SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required	68.18	90	Coch / Red	↓	90	-	Isaf / Lower
09) SCC/43a: The % of required core assessments completed within 35 working days	73.38	85	Coch / Red	↓	85	-	-
10) Attendance - Primary (%)	94.9	94.5	Gwyrdd / Green	-	94.5	-	Canolrif Isaf / Lower Median
11) Attendance - Secondary (%)	94.2	93.3	Gwyrdd / Green	-	93.3	-	Canolrif Isaf / Lower Median
12) No. of days lost to temp exclusion - Primary	18.5	25	Gwyrdd / Green	-	25	-	-
13) No. of days lost to temp exclusion - Secondary	173	94	Coch / Red	-	94	-	-
14) KS4 - % 15 year olds achieving L2+	56.9	56	Gwyrdd / Green	-	56	-	-
15) EDU/015a: The percentage of final statements of special education need issued within 26 weeks including exceptions	32.5	-	-	↓	-	-	-
16) EDU/015b: The percentage of final statements of special education need issued within 26 weeks excluding exceptions	75	-	-	↓	-	-	-
17) LCL/001b: The no. of visits to public libraries during the year	289k	285k	Gwyrdd / Green	↓	285k	-	Isaf / Lower
18) LCL/004: The no. of library materials issued, during the year	284k	305k	Ambr / Amber	-	305k	-	-
19) The number of applicants with dependent children who the Council secured non-self contained bed and breakfast accommodation	0	-	-	-	-	-	-
20) % tenants satisfied with responsive repairs	89.5	92	Ambr / Amber	↑	92	-	-
21) Average number of housing repair jobs completed per operative per day	3.4	6	Coch / Red	↑	6	-	-
22) Productivity of workforce- % time which is classified as productive	74.6	75	Gwyrdd / Green	↑	75	-	-
23) The average number of calendar days to let lettable units of accommodation (excluding DTLs)	33.7	25	Coch / Red	↑	25	-	-
24) STS/005b: The percentage of highways inspected of a high or acceptable standard of cleanliness	95.1	94	Gwyrdd / Green	↓	95	96.3	Canolrif Isaf / Lower Median
25) STS/006: The percentage of reported fly tipping incidents cleared within 5 working days	98.49	94	Gwyrdd / Green	↓	95	95.9	Canolrif Isaf / Lower Median
26) WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled	-	58	-	-	58	-	Canolrif Isaf / Lower Median
27) WMT/004b: The percentage of municipal waste sent to landfill	-	40	-	-	41	-	Isaf / Lower
28) THS/011c: The % of non-principal (C) roads that are in an overall poor condition (annual)	13.4	15	Gwyrdd / Green	-	15.9%	-	THS/012 -Isaf / Lower
29) No. of attendances (young people) at sports development / outreach activity programmes	132k	85k	Gwyrdd / Green	↑	85k	-	-
30) LCS/002b: The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity	458k	540k	Coch / Red	↓	540k	-	Canolrif Uchaf / Upper Median
31) No of new apprenticeships	41	-	-	-	-	-	-
32) Adult Social Care Programme	-	-	Oren / Orange	-	-	-	-
33) Leisure Transformation Project	-	-	Melyn / Yellow	-	-	-	-
34) Library, Culture and Youth Transformation Programme	-	-	Melyn / Yellow	-	-	-	-
35) School Modernisation Programme	-	-	Melyn / Yellow	-	-	-	-

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ISLE OF ANGLESEY COUNTY COUNCIL

REPORT TO:	EXECUTIVE COMMITTEE
DATE:	31 MAY 2016
SUBJECT:	REVENUE BUDGET DRAFT OUTTURN 2015/16
PORTFOLIO HOLDER(S):	COUNCILLOR H E JONES
HEAD OF SERVICE:	MARC JONES
REPORT AUTHOR:	BETHAN HUGHES OWEN
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E-MAIL:	Bethanowen2@ynysmon.gov.uk
LOCAL MEMBERS:	n/a

A - Recommendation/s and reason/s

1. In February 2015, the Council set a net budget for 2015/16 with net service expenditure of £124.6m, to be funded from Council Tax income, NNDR and general grants.
2. The budget for 2015/16 included required savings of £4.3m. These have been incorporated into the individual service budgets and achievement or non-achievement of these is reflected in the net under/overspends shown.
3. This report sets out the provisional outturn for the financial year which relates to the period 1 April 2015 to 31 March 2016.
4. The overall projected financial position for 2015/16 on budgets controlled by services is an underspend of £1,756k. This is a significant improvement on the forecast underspend of £376k which was reported during quarter 3. The explanations for significant variances are included within the report and the reasons for changes from quarter 3.
5. A number of items are excluded from the service budgets, as expenditure against these headings are outside the control of the services. After taking into account these items, the overall underspend for the Council increases to £1,849k and it is this sum that is available to be transferred to the Council's General Balances.
6. The underspend is made up of departmental under or overspends, unused contingencies and any other off items identified during the financial year. Below is a table identifying the variances:-

Net Underspend		-1,849
Total Additional Funding From Reserves:		
Children's Services	476	
Highways	375	
Leisure	250	
Total One Off Adjustments:		1,101
Salt Stock	220	
Adjustment of previous years Accruals	260	
Total Corporate Budget & Contingencies		480
Insurance Provision	600	
Capital Financing	400	
Total Corporate Budget and Contingencies		1,000
Net Overspend on Service Budgets		732

<p>7. The Executive, following on from the quarter 3 report where it was identified that there was increasing budget pressures on the demand led services within Children's Services, approved a sum of £476k to help ease those pressures.</p> <p>8. The quarter 3 report projected an overspend of £420k for Highways and Transport, of which £350k was the result of significant damage caused by the exceptional flooding and storms which affected the Island. The Executive requested to fund this from the Council's Insurance Earmarked Reserve, which would still leave an adequate amount for other insurance risks (£1.5m after all funding for storm damage). This has been actioned.</p> <p>9. It is recommended that the following are noted:-</p> <p>(i) the position set out in respect of financial performance for 2015/16;</p> <p>(ii) that the outturn reported in this document remains provisional until the completion of the statutory audit.</p>		
B - What other options did you consider and why did you reject them and/or opt for this option?		
n/a		
C - Why is this a decision for the Executive?		
This matter is delegated to the Executive.		
CH - Is this decision consistent with policy approved by the full Council?		
Yes		
D - Is this decision within the budget approved by the Council?		
Yes		
DD - Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	C/Ex approves of this report
2	Finance / Section 151 (mandatory)	n/a – this is the Section 151 Officer's report
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Scrutiny	
8	Local Members	
9	Any external bodies / other/s	
E - Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

F - Appendices:

- Appendix A - Revenue Budget Monitoring Report – Provisional Outturn (includes Annex A – table of provisional revenue outturn 2015/16).

FF - Background papers (please contact the author of the Report for any further information):

- 2015/16 revenue budget (as recommended by this Committee on 16 February 2015 and adopted by the the County Council on 26 February 2015).

REVENUE BUDGET MONITORING – PROVISIONAL OUTTURN 2015/16

1. General Balance – Opening Position and Planned Contribution in 2015/16

1.1 The provisional outturn for 2015/16 resulted in general balances at the start of the current financial year of £7.5m, a healthier position than previously expected. During the year, £476k has been transferred from the General Reserves with a further £1m being allocated as part of the 2016/17 budget to fund specific projects.

2. Year ending 31st March 2016 – Financial Performance by Service

2.1 The details of the financial performance by service for the year is set out in Annex A. A net under spend of £1,756k on services; this is an improvement on the estimated outturn reported at Quarter 3 which predicted an overspend on the services of £390k. The table below summarises the significant variances:-

Summary of provisional out-turn variances at 31 March 2016	
	(Under) /Overspend £000
Central Education	(125)
Adult Social Care	186
Children's Social Care	(221)
Housing	(208)
Economic and Community	66
Highways and Transport	(111)
Planning and Public Protection	(323)
Property	(90)
Waste Management	131
Corporate - Other Services	(968)
Resources – excluding benefits granted	125
Transformation	(333)
Resources – benefits granted	(466)
Legal & Committees	(99)
Corporate Finance	428
Other	252
Net over/(under) spend on services	(1,756)

3. Explanation of Significant Variances – Please note all references to variances and outturn positions below are provisional and they only include controllable variances.

3.1 Lifelong Learning

3.1.1 Central Education

3.1.1.1 This service underspent by £125k during the year, at quarter 3 the forecast for the year-end was an underspend of £62k. The underspend is mainly a result of a number of compensating minor over and underspends. The larger overspends include an overspend of £97k on secondary integration, £137k on school transport and £152k Gwe. Significant underspends include an underspend of £107k on out-of-county placements, £95k Central Education Staffing, Early Years provision £80k, Appetite for Life £51k and an underspend of £95k on Youth Services.

3.1.2 Culture

3.1.2.1 This service was £9k underspent during the financial year, with the forecast outturn at quarter 3 for the year being an underspend of £2k. Museums and Galleries overspent by £88k, a significant reason being Oriol Ynys Môn not having achieved its income targets. Library Services underspent by £89k which will offset the overspend in Galleries and Museums. There are other various under and over spends for the service.

3.2 Communities

3.2.1 Adult Social Care

3.2.1.1 This service was £186k overspent for the year, the forecast at quarter 3 for the year end was an overspend of £221k. This is a significant improvement on the overspend.

3.2.1.2 The elements within the forecast outturn variance are as follows:-

- Services for the Elderly: forecast overspend of £71k;
- Physical Disabilities (PD): forecast underspend of £77k;
- Learning Disabilities (LD): forecast overspend of £272k;
- Mental Health (MH): forecast overspend of £202k;
- Provider Unit: forecast underspend of £219k; and
- Management and Support: forecast underspend of £83k.

3.2.1.3 The service areas that are currently experiencing overspends are due to (i) higher than expected demand and (ii) cost pressures, include external home care placements £537k, Learning Disabilities Day Care £136k and external Mental Health residential care £276k. Management of overall placement occurs through allocation panels which allow managers to consider in detail how placements are commissioned. This ensures not only a safe outcome for service users but also the most cost effective outcome for the Council. A specific review of LD Day Care is currently underway. An example of the cost pressures on the service is the 1.7% increase on fees for external residential placements for 2015/16 for which no additional budget has been provided. We estimate the impact of this alone to be £150k across the service for 2015/16.

3.2.2 Children's Services

3.2.2.1 At the end of the third quarter it was projected that the Service would be overspent by £476k and, as a result, this sum was released from general balances to give a revised forecast position of break even at the end of the year. During the last quarter additional income relating to Looked after Children was identified which had not been included in the quarter 3 forecast. This, along with other efficiencies during the final quarter, resulted in a final position of an underspend of £221k for the Service.

3.2.2.2 The main variances includes an underspend on Looked-after-Children £18k, which includes an overspend of non-standard placements £545k which was reduced by the transfer of funds from the general reserves by £476k, leaving an overspend of £69k. Internal Foster carers overspent by £179k, however, out of county was under spent by £218k.

3.2.2.3 Family Support shows an underspend of £74k, which mainly relates to the Integrated Family Support Service. Other Children and Family Services is showing an underspend of £40k which, in the main part, related to service improvement costs. Children with Disabilities budget showed an underspend of £55k, which in the main part relates to the community support external payments and social work.

3.2.3 Housing (Council Fund)

3.2.3.1 This service outturn is an underspend of £208k; an underspend of £120k was estimated by the end of the financial year during Quarter 3. This is an improvement on the underspend of £88k. The underspend is due to welfare reform and debt advice projects starting later than anticipated and £93k of expenditure that had been re-allocated to grant funded work.

3.3 Sustainable Development

3.3.1 Economic and Community (includes Maritime and Leisure)

3.3.1.1 The Service overall was overspent by £66k at the end of quarter 4. The service at quarter 3 was projected to be overspent by £95k by 31 March 2016, however, this is lower than expected.

3.3.1.2 The outturn position for Economic Development shows an underspend of £59k. It was estimated to achieve an underspend of £7k by the end of the financial year during Quarter 3. The main elements of concern related to arrangements following the termination of European funded projects and the lack of income as a result.

3.3.1.3 Maritime has underspent by £7k, which is an improvement on the underspend of £1k reported during Quarter 3. This is due to underspends in Beach Wardens £18k, docks and ports running expenses £18k, and repairs and maintenance £15k, which will offset the unachieved marine oil sales at Holyhead Port £38k.

3.3.1.4 Leisure Service is overspent by £134k at the end of the financial year. This is an improved position from the overspend of £155k reported during quarter 3. Some of the overspends, as previously indicated, are more historical in nature and relate to two main areas, the Outdoor Facilities and the Municipal Golf Course. Following the claw back of budget of the Park and Outdoor Facilities in 2012/13 the function have bore the additional costs within their own budget year on year, resulting in a net overspend of £65k for 2015/16. The historic trend of over spending on the Golf Course has continued with a final out-turn figure of £39k. This is due to the longstanding under achievement on income targets. Llangefní Partnership has now taken over the responsibility of the golf course.

3.3.1.5 Sports Development and Administration shows a net underspend, in the main due to additional income of £10k, whilst the Leisure Centres shows a final overspend of £38k, £7k less than predicted in quarter 3.

3.3.1.6 There are both over and underspends in relation to the Leisure Centres, in particular Holyhead and Plas Arthur, with Holyhead suffering the most due to storm damage, building issues in general as well as lack of income generation. Concerns were raised in reference to the lack of income generated in the last quarter for all four centres where profiles were behind considerably. This, however, has recovered, but not enough to equal the additional efficiency savings targets set. The Executive in quarter 3 approved a transfer from the Insurance Earmarked Reserve to fund up to £250k for the storm damage repairs to leisure centre roofs.

3.3.2 Highways

3.3.2.1 This service was £459k overspent for the financial year but, following an accounting adjustment for long term debtor on salt stock which provides one off income of £220k and a contribution from Insurance Contingency Reserve, the service shows an improved position of the £111k underspend.

3.3.2.2 Damages following exceptional storms and flooding during the third quarter attracted funding from the Welsh Government to the sum £472k towards the repairs and the Executive approved a transfer of £350k from the Insurance Earmarked Reserve to cover the remaining cost incurred by the storms. As a result, the projected year end overspend of £350k in quarter 3 has at year end come back in line with the budget.

3.3.2.3 There is an improved position at year end for departmental administration, an underspend of £61k on employee and various supplies and services, public transport shows an underspend of £55k, a result of lower transport, concessionary and marketing costs and MCT & Fleet also show an underspend of £58k, which has been the result of lower spend on transport, employees and supplies and services costs. Income has also exceeded its target by £14k due to the undertaking of two new contracts. An overspend in Maintenance Management £77k and Maintenance Design is £81k above budget as professional fee income has not been achieved - these are the main outturn figures for the service.

3.3.3 Planning and Public Protection

3.3.3.1 The outturn for the two services combined is a £323k underspend.

3.3.3.2 Most of the budgets within Planning are underspending with the exception of Planning Delivery Wales, which is overspent by £28k, PEG which is overspent by £35k and Countryside and Coast are also overspent by £15k. The main underspends come from the major developments and planning control, where the income is exceeding targets by £104k and £131k respectively.

3.3.3.3 There are a number of more minor compensating under and overspends within Public Protection. There is an underspend on environmental health £41k and Trading Standards £21k, while Licencing have overspent by £35k.

3.3.4 Property

3.3.4.1 The outturn figure for the Property Service shows a net underspend of £90k, an increase of £16k from the forecasted figure reported in Quarter 3, a projected underspend of £74k for the year as a whole. The Administration Buildings, however, continued to underspend by £31k at year end and commercial properties by £30k. This is, in the main, due to the successful re-tendering of contracts by the Central Procurement team and successful renting of commercial units. The most significant overspend is £78k in emergency and planned maintenance works. This will be offset by a number of minor underspends and an underspend of £99k against employee budgets due to vacancy management. The service mitigates its overspends by funding these from underspending areas.

3.3.5 Waste Management

3.3.5.1 This service is £130k overspent at the end of the financial year, this is slightly more than the figure projected in Quarter 3, which was an overspend of £100k for the year as a whole.

3.3.5.2 The outturn position is due to an underspend on Waste Disposal £60k, which has subsequently been transferred to reserve as is required under the terms and conditions of the ESR Grant, staffing costs and Agency costs at Penhesgyn Transfer Station – although these are considerably lower than expected and the Waste Collection Contract costs continue to exceed the core budget.

3.4 Deputy Chief Executive

3.4.1 Corporate - Other Services

3.4.1.1 This budget was £968k underspent at outturn. It was projected at quarter 3 that the year end was expected to be an underspend of £248k (9.23%) for the year as a whole. This is a vast improvement of that projection. The main reason for the underspend is an accounting transfer for an amount of £262k from the balance sheet to revenue relating to a prior-year over-provision. This is a one-off windfall for 2015/16 only and a reduction in the required Insurance Reserve has resulted in a movement from restricted reserves to general balances £598k.

3.4.2 Corporate & Democratic

3.4.2.1 This budget area was £10k overspent, with a forecast at quarter 3 of an overspend of £15k for the year as a whole. Recharges from the coroner's service for 2014/15 are £9k more than was accrued. WLGA subscriptions are £7k underspent as fees have not increased in line with inflation. There is also £7k spend on legal fees for the Standards hearing for which there is no associated budget.

3.4.3 Deputy Chief Executive's Office

3.4.3.1 The budget was overspent by £50k at outturn, at quarter 3 it was projected to be £84k (115%) overspent by the year-end. There has been an underspend on the general office running costs of £28k, but also an overspend of £51k due to expected savings which were parked in the DCE cost centre but which relate to the wider authority. Spend on the Sycle system (CAMMS invoices) totalled £22k for the year, for which there was no associated budget. Full year support was expected to be £33k, however, the contract was able to be terminated early. There is no ongoing obligation for the service.

3.4.4 Resources – Excluding Benefits Granted

3.4.4.1 The service was overspent by £125k at the end of the financial year, the quarter 3 forecast for year end was an overspend of £135k (16.92%). Budgetary pressures include more significant overspends of £60k on accounting staff, including agency; overspends on bank charges of £46k and saving to be found against tendering exercise. The more significant underspends includes £24k savings in various sections for staffing and £39k of windfall grants.

3.4.5 Resources - Benefits Granted

3.4.5.1 The forecast outturn is an underspend of £466k, which is an improvement on the projected underspend of £338k reported at Quarter 3. This forecast includes an underspend on the Council Tax Reduction Scheme of £550k.

3.4.6 Human Resources

3.4.6.1 This section was underspent by £44k at outturn compared to a forecasted underspend of £21k as at quarter 3. There have been some savings made on employee costs £14k and Central Training £28k which is the corporate training for the whole Authority. Additional capacity had to be purchased in the form of consultancy during Quarter 4 due to additional pressures from Smarter Working/Transformation, the spend on the consultant was £25k, however, this was offset by various small underspends.

3.4.7 ICT

3.4.7.1 The IT outturn was an underspend of £4k. At quarter 3 it was forecasted to overspend by £14k by year-end. There was an underspend on employees of £48k due to vacant posts and the late appointment of the ICT Manager post. As reported during the year, this underspend was used to offset employing consultants to provide specific project support and to fill capacity gaps due to the vacant posts. Spend on consultants was £51k. The outturn result was an unachieved income variance of £11k. There were also minor savings on travel budgets and supplies and services budgets of £4k and £8k respectively.

3.4.8 Legal & Committees

3.4.8.1 This service was underspent by £99k for the financial year, at quarter 3 it was forecasted to be £61k (44.53%) underspent by the year-end. The main reason for the underspend is on employees £61k, however, this was the result of being able to charge officer time to Land Charges. There is an overspend in the Scrutiny section due to interim arrangements, other underspends have mitigated the overall overspend to £18k. Committee Services and Translation were both underspent to the sums of £45k and £25k respectively.

3.4.9 Transformation

3.4.9.1 This section underspent by £333k, at quarter 3 it was forecasted to be £122k underspent for the year as a whole, which is a significant increase. The underspends are due to delays in recruiting to key posts within the team £128k. During quarter 4 an agreement had been reached over the invoices to be paid for the Anglesey and Gwynedd Partnership for 2014/15 and 2015/16. Accruals have been made in anticipation of the outstanding invoices and this has resulted in an underspend of £190k. This was mainly due to a large number of vacant posts within the Partnership.

3.4.10 Audit

3.4.10.1 This section underspent by £38k by the end of the financial year, at quarter 3 it was forecasted to underspend by £30k. The main reasons for this underspend was two vacant Audit Assistant posts and an overspend on the interim Management arrangements for the first half of the financial year.

3.4.11 Corporate Finance

3.4.11.1 This budget header contains a number of areas such as investment income, financing costs and contingencies used by the Authority as a whole and where other adjustments identified during the closure process which cannot be attributed to any one service are charged. These adjustments will not have a corresponding budget. At the end of the year this heading showed an overspend of £428k. The main variance is the transfer of the £300k of Transformation Smarter Workings savings where there has been a delay in implementing of the programme. The remaining is made up of adjustments to the contingencies.

3.5 Council Tax Collection Fund

3.5.1 The actual amount credited as being collected is based on the total of the gross debit raised in the year, including any adjustments from previous years less the total paid in precepts to the Police Authority and Town and Community Councils. As a backlog of debts had been written off against the provision in the year, it was necessary to make a significant increase in the level of the provision. As a result of this charge, the position in respect of the collection of Council Tax was a shortfall against the budget of £293k.

3.6 Housing Revenue Account (HRA)

3.6.1 Currently the HRA surplus (as calculated for the Statutory Accounts) is showing £3.2m. The change from the previous quarter forecast is down to lower capital expenditure (which is funded from HRA revenue) and a receipt of VVP grant to cover some of the energy efficiency work. It is expected that much of the capital shortfall will be undertaken in 2016/17, utilising the surplus from 2015/16. The surplus relating to the HRA is ring fenced in the Council's accounts and will not form the transfer to the Council's general balances.

4. Uncontrollable Variances

4.1 There are a number of variances which impact upon the bottom line. Annex A details these bottom line impacts. The most significant reconciling items between the services' controllable variances and the bottom line variances are statutory adjustments through the Movements in Reserves Statement (see the Statement of Accounts).

5. Conclusion

5.1 The net revenue expenditure incurred by the Authority to the end of March 2016 and the forecast financial position of each service has been outlined above and included in Annex A. An estimated underspend of £1,849m on services is predicted at this stage. This may change in the future due to the completion of the Statement of Accounts. This outturn position is an improvement on that reported at Quarter 3, where an underspend of £0.376m was estimated.

5.2 The Executive approved a transfer of £476k from the Council's General Reserves to fund the overspend on Children's Services due to the significant demand on the Looked-after-Children budget. In addition, the Executive also approved a transfer the following from Earmarked Insurance Reserves: up to £350k as required for highways flood damage and £250k for repairs following storm damage to leisure centre roofs.

Provisional Revenue Outturn 2015/16

Service/Function	Annual Budget	Provisional Outturn	Provision Total Outturn Variance	Provision Uncontrollable Variance (Exceptions)	Provisional Controllable Variance (Non Exceptions)
	£'000	£'000	£'000	£'000	£,000
Lifelong Learning					
Delegated Schools Budget	43,833	43,833	0	0	0
Central Education	8,007	5,823	(2,184)	(2,059)	(125)
Culture	1,728	1,445	(283)	(274)	(9)
Communities					
Adult Services	21,955	21,852	(103)	(289)	186
Children's Services	6,674	6,456	(218)	3	(221)
Housing	982	1,586	604	812	(208)
Sustainable Development					
Economic and Community (Inc. Maritime and Leisure Services)	4,037	2,995	(1,042)	(1,108)	66
Highways & Transport	9,377	7,460	(1,917)	(1,806)	(111)
Planning & Public Protection	3,011	2,599	(412)	(89)	(323)
Property	703	-328	(1,031)	(941)	(90)
Rechargeable Works	-	-	-	-	-
Directorate Management	98	85	(13)	-	(13)
Waste	7,173	6,577	(596)	(727)	131
Deputy Chief Executive					
Corporate - Other Services	2,749	2,304	(445)	523	(968)
Corporate and Democratic Costs	2,233	2,302	69	59	10
Deputy Chief Executive's Office	77	4	(73)	(123)	50
Resources - Excluding Benefits Granted	915	759	(156)	(281)	125
Resources - Benefits Granted	5,917	5,451	(466)	-	(466)
Human Resources	848	77	(771)	(727)	(44)

Service/Function	Annual Budget	Provisional Outturn	Provision Total Outturn Variance	Provision Uncontrollable Variance (Exceptions)	Provisional Controllable Variance (Non Exceptions)
	£'000	£'000	£'000	£'000	£,000
ICT	68	8	(60)	(64)	4
Legal and Committees	102	115	13	112	(99)
Transformation	677	114	(563)	(230)	(333)
Audit	3	0	(3)	35	(38)
Corporate Finance	3,477	10,985	7,508	7,080	428
Suplus/(Deficit) on Collection of Council Tax		293	293		293
Total Council Fund	124,646	122,795	(1,849)	(93)	(1,756)
FUNDED BY					
NNDR	21,986				
Council Tax	30,955				
Outcome Agreement Grant	725				
Revenue Support Grant	70,980				
	124,646				

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ISLE OF ANGLESEY COUNTY COUNCIL		
REPORT TO:	EXECUTIVE COMMITTEE	
DATE:	31 MAY 2016	
SUBJECT:	CAPITAL OUTTURN REPORT 2015/16	
PORTFOLIO HOLDER(S):	COUNCILLOR H E JONES	
HEAD OF SERVICE:	MARC JONES	(EXT. 2601)
REPORT AUTHOR:	GARETH ROBERTS	
TEL:	01248 752675	
E-MAIL:	GarethJRoberts@ynysmon.gov.uk	
LOCAL MEMBERS:	n/a	
A - Recommendation/s and reason/s		
<ul style="list-style-type: none"> • To note the draft outturn position of the Capital Programme 2015/16 that is subject to Audit; • To approve the carry-forward of £7.791m to 2016/17 for the underspend on the programme due to slippage. The funding for this will also carry-forward to 2016/17. 		
B - What other options did you consider and why did you reject them and/or opt for this option?		
n/a		
C - Why is this a decision for the Executive?		
<ul style="list-style-type: none"> • This report sets out the financial performance of the Capital budget for the 2015/16 financial year, that is subject to Audit. • Budget monitoring is a designated Executive function. 		
CH - Is this decision consistent with policy approved by the full Council?		
Yes		
D - Is this decision within the budget approved by the Council?		
Setting of the annual Capital Budget.		
DD - Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	n/a – this is the Section151 Officer's report
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Scrutiny	
8	Local Members	
9	Any external bodies / other/s	
E - Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

F - Appendices:

Appendix A - Capital Outturn Report – 2015/16;
Appendix B – Summary of the Capital Expenditure against the Capital Budget and the slippage into 2016/17.

FF - Background papers (please contact the author of the Report for any further information):

- 2015/16 Capital Budget, as recommended by this Committee on 16 February 2015;
- 2015/16 Public Sector Housing Investment Programme 2015/16 (as presented to, and accepted by, this Committee on 20 April 2015);
- 2015/16 Capital Monitoring report for the first quarter 2015/16;
- 2015/16 Capital Monitoring report for the second quarter 2015/16; and
- 2015/16 Capital Monitoring report for the third quarter 2015/16.

1. INTRODUCTION

- 1.1 This is the Capital Budget monitoring report for the financial year 2015/16 which allows Members to note the progress of Capital Expenditure and Capital Receipts against the Capital Budget. The figures in this report are subject to Audit.
- 1.2 In February 2015, the Council approved a Capital Programme for non housing services of £15.150m for 2015/16. In April 2015, the Council approved a Capital Programme for the HRA of £8.589m. There was £4.029m Capital Commitments brought forward from 2014/15, and there is a brought forward budget for the smallholdings programme, which is in it's sixth year. In its meeting on the 20th April 2015, the Executive resolved to release additional funding in order to complete the Beaumaris Pier scheme. Also, during the year, the completion of the HRA settlement buyout of £21.169m was added to the Capital Programme, and, subsequent to the budget setting, the Council has secured additional grant funding for certain projects in 2015/16. This brings the total Capital budget for 2015/16 to £58.264m.
- 1.3 The table below shows the breakdown of the Approved Capital Programme for 2015/16 and the brought forward commitments from 2014/15.

<u>Approved Capital Programme for 2015/16</u>		<u>Slippage Brought Forward from 2014/15</u>	
General Fund		Disabled Facilities Grants	30,000
21st Century Schools - BAND A1 - Holyhead	5,728,000	Vehicles	387,450
21st Century Scools - Llanau	3,431,000	Planned Maintenance Contract	1,300,000
Beaumaris Flood Alleviation Works (WG)	900,000	Affordable Housing Contingency brought forward 2014/15	305,070
Disabled Facilities Grants	816,000	Plas Arthur Leisure Centre Upgrade	85,000
Compulsory Purchase-Pilot Scheme	180,000	Amlwch Leisure Centre Upgrade	85,000
Smarter Working-Capital	1,125,000	Sites & Premises (WEFO) Phase 1	446,930
Vehicles	150,000	Partnership Funding Unallocated Budget	58,000
County Prudential Borrowing Initiative	2,000,000	Public Conveniences	86,000
BMU Vehicles 2015/16	220,000	Anglesey Coastal Environmental Project	244,120
Refurbish School Toilets	198,490	Cemaes Toilets	5,000
Rewire Education Buildings	253,010	Car Parks	45,300
Reducing Fire Risk	148,800	Waste Containers Compound	118,520
	15,150,300	Building Risk Management Works	122,570
HRA		Holyhead Fishdock	96,340
Central Heating Contract	250,000	Llanbedrgoch cemetery	105,740
Planned Maintenance Contract	3,787,000	Llanddona Cemetery	112,370
Environmental Works	500,000	ICT Strategy Contingency	23,960
Fire Risk Management	250,000	IT BACKUP SYSTEM	150,000
Remodelling of Existing Stock	1,530,000	IT MICROSOFT EXCHANGE	21,830
Acquisition of Existing Properties	1,372,000	IT 3 COMM REFRESH	50,000
Public Sector Adaptations	150,000	IT ADDITIONAL BACKUP SYSTEM	20,000
WHQS Internal Works Package	750,000	IT REPLACEMENT OF 2003 SERVERS	100,000
	8,589,000	IT PROVISION FOR MICROSOFT & ORACLE LICENCE	15,210
		IT CMS Upgrade	15,000
			4,029,410

1.4 The table below shows the breakdown of the Additional schemes that were added during the year to the Capital Programme for 2015/16 and their funding.

Additional Schemes Added to the Capital Programme 2015/16		Funded By:	
BMU Vehicles 2015/16 - Additional	150,000	Capital Grant	7,316,181
Houses into homes	367,890	Reserves	304,195
First Time Buyer Grants	5,000	Revenue Contribution	150,000
VVP Grant	2,877,340	Unsupported Borrowing	21,168,714
HRA Self-Financing	21,168,714	Capital Receipts	1,556,600
Bro Alaw Centre Development Grant	58,843		30,495,690
Flying Start Capital Grant	446,830		
LED Lighting Leisure Centre	16,576		
Mayor's Chain	39,195		
Sites & Premises (WEFO) Phase 1 - Additional	333,070		
Anglesey Coastal Env Project - Additional	75,880		
LED Lighting	193,424		
Llangefni Link Road	1,895,000		
Active Travel Mapping	5,000		
SRIC 2015/16	174,000		
Road Safety Grant	191,000		
Beaumaris Pier	270,328		
Llanddona Cemetery - Additional	35,000		
Smallholdings	1,450,000		
Equal Pay	106,600		
IT Smarter Working - Citrix	190,000		
IT - Infrastructure Enhancement	40,000		
HLF	350,000		
Haulfre Refurbishment	56,000		
	30,495,690		

2. CAPITAL EXPENDITURE 2015/16

2.1 Summary Table of the spending to 31 March 2016:-

Service	Annual Budget £'000	Total Expenditure £'000	(Under) / Overspend £'000	% Annual Budget Spent
Housing General Fund	2,901	2,333	(568)	80
Housing HRA	31,691	27,607	(4,084)	87
Education	10,659	3,819	(6,841)	36
Leisure	296	312	16	105
Economic Development	1,953	1,848	(105)	95
Highways and Transportation	5,970	4,781	(1,189)	80
Waste Management	119	0	(119)	0
Property	2,192	1,992	(200)	91
Corporate	1,858	679	(1,179)	37
Planning	570	587	17	103
Social Services	56	17	(39)	31
Total	58,264	43,975	(14,289)	75
Funded By:				
Capital Grant	15,044	13,998		
Capital Receipts	4,646	3,818		
Supported Borrowing	2,660	0		
Unsupported Borrowing	28,874	23,140		
Revenue Contribution	7,041	2,905		
Reserves	0	115		
Total Funding	58,264	43,975		

- 2.2** The Budget for the General Fund was £26.573m with Expenditure of £16.368m incurred at 31 March 2016, which equated to 62% of the budget. The main reason for the underspend was the large underspend against the budget for the 21st Century Schools, where only 24% of the budget was spent. Also, there was a significant underspend with the Llangefni Link Road scheme, where only 47% of the budget was spent, mainly due to the delay in the purchase of land. Another scheme to note that had a significant underspend was smarter working, where only 15% of the budget was spent, although there will be slippage on this scheme into 2016/17. Further schemes with significant underspends are the Compulsory Purchase-Pilot Scheme with only 1% of the budget spent, Car Parks with only 9% of the budget spent and works on Llanbedrgoch Cemetery, where only 19% of the £0.106m budget was spent. A full list of the capital schemes' expenditure against the budget can be seen in Appendix B of this report.
- 2.3** The Housing Revenue Account has spent 87% of its total budget. The main reason that the total budget was not spent is due to the underspend in the planned refurbishment scheme, the planned remodelling of existing stock has failed to commence, and the Council has been unable to acquire as many existing properties than was originally forecasted when the budget was set. From the table above, £21.169m of the Unsupported Borrowing relates to the completion of the HRA settlement buyout.
- 2.4** The smallholdings programme of improvements, financed from the ring-fenced capital receipts from the sale of smallholdings and rental income, is in its sixth year. Expenditure on this programme continues to exceed the funding through sales and rental income. A deficit of £1.393m was brought forward from 2014/15, capital receipts to the end of the year amounted to £1.567m, with expenditure of £1.455m incurred. As a result, the deficit at the end of the year stands at £1.281m. There are further sales projected in 2016/17, which is the final year of the programme.

3. FUNDING

3.1 Capital Grants

- 3.1.1** There are a number of Capital Grant schemes in the Capital Programme for 2015/16. There are some schemes that were completed during the year, such as the Flying Start Capital Grant, Safer Route in Communities, Road Safety Capital and the Language Centre. There are some schemes that are ongoing and will carry on into 2016/17, these being the 21st Century Schools, Llangefni Link Road, Beaumaris Flood Alleviation and the Vibrant and Viable Places.
- 3.1.2** There is one scheme that carries a significant risk with regards to the Capital Grant funding, which is the 21st Century Schools project. To date, we have received £2.603m in grant from the Welsh Government, against a profile of £2.752m. A request has been submitted to Welsh Government to carry forward the underspend of £0.149m on the Holyhead school, for which we are awaiting a response.
- 3.1.3** Three Capital Grant schemes did overspend during 2015/16, and the overspend had to be funded by the Authority. These were the Flying Start Capital Grant which spent £0.474m against a grant of £0.442m. £0.024m of this overspend was funded through Revenue, with the other £0.008m funded by Capital Receipts. Safer Route in Communities spent £0.181m against their Capital Grant of £0.174m and the Road Safety Capital Grant budget of £0.191m was exceeded by £0.009m. Both of these Grants' overspend were funded by Capital Receipts.

3.1.4 The Capital Monitoring Quarter 3 report identified two other schemes that were of significant risk, however, these risks have now been mitigated and can be summarized below:-

- Vibrant and Viable Places (VVP) Grant – the budget for 2015/16 amounted to £2.402m, and at the end of the third quarter, only £0.864m has been spent. However, by the end of the financial year this grant has been fully spent. Furthermore, an additional £0.468m was awarded for a Housing scheme, and this was also fully spent.
- Llangefni Link Road scheme – Only £0.888m was spent against a budget of £1.895m, but the Welsh Government have allowed the Grant funding to be carried forward and claimed in 2016/17, therefore, no funding will be lost. The main reason for this underspend was the delay in purchasing a piece of land.

3.2 Capital Receipts

3.2.1 The Capital Receipts for the 2015/16 Financial Year was:-

	Budget 2015/16 £'000	Received to 31/03/2016 £'000	Variance
Housing HRA:			
Right to Buy Sales	170	765	595
Land Sales	0	24	24
Removal of Restrictions	0	5	5
Private Sector Housing:			
Sales of plots	0	131	131
Repaid charges	0	0	0
Repaid grants	5	16	11
Council Fund:			
Smallholdings	2,739	1,567	(1,172)
General	1,501	1,110	(391)
Mayor's Chain	39	39	0
Industrial	2	0	(2)
Schools	190	162	(28)
Total	4,646	3,818	(828)

3.2.2 The Capital Receipts at 31 March 2016 is lower than the original budget (18%). There are a number of reasons for this, firstly, being the anticipated sale of the Garreglwyd Care Home for £0.550m. The proposed sale was not completed and the Service is now considering options for Garreglwyd. Delays in the sales of other sites has resulted in £0.835m in receipts now expected to be received during 2016/17. These include sites such as Enterprise Centre, Penyrsedd House and St David's Priory, which was sold in April 2016 for £0.115m. Delays in the sale of Smallholdings has resulted in £1.305m in receipts now expected to be received during 2016/17. These includes Smallholdings such as Lot 2 Cefn Trefor and 2 Bryn Amel. Cefn Du Mawr has been agreed with legal and we are awaiting a payment of £0.600m imminently. The delays in the completion of sales will result in increases in capital receipts in 2016/17.

3.2.3 The Capital Receipts budget for the Housing Revenue Account Right to Buy of £0.170m was based on the sale of 3 properties. However, during 2015/16 10 properties were sold as well as Land Sales and the Removal of General restrictions, generating £0.794m in capital receipts for the HRA.

4. YEARS 2 AND 3 OF THE PLAN

4.1 The Capital Programme for 2016/17 was approved by the Full Council at its meeting on 10 March 2016. The approved Capital programme for the General Fund in 2016/17 is £26.933m and HRA fund of £11.636m. The proposed funding for this total of £38.569m will be through Capital Grants £19.544m, Capital receipts £2.120m, Revenue Contribution £8.986m, Reserves £0.500m, Unsupported Borrowing £5.230m and Supported Borrowing £2.189m. There is also slippage from 2015/16 into 2016/17 of £7.791m that this report is requesting to be approved, bringing the total Capital Programme for 2016/17 to £46.360m.

5. CONCLUSION

This report summarises the capital expenditure against the capital programme budget for 2015/16. The revised budget for the programme is £58.264m, against which £43.975m was spent in 2015/16. The Capital Programme for 2015/16, therefore, underspent by £14.289m. This is largely due to slippage in the 21st Century Schools projects and underspends in HRA capital expenditure. Some schemes have finished during the year, therefore, the underspend on these schemes are not carried forward. The remaining projects will continue into 2016/17 and The Executive is recommended to approve the carry-forward of £7.791m from the underspend to 2016/17. The funding sources of the capital programme have been summarised in 2.1 above. This shows that £23.140m of the programme has been funded by unsupported borrowing. This includes an exceptional, one-off item, relating to the loan needed for the HRA buy-out which will be repaid by the HRA over the course of its 30 year plan. The remaining £1.971m spend which has been highlighted as being funded by unsupported borrowing was funded by internal borrowing using Council balances. Internal borrowing helps the Council achieve savings on capital financing costs, however, there may be a point when the internal borrowing will need to be repaid through unsupported borrowing when Council balances can no longer afford to fund the projects.

Summary of the Capital Expenditure against the Capital Budget and the slippage into 2016/17

Service	Annual Budget (£)	Total Expenditure (£)	Total (Under)/Overspend (£)	% Annual Budget Spent	% Variance	Underspend to be carried forward to 2016/17 (£)
Housing General Fund						
Houses into homes to let	190,000	189,908	(92)	100	0	
Home Improvement Loan	88,945	88,945	0	100	0	
Houses Into Homes (2)	88,945	74,200	(14,745)	83	(17)	(14,745)
VVP Housing Grant 1	20,000	19,963	(37)	100	0	
VVP Housing Grant 2	20,000	20,000	0	100	0	
VVP Housing Grant 3	20,000	19,004	(996)	95	(5)	
VVP Housing Grant 4	20,000	19,745	(255)	99	(1)	
VVP Housing Grant 5	20,000	20,000	0	100	0	
VVP Housing Grant 6	20,000	20,000	0	100	0	
Compulsory Purchase-Pilot Scheme	180,000	1,450	(178,550)	1	(99)	(178,550)
Disabled Facilities Grants	846,000	761,436	(84,564)	90	(10)	(84,564)
First Time Buyer Grants	5,000	5,000	0	100	0	
Cyttir Lane Social Housing VVP Grant	186,900	186,902	2	100	0	
Bwlch Alltran VVP	155,526	155,526	0	100	0	
Victoria Gateway VVP	83,486	83,486	0	100	0	
Victoria Gateway VVP	71,440	71,440	0	100	0	
Cross Street VVP	60,420	60,420	0	100	0	
Cyttir Lane Homes VVP	50,903	50,903	0	100	0	
Carreg Domas VVP	468,568	468,568	0	100	0	
Affordable Housing Contingency brought forward 2014/15	5,250	5,250	0	100	0	
Affordable Housing Contingency brought forward 2014/15	299,820	11,117	(288,703)	4	(96)	(288,703)
Total	2,901,203	2,333,263	(567,940)	80	(20)	(566,562)
Housing HRA						
Central Heating Contract	250,000	91,761	(158,239)	37	(63)	(158,239)
Planned Maintenance Contract	5,087,000	4,108,561	(978,439)	81	(19)	(978,439)
BMU Vehicles 2015/16	370,000	361,541	(8,459)	98	(2)	
Environmental Works	500,000	137,504	(362,496)	28	(72)	(362,496)
Fire Risk Management	250,000	0	(250,000)	0	(100)	(250,000)
Remodelling of Existing Stock	1,530,000	5,316	(1,524,684)	0	(100)	
Acquisition of Existing Properties	1,372,000	588,174	(783,826)	43	(57)	(783,826)
Public Sector Adaptations	150,000	171,795	21,795	115	15	
WHQS Int Works Package	750,000	711,057	(38,943)	95	(5)	
Energy Efficiency VVP	262,797	262,797	0	100	0	
HRA Self-Financing	21,168,714	21,168,714	0	100	0	
Totals for : Housing HRA	31,690,511	27,607,220	(4,083,291)	87	(13)	(2,533,000)
Education						
Refurbish School Toilets	198,490	238,983	40,493	120	20	
Rewire Education Buildings	253,010	254,466	1,456	101	1	
Reducing Fire Risk	148,800	164,176	15,376	110	10	
Bro Alaw Centre Development Grant	58,843	58,971	128	100	0	
21st Century Schools - BAND A1 - Holyhead	5,728,000	1,798,984	(3,929,016)	31	(69)	(1,600,000)
21st Century Schools - Llannau	3,431,000	430,363	(3,000,637)	13	(87)	
21st Century Schools - VVP	170,000	170,000	0	100	0	
Flying Start Capital Grant	441,830	474,038	32,208	107	7	
Flying Start Capital Grant Llanfawr	5,000	4,277	(723)	86	(14)	
Flying Start Cent Holyhead VVP Grant	224,300	224,354	54	100	0	
Total	10,659,273	3,818,612	(6,840,661)	36	(64)	(1,600,000)

Service	Annual Budget (£)	Total Expenditure (£)	Total (Under)/Overspend (£)	% Annual Budget Spent	% Variance %	Underspend to be carried forward to 2016/17 (£)
Leisure						
Plas Arthur Leisure Centre Upgrade	85,000	81,755	(3,245)	96	(4)	(3,245)
Amlwch Leisure Centre Upgrade	85,000	82,191	(2,809)	97	(3)	(2,809)
Holyhead Leisure Centre Upgrade VVP Grant	70,380	92,215	21,835	131	31	
LED Lighting Leisure Centre	16,576	16,756	180	101	1	
Mayor's Chain	39,195	39,195	0	100	0	
Total	296,151	312,112	15,961	105	5	(6,054)
Economic Development						
Holyhead Bus. Inv. Fund VVP Grant	120,000	119,726	(274)	100	0	
Sites & Premises (WEFO) Phase 1	780,000	779,845	(155)	100	0	
Partnership Funding Unallocated Budget	58,000	0	(58,000)	0	(100)	(58,000)
Public Conveniences	86,000	41,228	(44,772)	48	(52)	(44,772)
Anglesey Coastal Env Project	320,000	318,658	(1,342)	100	0	
Cemaes Toilets	5,000	3,371	(1,629)	67	(33)	
Penrhos Units Upgrade VVP Grant	232,000	232,524	524	100	0	
HAWFC Extension VVP Grant	30,000	30,000	0	100	0	
Caban Kingsland VVP Grant	50,220	50,221	1	100	0	
Ynys Mon Gymnastics Club VVP 2014/15	1,440	1,439	(1)	100	0	
Active Community Development VVP Grant	86,000	86,049	49	100	0	
Kingsland Community Centre VVP Grant	69,360	69,357	(3)	100	0	
Môn CG Environmental Training VVP	70,000	69,999	(1)	100	0	
Millbank Improvements VVP	12,800	12,860	60	100	0	
Holyhead Hotspur Clubhouse VVP	19,900	19,899	(1)	100	0	
Trearddur Bay FC VVP	12,600	12,655	55	100	0	
Total	1,953,320	1,847,831	(105,489)	95	(5)	(102,772)
Highways and Transportation						
Market St Imp VVP Grant	14,700	14,701	1	100	0	
Car Parks	45,300	3,912	(41,388)	9	(91)	(41,388)
Vehicles	537,450	309,524	(227,926)	58	(42)	(224,401)
County Prudential Borrowing Initiative	2,000,000	1,970,880	(29,120)	99	(1)	(29,120)
Beaumaris Flood Alleviation Works (WG)	900,000	1,118,307	218,307	124	24	
Visitor Signage and Parking Meters VVP	8,100	8,142	42	101	1	
HGV Parking and Signage VVP	6,000	6,016	16	100	0	
LED Lighting	193,424	75,154	(118,270)	39	(61)	(118,270)
Llangefni Link Road	1,895,000	888,425	(1,006,575)	47	(53)	(1,006,575)
Active Travel Mapping	5,000	5,000	0	100	0	
SRIC 2015/16	174,000	181,145	7,145	104	4	
Road Safety Grant	191,000	200,240	9,240	105	5	
Total	5,969,974	4,781,446	(1,188,528)	80	(20)	(1,419,754)
Waste Management						
Waste Containers Compound	118,520	0	(118,520)	0	0	(118,520)
Total	118,520	0	(118,520)	0	0	(118,520)

Service	Annual Budget (£)	Total Expenditure (£)	Total (Under)/Overspend (£)	% Annual Budget Spent	% Variance %	Underspend to be carried forward to 2016/17 (£)
Property						
Building Risk Management Works	122,570	144,375	21,805	118	18	
Holyhead Fishdock	96,340	0	(96,340)	0	(100)	(96,340)
Llanbedrgoch cemetery	105,740	20,057	(85,683)	19	(81)	(85,683)
Beaumaris Pier	270,328	270,328	0	100	0	
Llandona Cemetery	147,370	101,782	(45,588)	69	(31)	(45,588)
Smallholdings	1,450,000	1,455,114	5,114	100	0	
Total	2,192,348	1,991,656	(200,692)	91	(9)	(227,611)
Corporate						
Smarter Working-Capital	1,125,000	171,943	(953,057)	15	(85)	(953,057)
Equal Pay	106,600	106,632	32	100	0	
IT Smarter Working - Citrix	190,000	0	(190,000)	0	(100)	(190,000)
ICT Strategy Contingency	23,960	38,960	15,000	163	63	
IT BACKUP SYSTEM	150,000	50,000	(100,000)	33	(67)	(35,096)
IT MICROSOFT EXCHANGE	21,830	21,830	0	100	0	
IT 3 COMM REFRESH	50,000	50,000	0	100	0	
IT ADDITIONAL BACKUP SYSTEM	20,000	20,000	0	100	0	
IT REPLACEMENT OF 2003 SERVERS	100,000	164,889	64,889	165	65	
IT PROVISION FOR MICROSOFT & ORACLE LICENCES	15,210	1,007	(14,203)	7	(93)	
IT CMS Upgrade	15,000	14,218	(782)	95	(5)	
IT - Infrastructure Enhancement	40,000	40,000	0	100	0	
Total	1,857,600	679,479	(1,178,121)	37	(63)	(1,178,153)
Planning						
HLF	350,000	365,801	15,801	105	5	
Breakwater Park Study VVP	10,000	11,100	1,100	111	11	
Holy Island Development VVP	19,200	19,232	32	100	0	
Mkt Hall Study VVP Grant	143,300	143,325	25	100	0	
Development Fees VVP THI phase 2	47,000	47,066	66	100	0	
Total	569,500	586,524	17,024	103	3	0
Social Services						
Haulfre Refurbishment	56,000	17,242	(38,758)	31	-69	(38,758)
Total	56,000	17,242	(38,758)	31	-69	(38,758)
Total	58,264,400	43,975,385	(14,289,015)	75	-25	(7,791,184)

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	31st May, 2016
Subject:	Asset Management Policy and Procedures – Policy Review
Portfolio Holder(s):	Cllr J Arwel Roberts (Highways, Waste & Property)
Head of Service:	Dewi R Williams
Report Author:	T Dylan Edwards – Principal Valuation Officer
Tel:	01248 752277
E-mail:	tdehp@anglesey.gov.uk
Local Members:	N/A

A –Recommendation/s and reason/s
<p>Recommendation To endorse report and adopt amended Policy.</p> <p>Background The Authority’s Asset Management Policy and Procedures (AMPP) document was last reviewed in March 2012. The document provides the policy framework in relation to the following property management topics:</p> <ul style="list-style-type: none"> • The disposal of assets • The letting of assets • Lease and property management • Rent arrears • Property Acquisition • Asset Transfers <p>As reported to the Executive Committee in its meeting dated 14th December 2015 (Item 5) the Scrutiny Outcome Panel considering the Disposal of Assets concluded that the current AMPP should be reviewed to incorporate a number of recommendations which intend to simplify, standardize and expedite the process along with reflecting changes to marketing practices since the policy was last reviewed.</p>

The main revisions are summarised as follows:

- a. Make amendments to reflect the present structure of the Heads of Services;
- b. Amend financial thresholds, marketing and disposal methods;
- c. Avoid unnecessary reporting;
- d. Simplify the reporting processes to Local Members, sharing information at a much earlier stage for information purposes rather than consulting at the end of the process.
- e. Conduct communications with Local Members via email rather than by letter.
- f. Redraft section 7.0 of the report (Asset Transfers) to ensure consistency with the previous sections and to reflect recent Welsh Government best practice guidance and legislation.

B – What other options did you consider and why did you reject them and/or opt for this option?

N/A

C – Why is this a decision for the Executive?

This is a revision to an existing approved policy.

CH – Is this decision consistent with policy approved by the full Council?

This is a revision to an existing approved policy.

D – Is this decision within the budget approved by the Council?

There is no additional cost to the Authority in relation to the amendments made to the existing policy.

DD – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	The comments of the Chief Executive and SLT have been taken into account in drafting the policy - with particular reference to section 7 (Asset Transfers) of the document
2	Finance / Section 151	Comments made by the S151 Officer have

	(mandatory)	been taken into account when drafting this policy
3	Legal / Monitoring Officer (mandatory)	Comments made by Legal Services have been taken into account when drafting this policy
4	Human Resources (HR)	
5	Property	N/A – This report has been prepared by Property
6	Information Communication Technology (ICT)	
7	Scrutiny	Amendments to the existing policy document are being made on the instigation and recommendations made by the Scrutiny Outcome Panel in November 2015
8	Local Members	
9	Any external bodies / other/s	

E – Risks and any mitigation (if relevant)		
1	Economic	N/A
2	Anti-poverty	N/A
3	Crime and Disorder	N/A
4	Environmental	N/A
5	Equalities	N/A
6	Outcome Agreements	N/A
7	Other	N/A

F - Appendices:
Appendix A – The draft revised policy

FF - Background papers (please contact the author of the Report for any further information):

ISLE OF ANGLESEY COUNTY COUNCIL

ASSET MANAGEMENT POLICY AND PROCEDURES
(Procedures for Selling, Letting, Lease Management, Rent Arrears,
Buying & Transferring of Property)

MAY 2016

HEAD OF SERVICE HIGHWAYS, WASTE & PROPERTY

PROPERTY SERVICES

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1.0 INTRODUCTION

- 1.1 The Isle of Anglesey County Council Constitution delegates' authority to the Head of Service (Highways, Waste & Property) to acquire or dispose of land and buildings in accordance with this Asset Management Policy and Procedures.
- 1.2 This Asset Management Policy and Procedures document sets out the guiding principles to be used in such instances.
- 1.3 Essentially this Plan will:-
 - a) Act as a reference point for procedural matters when managing the Council's property assets.
 - b) Ensure that the Council is consistent in its dealings with the general public in relation to property matters.
 - c) Ensure that Best Value is taken into account when managing the Council's property assets.
 - d) Ensure that the Council meets the requirements of current legislation in relation to Local Authority property management, in particular, the Local Government: General Disposal Consent (2003) or any subsequent revisions.
 - e) Delegate certain Property Management facilities to the Head of Service (Highways, Waste & Property).
 - f) Enable the Council to act in an efficient and effective manner when responding to requests from the general public in relation to its property portfolio.
- 1.4 This Policy does not apply to the management of the Council's Smallholdings Estate or the David Hughes Charity Estate.
- 1.5 This Policy shall not apply to development land when the Council itself is a partner in a proposed development e.g. provision of Social Housing.
- 1.6 Any deviation from the Policy shall require the consent of the Executive/Relevant Portfolio Members as will any future amendment of this policy.
- 1.7 This Asset Management Policy shall not apply to statutory disposals made on behalf of the Housing Revenue Account (HRA) or to Right-to-Buy disposals made under the Housing Act 1985.
- 1.8 Sections 2.3, 3.2 and 3.3 of this Asset Management Policy, at the discretion of the Head of Service (Highways, Waste & Property), shall not apply to small areas of land where only one prospective purchaser or prospective tenant in the market could make purposeful use of it. In circumstances where a small number of prospective purchasers or prospective tenants or a Town or Community Council may have interest in purposeful use of a small area of land, a "mini-tender" may be adopted at the discretion of the Head of Service (Highways, Waste & Property), rather than the full marketing procedure, and such exceptions are to be limited to prospective sale

values of less than £10,000 or prospective rental values of less than £500 per annum.

- 1.9 Disposal of industrial development plots are subject to a separate application process.

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- 2.0 **DISPOSAL OF ASSETS** (defined as a transaction for a capital value that can include freehold sales, long leases, easements, release of covenants and the granting of other minor rights)
- 2.1 Disposal of the Council's assets should follow the guidelines and procedure set out below.
- 2.2 Local Members are to be informed at the commencement of the marketing process for information purposes only via email.
- 2.3 Marketing of the property to be disposed of shall take place in each and every case for a reasonable period of time. Should the Council receive a written declaration of interest in a property which has not been subjected to a marketing campaign, such a campaign must be instigated before any further negotiations can take place with the interested party.

For all property	:	"For sale" board on site and marketing on the Council's own website along with at least one national marketing website (such as Rightmove or similar). On occasion additional specialist marketing may be required on a case by case basis.
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The method of disposal shall either be by sealed tender or public auction depending on the type of property, its condition, its value and the preliminary condition in the market. This decision to either market or dispose will be taken by the Head of Service (Highways, Waste & Property) incorporating professional opinion and best practice. In each case a reserve price will be set beforehand. This shall not apply to industrial development plots which are subject to an application procedure. If a special purchaser is identified; defined as "a particular buyer for whom a particular asset has a special value because of advantages arising from its ownership that would not be available to other buyers in a market" (International Valuation Standards). The matter shall be dealt with as a deviation from policy as per clause 1.6 and referred to the Executive/Relevant Portfolio Members.

- 2.4 All properties will be sold on the basis of Market Value as defined in the Royal Institution of Chartered Surveyor's Valuation Professional Standards 4(1.2). The Market Value will form the Reserve Price in any Public Auction or Sealed Tender exercise.
- 2.5 The responsibility for taking the decision on whether or not a property should actually be sold will be related to the Market Value of the property in question:-

Up to £250,000	:	Head of Service (Highways, Waste & Property) in consultation with the Portfolio Member
Over £250,000	:	The Executive or Relevant Portfolio Members

- 2.6 In the event of the Portfolio Holder and the Head of Service (Highways, Waste & Property) being unable to come to an agreement in relation to disposing of a property the matter should then be referred to the Executive.
- 2.7 Any declarations of interest in a particular property received from the general public by other service departments shall be passed on to the Head of Service (Highways, Waste & Property) to be dealt with in accordance with this Asset Management Policy. The comments of the Service Department in question will be considered before any disposal takes place.
- 2.8 Before a property is disposed of on the open market it must first be offered to other service departments who will be given 14 days to show that they have a genuine need for the property in question. Should a service department be successful in securing the use of the property in question, that department will be responsible for all costs relating to the property. Any bids by service departments will be assessed by the Head of Service (Highways, Waste & Property). Each application will be considered on its merits; however, before taking on new assets and causing potential unnecessary delays to disposals, acquiring services will need to demonstrate their commitment to fund the running costs and pay the market value for the asset (as an internal transfer).
- 2.9 The detailed terms and conditions of any disposal will be agreed by the Head of Service (Highways, Waste & Property).
- 2.10 Services are to remain liable for the associated running costs of their surplus or assets held for sale (costs may include, but are not limited to: servicing of fixtures and fittings, utility standing charges, empty business rates, insurance and security) until they are either sold or transferred to another Service (2.8).

3.0 LETTING OF ASSETS (defined as a transaction for a fixed period of time for a rental income)

3.1 Letting of the Council's property assets should follow the guidelines and procedures set out below.

3.2 Marketing of the property to be let should take place in each and every case for a reasonable period of time at the discretion of the Head of Service (Highways, Waste & Property). Should the Council receive a written declaration of interest in a property which has not been subjected to a marketing campaign, such a campaign must be instigated before any further negotiations can take place with the interested party (with the exception of 3.8)

For all property	:	"To let" board on site and marketing on the Council's own website along with at least one national marketing website (such as Rightmove or similar). On occasion additional specialist marketing may be required on a case by case basis.
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3.3 Following the marketing campaign each application received will be assessed in terms of the proposed use of the property. Two trade references and a bank reference (when trade references are not applicable they will be replaced by character references) will be obtained. Where more than one application is received and subject to budget availability, a formal credit check should be conducted on each applicant. Should one of the above be unsupportive, the application should be turned down.

3.4 Assets will be let on the basis of Market Rent as defined by the Royal Institution of Chartered Surveyor's Valuation Professional Standards 4(1.3). The Market Rent will form the guide price on marketing details.

3.5 The decision on whether or not to let a property asset and the choice of tenant will be the responsibility of the Head of Service (Highways, Waste & Property), unless the Market Rent is greater than £50,000 (fifty thousand pounds). Where the Open Market Rent exceeds £50,000 per annum or if the Head of Service (Highways, Waste & Property) is unable to select a tenant, for whatever reason, the decision will be made by the Executive or the relevant Portfolio Members.

3.6 The detailed terms and conditions of any letting will be agreed by the Head of Service (Highways, Waste & Property). This shall include measures to ensure compliance with the lease terms and conditions such as a financial bond or a guarantor as deemed appropriate by the Head of Service (Highways, Waste & Property).

3.7 A register of all lettings authorised by the Head of Service (Highways, Waste & Property) will be kept within the Property Service.

- 3.8 Marketing of an empty property may be avoided where existing tenants, who have fully complied with their existing lease agreements and where expressions of interest have been received to relocate their business into alternative premises, will be allowed to relocate subject to a review of their agreement terms and conditions by the Head of Service (Highways, Waste & Property).

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4.0 LEASE MANAGEMENT/PROPERTY MANAGEMENT

- 4.1 The renewal of Business Tenancies under the Landlord and Tenant Act 1954 will be the responsibility of the Head of Service (Highways, Waste & Property).
- 4.2 The reviewing of a rent as part of the terms and conditions of a current lease will be the responsibility of the Head of Service (Highways, Waste & Property).
- 4.3 Issuing consent for the alteration of any leased premises will be the responsibility of the Head of Service (Highways, Waste & Property).
- 4.4 Applications for the assignment of a lease will be considered by the Head of Service (Highways, Waste & Property) who shall assess the suitability of the assignee as a tenant (Section 3.3 of this plan applies).
- 4.5 Issuing any other consent in relation to the terms and conditions of a lease will be the responsibility of the Head of Service (Highways, Waste & Property).
- 4.6 Applications for wayleaves or easements will be dealt with by the Head of Service (Highways, Waste & Property). This applies when the Council either gives or takes the easement or wayleave.
- 4.7 Any agreements with a term of fewer than 12 months or the granting of any Licence or any non-exclusive possession permission to occupy property may be agreed by the Head of Service (Highways, Waste & Property).
- 4.8 Should a services department no longer wish to make use of a property they control, the property in question must be declared surplus to requirements. The service department in question will remain responsible for the said property, and all associated costs, until the property is disposed of or let. The decision in respect of the future utilisation of the property in question will be made by the Head of Service (Highways, Waste & Property).
- 4.9 The Head of Service (Highways, Waste & Property) will be authorised to accept the surrender of a lease, oppose the renewal of a lease or terminate any lease for whatever reason he sees fit.
- 4.10 In instances for shorter term leases and whereby requests are received for a rental value which is below Market Rent the following sections shall apply:
- 4.11 The Property Service, on behalf of the Council, shall obtain Market Rent for the Property.
- 4.12 The request for a rental reduction will be referred to the appropriate Service associated with the activities of the proposed users/ occupiers and that Service will deal with the application, in respect of rental payments. The appropriate Service dealing with the application will be responsible for allocating a budget to enable a

payment to be made to the applying organisation in respect of the equivalent rent reduction and to enable that organisation to make payment of full Market Rent to the Council.

- 4.13 In the event that the application is refused, the matter may be referred to the Executive/Relevant Portfolio Members for consideration if requested by the applicant.

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5.0 RENT ARREARS

- 5.1 The preferred method of rent collection shall be through a Direct Debit arrangement, avoiding the need to raise invoices. Tenants shall enter into Direct Debit arrangements on legal completion of the lease.
- 5.2 Collection of rent shall be carried out by the Finance Department. Rent is demanded within 14 days and if payment is not received a reminder is sent out 7 days later. A letter from the Council Solicitor is sent out 14 days following the reminder should the rent remain outstanding.
- 5.3 If a tenant has not paid rent for two months or more, and has been issued with demands, reminders etc. as stated above, the Head of Service (Highways, Waste & Property) as landlord will issue a letter requesting full payment of the outstanding debt within 48 hours.
- 5.4 If payment is not received within the stipulated 48 hours the premises should be peaceably re-entered and the lease therefore terminated if the lease allows. This is in accordance with the terms and conditions of leases currently offered by the Council.
- 5.5 The Head of Service (Highways, Waste & Property) in consultation with the Finance Department is authorised to negotiate a payment plan for rent arrears should there be a case where this is in the Council's best interest.

6.0 PROPERTY ACQUISITION

- 6.1 In the event of a service department wishing to purchase property for its use, a request must be passed on to the Head of Service (Highways, Waste & Property). The service department must inform the local member in each and every case via email.
- 6.2 The responsibility for taking the decision on whether or not a property should actually be acquired will be related to the Market Value of the property in question:-

Up to £100,000	:	Head of Service (Highways, Waste & Property) in consultation with the Portfolio Member.
Over £100,000	:	The Executive

- 6.3 All acquisitions of property will be made on the basis of Market Value as defined by the Royal Institution of Chartered Surveyor's Valuation Professional Standards 4(1.2).
- 6.4 In the event of the Portfolio Holder and the Head of Service (Highways, Waste & Property) being unable to come to an agreement in relation to the acquisition of a property the matter shall then be referred to the Executive.

7.0 ASSET TRANSFERS

- 7.1 This policy outlines the Council's approach to community asset transfer. It provides a clear, transparent and positive framework to assist in the consideration of appropriate transfers of assets to third sector and community organisations. An asset is land or buildings in the ownership of the Council. Unless specifically excluded, this policy relates to any Council owned asset as a potential transfer and leaves this open for a decision on a case by case basis by the Corporate Land and Buildings Assets Group (CLBAG) and will be subject to the Welsh Government's guidelines in particular Well-being of Future Generations (Wales) Act 2015 and the National Assets Working Group Best Practice Guidelines.
- 7.2 The Council aims to be a professional and well run council, innovative and outward looking in its approach, committed to developing our people and partnerships in order to deliver efficient and effective services of good quality, that are highly valued by our citizens. Community development and empowerment of communities to help them deliver their own solutions to identified local needs and demands is consistent with this aim. The Council will consider both leasehold and freehold transfers (where it is in the interests of the Council).
- 7.3 Generally, long-term leases will be considered most appropriate to allow the Council to retain some control, but where the transfer of a freehold is considered appropriate, covenants protecting the Council's interests will be secured in the transfer.
- 7.4 All transfers will be considered on a case by case basis and will take account of the Council's responsibility to obtain 'best consideration' in the disposal of its assets. However, in circumstances where transfers are deemed to promote the economic, social or environmental wellbeing of the area the Council may agree that 'best value' in these circumstances is a transfer at less than market value (subject to 7.9 h).
- 7.5 Exclusions to the asset transfer policy are as follows:
- a) Schools sites and buildings identified as surplus as part of the Welsh Government's 21st Century Schools Programme. It shall be the Council's policy to sell such sites for the best possible consideration and wherever practicable to maximise capital receipts from such sites.
 - b) The David Hughes Estate is held on trust by the Council for the charitable purposes and subject to the Charities Acts.
- 7.6 The following sections provide a protocol and guidance for consideration of transfer of property assets to Third Sector (Charitable, Community and Voluntary Groups); Social Enterprises and Local Community Councils.

Guiding Principles Relating to Proposals for Asset Transfer Purpose

- 7.7 The Council exists to provide certain services for the people of the island. The Council is mindful of the potential for other organisations to assist in the delivery

of local services and the need in certain instances for assets to support such provision. The Council will determine at a strategic level how services are to be delivered and provided to the public. Strategic service delivery plans form the basis of decisions regarding the provision and management of assets to support service delivery. It follows that the Council will consider asset transfers to other organisations where it is clear that the basis for doing so would be for supporting the provision of local or strategic services.

- 7.8 The Council has a legal statutory duty to obtain best value for its assets. The Council also relies significantly upon revenue savings and capital receipts from the sale of surplus sites and premises to support the provision and upkeep of remaining assets for service delivery. In cases where the Council is unable to identify sufficiently strong purpose for asset transfer to another organisation, or where there is doubt as to whether asset transfer for the benefit local communities outweighs the benefits of alternative options for disposal which are open to the Council, there is likely to be a stronger case presented for a decision towards maximisation of financial benefit to the authority.

Principles to be applied

- 7.9 The following guiding principles will therefore be applicable during the consideration of any proposals for disposal of property at less than market value, whether by means of leasehold or freehold disposal.
- a. In relation to school sites and buildings identified as surplus as part of the Council's school places rationalisation programme or in connection with the Welsh Government's 21st Century Schools Programme, it shall be the Council's policy to sell such sites on the open market (unless alternative use by a Council service is identified) and wherever practicable to maximise capital receipts from such sites by considering development potential and taking steps to include such potential within sales particulars.
 - b. In considering potential asset transfer options the Council shall give due consideration to and balance the competing requirements of local communities against the benefits which may accrue to the wider community. Such consideration shall include appraisal of all costs to the Council of disposal at less than market value, including revenue implications. Benefits to local communities will be viewed in the context of how these may also assist the island as a whole.
 - c. Disposals at less than market value may be deemed appropriate where there is evidence of market failure or where asset transfer is likely to be the only mechanism for maintaining established services which are identified as being beneficial to the wider community and where no realistic alternative means of provision has been identified.
 - d. In instances where competing requests for asset transfer are identified for a single

property the Council shall consider advertising the availability of the site and this may include options for purchase of the site on the open market. A matrix for scoring applications shall be determined prior to placing the advert and shall include whether a public service is to be delivered from the site, quality of the proposed service provision, frequency of use of the site per week or month, cost benefits to the Council.

- e. The Council will normally only consider asset transfer at less than market value to Community and Town Councils, Third Sector Organisations (Voluntary, Charitable or recognised Social Enterprises) and Community Based Groups (which may have been formed specifically for the purpose). However, transfers to organisations at less than market value will be subject to State Aid rules.
- f. In all cases asset transfer shall only take place to a properly constituted body for which the following factors are clearly established and acceptable to the Council:
 - i. objectives of the organisation and the social, economic and environmental benefits to the community.
 - ii. risks – financial cost to the Authority, sustainability of the organisation - what would happen to the asset in the event of the organisation ceasing to exist.
 - iii. how the asset will be managed both on a day to day basis and over the long term, including impact on the Welsh Language in terms of the Welsh Language (Wales) Measure 2011.
 - iv. how the organisation will manage its financial affairs and the overall governance of the organisation.
 - v. the purpose for which the site or building is to be used is clear and is identified as directly supporting local communities and/or providing local or strategic services for the people of the island and can demonstrate public support.
- g. Sites and premises which are considered to be of value for strategic developments or which may be required in connection with the long term prosperity of the island shall not be considered for asset transfer even in cases where one or more of the above criteria are met.
- h. The Council may decide to include conditions in relation to disposals at less than market value whether of leasehold or freehold and such conditions may relate to the following:
 - proposed use of the site or building
 - length of term of lease
 - exclusion from the statutory protection of the Landlords and Tenant Acts

- provision of a financial surety
 - covenants or pre-emption clauses to ensure that the proposed use or development of the site is carried out as intended, within a reasonable timescale and that the site is not sold on for purposes other than those originally intended as a consequence of the asset transfer, without paying back any undervalue at the relevant percentage.
- i. With the exception of works necessary to ensure the Council meets its obligations with regard to health and safety, the Council will not undertake maintenance or improvements to properties prior to disposal by asset transfer.

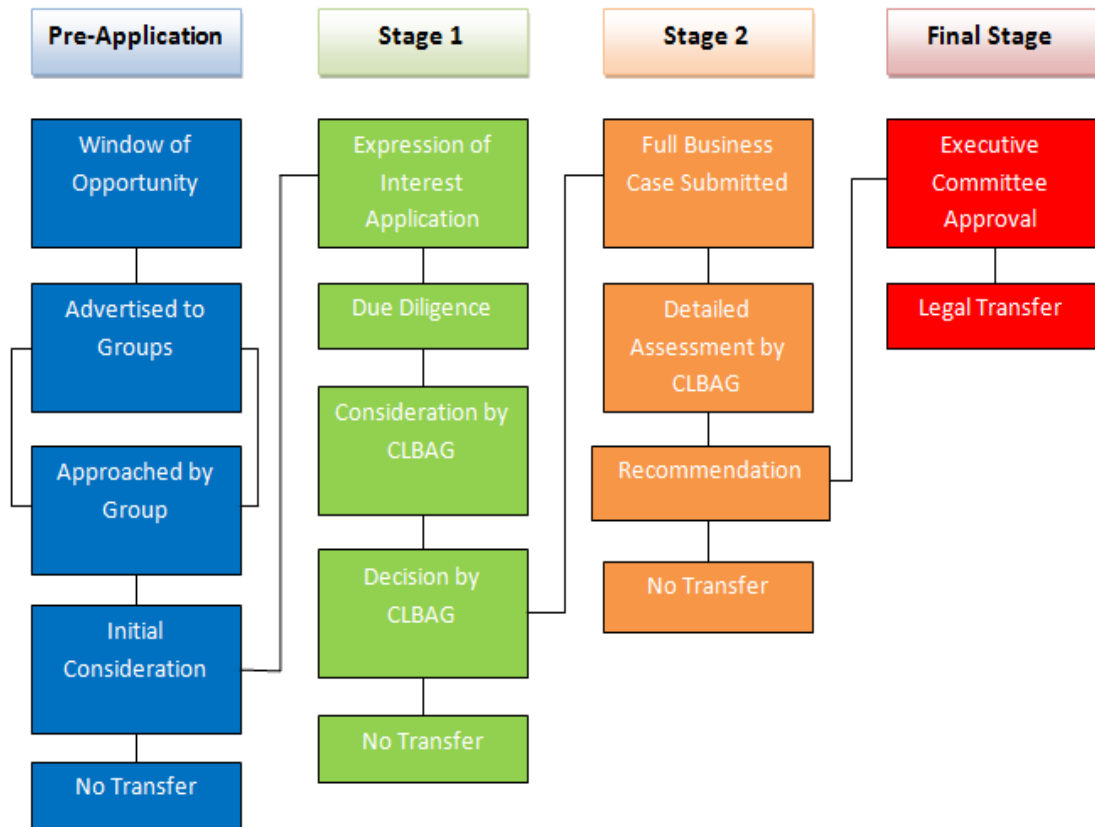
Issues for Consideration in Relation to Proposed Asset Transfers and Related Disposals

7.10 The following issues have been identified as requiring formal and detailed consideration as part of any proposal to transfer of property assets to another organisation:

- a. Need for initial appraisal of proposed asset transfer prior to more detailed consideration.
- b. How will the organisation ensure that it provides services and opportunities to members of the community through the medium of Welsh and treats the Welsh language no less favourably than the English language.
- c. Independently assessed Market Value of the asset.
- d. Proposed value of asset transfer.
- e. Whether the asset is to be transferred at undervalue and if so whether this difference is less than or greater than £2M (See general Disposal Consent [Wales] Dec 2003)
- f. Nature of the organisation taking on the asset, governance and sustainability.
- g. Intended use of the asset by the organisation, whether or not there is a need and public support.
- h. Whether the purpose, nature of the organisation and intended use of the asset are consistent with being in the interests of the economic, social or environmental wellbeing that will benefit the area, part of the area or people's resident or present in the area.
- i. Whether the identified economic, social or environmental wellbeing benefits the area by an amount commensurate with the proposed undervalue transfer.
- j. Impact on the Council's retained assets.

- k. Whether the nature of the organisation and intended use of the asset would result in a transfer of the asset breaching European Union State Aid Regulations.
- l. Whether the transfer relates to an “open space” defined by section 336(1) of the Town and Country Planning Act 1990 and should be disposed under the terms of the Local Government Act 1972 s123(2A) which necessitates advertisement in a local paper for 2 weeks and consideration of any representations made as a result.
- m. Whether the transfer relates to “playing fields” which should be disposed under the terms of the Playing Fields (Community Involvement in Disposal Decisions) [Wales] Measure which necessitates the need to conduct various consultations, impact assessments and consider any representations made.
- n. Whether the proposal is to transfer freehold to the organisation or transfer by way of a lease
- o. Whether the transfer is to be conditional upon services being provided from the asset by the organisation
- p. The Welsh Government recommends that Local Authorities confer with their external auditors when seeking to rely on the General Disposal Consent
- q. In cases where more than one asset is under consideration for transfer to an organisation, each proposed transfer is to be reviewed separately in relation to the above criteria

Process for Consideration of Asset Transfers



7.11 Any Council service wishing to consider a transfer of one or more assets to another organisation must refer the matter to CLBAG at the earliest opportunity. Any requests for asset transfers received from outside bodies or organisations must be forwarded to Property Services who will bring the matter before CLBAG for consideration. Any requests received directly by, or any proposals initiated by Property Services, will be brought to the attention of CLBAG by Property Services.

7.12 Property Services will follow this protocol in considering such proposals. Upon receiving details of requests or proposals for asset transfers, Property Services will review the Asset Register to establish the following:

- a. That the Council is the freehold owner of the asset
- b. Which Service is responsible for management or operation of the asset
- c. Whether the asset has any legal covenants or restrictions attached to the Title and whether these would restrict the further consideration of an asset transfer
- d. Property Services will formally consult with the service which is responsible for the management and operation of the asset

- e. Property Services will consult with all Council services to establish any interest for further or alternative use of the asset by the Council. If one or more services registers an interest in further use of the asset this will be considered in detail with the relevant services to identify appropriate budgets, authority and approval in conjunction with consideration of the asset transfer proposal.
 - f. In relation to assets considered suitable for transfer; Property Services will contact relevant external organisation and send a Pre-Application Expression of Interest application form with a request for this to be completed and returned within a maximum of 6 weeks. The form will make clear to the organisation the next steps in the process and the requirements the Council will make of the organisation during the next stages e.g. preparation of Business Plan, provision of financial information, payment of fees and other relevant costs. A form for this purpose is appended to this document (Appendix 1).
 - g. The Expression of Interest form will be assessed by Corporate Land and Buildings Assets Group (a panel consisting of the relevant Services including Finance, together with appropriate officers) in a timely manner (not exceeding 6 weeks). If the initial application response is deemed to be satisfactory the following steps in this process will be undertaken. If the response is deemed to be unsatisfactory the Panel will make a recommendation and the application will be refused providing clear reasons for the refusal.
 - h. When it is clear that matters identified above would not prohibit an asset transfer process Property Services will obtain independent Market Valuations of the Property on the basis of existing usage, the proposed usage by the external organisation and, if appropriate, potential development value. Independent Market Valuations will usually be obtained through the Valuation Office Agency (District Valuer). The costs of the DV valuation and any other external fees e.g. Legal costs are to be borne by the organisation to whom the asset transfer is proposed to be made, unless a decision by the Executive is made to the contrary.
 - i. Property Services will review the proposal to determine the proposed value of transfer and any undervalue.
- 7.13 The Council's approved Asset Management Policy and Procedures requires any disposal to be at market value following a marketing campaign other than in certain specified circumstances. Any deviation from the policy will require Executive approval. By its nature, an asset transfer to a specific organisation is unlikely to result from a marketing campaign and is likely to be at a sum below market value. It follows that proposals for asset transfers will, in all probability, need to be considered by the Executive for decision. Property Services will discuss details of the proposal with the relevant service to determine information required to be included in the report to the Executive. Information regarding the nature of the organisation, services to be provided from the asset, use of the asset and any conditions relating to use will need to be included.

- 7.14 In instances where the proposed transfer would result in an undervalue exceeding £2M or otherwise when the proposal does not fall within the scope of the General Disposal Consent [Wales] 2003, prior authority from Welsh Government will be required and alternative advice will be required as this protocol will not be appropriate.
- 7.15 Property Services will undertake consultation with and seek authority and further advice from Welsh Government.
- 7.16 Property Services will consult with the Finance and Legal services to review the following:
- a. whether the proposed transfer may be considered to be in the interests of the economic, social or environmental well-being that will benefit the area
 - b. whether the proposed transfer would constitute a breach of State Aid regulations
- 7.17 Property Services will inform and obtain observations from the relevant Local Members for the ward where the property is located.
- 7.18 With the assistance of other departments Property Services will prepare a report for the Executive setting out all relevant information including specific advice on the following:
- a. Whether the disposal is in the interests of the economic, social or environmental well-being that will benefit the area
 - b. Whether the disposal is considered to result in a breach of state aid regulations
 - c. The views of the Local Member, Portfolio Holder and initial review panel
 - d. The views of the relevant service with responsibility for the management and operation of the asset or, if applicable, the views of the relevant service in relation to the proposed use of the asset following transfer.
 - e. Responses to consultations and alternative uses identified for the asset.
 - f. Details of the open market valuation and proposed transfer value together with reasons for making the transfer, in the following form:

Asset	Valuation (£)	Transfer Price (£)	Undervalue (£)	Undervalue (€)	Reason for Transfer
Total					

- 7.19 When Executive approval of the transfer is granted, Property Services will instruct Legal Services, including relevant and appropriate terms and conditions, to proceed with the transfer documentation and complete the transfer.

- 7.20 When the proposed transfer is conditional upon the delivery of a public service from the asset, the relevant service shall be responsible for preparing the terms of a service level agreement to be entered into with the organisation for that service.

Assessment of State Aid

- 7.21 Assessment of State Aid requirements may require further specialist advice but consideration of the following matters will guide decisions as to whether State Aid is likely to be significant factor influencing a decision on asset transfers:

- a. State Aid is defined under Article 87(1) of the EC Treaty as being any public resource given selectively to an undertaking that could potentially affect competition and intra-community trade. An undertaking is defined as any entity, regardless of its legal status, that is engaged in economic activity. It can include voluntary and non-profit making public or private bodies when they are engaged in economic activities which have commercial competitors.
- b. It is the responsibility of the Authority to ensure that it complies with State Aid rules. In considering the application of State Aid rules, the nature of the activities to be undertaken at the premises which are the subject of the asset transfer are to be examined. Relevant EC Case Law will need to be reviewed in the context of findings. UK Government expects a “risk-based” approach to be undertaken where appropriate.
- c. The review will require the recording of the aims of the proposed asset transfer, consideration of each activity to be undertaken at the premises against case law and precedents where such exist, and whether the activity is such that State Aid would apply. An example of a review matrix is included as Appendix 2 to this document, along with examples of case law and other circumstances that may be considered relevant.
- d. Key tests for consideration for State Aid to be present are as follows:
 - the aid is to be granted by the State or through State resources
 - the aid provides an advantage to the undertaking
 - the aid is selective – it favours certain undertakings or production of certain goods
 - it distorts or threatens to distort competition
 - it affects trade between Member States

- 7.22 Any award of public resources meeting all of the above tests is deemed to be State Aid and is subject to the Regulations accordingly. In instances where State Aid is deemed to apply notification of the proposal to Brussels will be required and this is outside the scope of this document.

Appendix 1 - Community Asset Transfer Expression of Interest (EOI)

Anglesey County Council has an approved protocol for the consideration of requests and proposals for the asset transfer of property which is deemed to be surplus to requirements. The Council will conduct consultations and due diligence and may request further information in due course.

The following Application Form is an initial stage in the consideration of any proposals for asset transfer. You are requested to provide responses to the following questions and to submit these to the following:

Isle of Anglesey County Council
 Head of Service (Highways, Waste & Property)
 Sustainable Development Department
 Council Offices
 Llangefni
 Anglesey. LL77 7TW

Organisation	
Applicant	
Contact details	
Date	

1. Introduction	
The Outline Business Case	
a.	Is this a request to take possession of a specific asset? If yes, please provide details.
b.	Have you been invited to make a request by the Local Authority? If yes, please provide details.
c.	Is this an exploratory request? If yes, please provide details of your requirements.
d.	Other reason? If yes, please provide details.
e.	Have any other buildings in the vicinity been considered for use?

2. Background	
Describe your organisation	
a.	The services provided
b.	The area of service provision
c.	People numbers and organisational structure
d.	The accommodation you currently use
e.	How your organisation is funded
f.	How your organisation provides services to the public through the medium of the Welsh language.

3. Why the asset is needed	
Is your existing accommodation	
a.	Unsuitable?
b.	In the wrong location?
c.	Too costly or you have received notice to vacate?
d.	Is your service expanding?
e.	Are you providing additional services?
f.	Have you considered other properties/assets?

4. Benefits	
Provide details of the benefits that you consider could be achievable.	
You should include benefits to your organisation, to the community and to Anglesey.	
a.	Will the asset enable service improvements?
b.	Will additional services be provided?
c.	Will the service become more visible?
d.	Will the service become more accessible?
e.	Will the asset compliment other services or organisations or enable collaborative working?
f.	Will it safeguard services?
g.	Will there be any financial savings?

5. Organisational Health Check	
Consider your Organisations ability to maintain services delivery and deliver benefits	
a.	Do you have a mission and objectives?
b.	What are your governance arrangements?
c.	Do you have a written constitution or Memorandum & Articles of Association? Please provide Company/Society registration number and/or Charity registration number.
d.	Do you publish an annual report? If yes, please provide the most recent copy.
e.	What financial package is in place to support your proposal and how secure is the funding?

6. Partners, Collaborators and Stakeholders	
Are you proposing any arrangements with the council or other public or third sector organisations?	
a.	Provide details and state the scope of their involvement.
b.	Are they supportive of this proposal?
c.	Has the organisation consulted with the local community and can demonstrate broad community support?

Following receipt of your reply in respect of the above the Council will arrange a Panel to assess your responses to these questions and advise you as to further steps to be proposed. If the Panel considers that an asset transfer is not appropriate you will be informed providing the rationale for refusal.

If the Panel agrees that your submission should be considered further the Council is then required to obtain an independent market valuation of the property and, if appropriate, potential development value. Your organisation will be asked in due course to bear the costs of the Valuation Office Agency (District Valuer) and any other relevant fees. Please confirm that you are willing to accept making payment in respect of such fees.

The Council must adhere to various measures set out in the Welsh Government's General Disposal Consent and this will require consideration of matters such as the economic, social or environmental well-being that will benefit the area through a transfer, state aid regulations and the value of a sale. If the Panel agrees your submission should be considered further we will require additional information to support this consideration and in relation to the General Disposal Consent and the Council will contact you further to request such information. This may include, for example, a Business Plan for the venture, constitution of the organisation, charitable status, financial accounts or balance sheet, etc. Please note that the asset transfer agreement is likely to contain a number of conditions on future use of the property and which will be based upon the information supplied and which may need to be the subject of further dialogue and negotiation.

A final decision on asset transfer will be taken by the Executive following consideration of a report which will provide details of the proposed venture and use of the building.

Guiding Principles Relating to Proposals for Asset Transfer Purpose

The Council exists to provide certain services for the people of the island. The Council is mindful of the potential for other organisations to assist in the delivery of local services and the need in certain instances for assets to support such provision. The Council will determine at a strategic level how services are to be delivered and provided to the public. Strategic service delivery plans form the basis of decisions regarding the provision and management of assets to support service delivery. It follows that the Council will consider asset transfers to other organisations where it is clear that the basis for doing so would be for supporting the provision of local or strategic services.

The Council has a legal statutory duty to obtain best value for its assets. The Council also relies significantly upon revenue savings and capital receipts from the sale of surplus sites and premises to support the provision and upkeep of remaining assets for service delivery. In cases where the Council is unable to identify sufficiently strong purpose for asset transfer to another organisation, or where there is doubt as to whether asset transfer for the benefit local communities outweighs the benefits of alternative options for disposal which are open to the Council, there is likely to be a stronger case presented for a decision towards maximisation of financial benefit to the authority.

Principles to be applied

The following guiding principles will therefore be applicable during the consideration of any proposals for disposal of property at less than market value, whether by means of leasehold or freehold disposal.

- a. In relation to school sites and buildings identified as surplus as part of the Council's school places rationalisation programme or in connection with the Welsh Government's 21st Century Schools Programme, it shall be the Council's policy to sell such sites on the open market (unless alternative use by a Council service is identified) and wherever practicable to maximise capital receipts from such sites by considering development potential and taking steps to include such potential within sales particulars.
- b. In considering potential asset transfer options the Council shall give due consideration to and balance the competing requirements of local communities against the benefits which may accrue to the wider community. Such consideration shall include appraisal of all costs to the Council of disposal at less than market value, including revenue implications. Benefits to local communities will be viewed in the context of how these may also assist the island as a whole.
- c. Disposals at less than market value may be deemed appropriate where there is evidence of market failure or where asset transfer is likely to be the only mechanism for maintaining established services which are identified as being beneficial to the wider community and where no realistic alternative means of provision has been identified.
- d. In instances where competing requests for asset transfer are identified for a single property the Council shall consider advertising the availability of the site and this may include options for purchase of the site on the open market. A matrix for scoring applications shall be determined prior to placing the advert and shall include whether a

public service is to be delivered from the site, quality of the proposed service provision, frequency of use of the site per week or month, cost benefits to the Council.

- e. The Council will normally only consider asset transfer at less than market value to Community and Town Councils, Third Sector Organisations (Voluntary, Charitable or recognised Social Enterprises) and Community Based Groups (which may have been formed specifically for the purpose). However, transfers to organisations at less than market value will be subject to State Aid rules.
- f. In all cases asset transfer shall only take place to a properly constituted body for which the following factors are clearly established and acceptable to the Council:
 - objectives of the organisation and the social, economic and environmental benefits to the community.
 - risks – financial cost to the Authority, sustainability of the organisation - what would happen to the asset in the event of the organisation ceasing to exist.
 - how the asset will be managed both on a day to day basis and over the long term, including impact on the Welsh Language in terms of the Welsh Language (Wales) Measure 2011.
 - how the organisation will manage its financial affairs and the overall governance of the organisation.
 - the purpose for which the site or building is to be used is clear and is identified as directly supporting local communities and/or providing local or strategic services for the people of the island and can demonstrate public support.
- g. Sites and premises which are considered to be of value for strategic developments or which may be required in connection with the long term prosperity of the island shall not be considered for asset transfer even in cases where one or more of the above criteria are met.
- h. The Council may decide to include conditions in relation to disposals at less than market value whether of leasehold or freehold and such conditions may relate to the following:
 - proposed use of the site or building
 - length of term of lease
 - exclusion from the statutory protection of the Landlords and Tenant Acts
 - provision of a financial surety
 - covenants or pre-emption clauses to ensure that the proposed use or development of the site is carried out as intended, within a reasonable timescale and that the site is not sold on for purposes other than those originally intended as a consequence of the asset transfer, without paying back any undervalue at the relevant percentage.
- i. With the exception of works necessary to ensure the Council meets its obligations with regard to health and safety, the Council will not undertake maintenance or improvements to properties prior to disposal by asset transfer.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive
Date:	31st May 2016
Subject:	Anglesey's Information, Advice and Assistance HUB (In response to the Social Services and Wellbeing Act ((Wales)) 2014.)
Portfolio Holder(s):	Aled Morris-Jones (Social Services) Kenneth Hughes (Lifelong Learning)
Head of Service:	Anwen Huws (Children's Services)
Report Author:	Laura James-Mowbray (Transformation Programme Manager)
Tel:	01248 752715
E-mail:	ljmed@ynysmon.gov.uk
Local Members:	All - Anglesey wide service

A –Recommendation/s and reason/s

Recommendation:

R1 That the Executive approves the establishment of an 'Anglesey Hub', which will act as a one stop shop for any enquiries relating to the provision of Information, Advice and Assistance (Social Services and Wellbeing) for Children and Families on Anglesey.

R2 That the Executive notes that Part 9 of the Social Services and Wellbeing Act states that the Director of Social Services has overall responsibility for the Information, Advice and Assistance service; that this be delegated on her behalf to the Head of Children Services and that the new service sits under the management of Children's Services.

Reasons:

To ensure that the Local Authority complies with the legal requirements of the Social Services and Wellbeing Act (Wales) 2014 to **secure an information, advice and assistance service for care and support that is accessible, welcoming and approachable to all individuals within their locality be they adults or children.**

The proposal ensures that the Local Authority is able to provide:

- An accessible contact point relating to care and support which will be available through a variety of media (web, telephone, face to face, outreach, social networks and publications). This contact point must provide **information** on how the care system operates, the types of care and support available including preventative services, how individuals can access such services and how citizens can raise concerns about themselves or others who appear to have care and support needs. It should be flexible and responsive in order to deal with enquiries directly from the citizen as well as queries/referrals from professionals.
- A proactive service which supports individuals to access the care and support that matters to them. Presenting options and signposting citizens towards appropriate care and support, including **advice** on the range of preventative services available in the community. Where appropriate the service will actively **assist** people through, for example, the booking of appointments or commissioning services on their behalf.
- A proportionate assessment of care and support needs when offering advice and assistance shall be undertaken.

Most children are brought up and have their needs met within their own families and communities, accessing some services outside their immediate family unit by a range of universal services. Where they need additional support it is essential that they can access information, advice and assistance so that they can make informed decisions on how best to achieve their desired outcomes. This is a period of major change, with the advent of the Social Services and Wellbeing (Wales) Act 2014. The Local Authority more than ever will need to provide a cohesive model of well-being across services for children and their families. Establishing the Information Advice and Assistance service will enable

the Local Authority to improve the citizens' experience of finding out about care and support and to ensure a coordinated approach to the pathways of support.

B – What other options did you consider and why did you reject them and/or opt for this option?

Do Nothing:

The 'Do nothing' option in this case is not recommended as it would not enable the Local Authority to meet its statutory obligation. Whilst there is currently, a plethora of support available for differing health, social and wellbeing needs across Anglesey, neither these nor the pathways of support are coordinated. All too often pathways between agencies supporting children and families remain complex and difficult to negotiate for many. Often organisational boundaries get in the way of swift access to support and families revolve between the various "doors of access" to support. Maintaining the status quo will impact on the citizen's ability ensure that their needs are met and that they reach their potential. A culture of referring on will continue rather than an active engagement with families to help them make changes to improve their resilience and independence.

Do Something:

There has been a National drive in recent months towards an on-line central information point, funded by the Welsh Government and driven by the SSIA. DEWIS <http://www.dewis.wales/>. Currently this website is geared predominantly towards adult services; however they are working closely with local Family Information Services to enhance its capabilities to include Children's Services in the very near future. This may serve to address the provision of information in an on-line platform, but does not provide advice or assistance. We recognise that web based information portals will certainly be one of the main tools for the delivery of Information, however; the provision of Information and advice in its entirety is not just about producing accessible websites.

Partnership with Another Local Authority

This option has been considered and is not recommended. The role of the Information Advice and Assistance Hub is to respond to, and deliver on a truly local basis, and to create a whole systems change within the continuum of support for children and their families. This is a service that is best delivered on a local authority foot print.

Preferred Option: Enhanced Family Information Services

The Option presented to the Senior Leadership Team on the 21st March 2016 is to build on the current Family Information Service, with resources from the Team around the Family and Children Services to act as a "one stop shop". The recommendation involves the bringing together of services currently delivered within Children's Services and Lifelong Learning Service. There is initial interest from other agencies to join the Anglesey HUB and we are keen to develop this relationship. Early project indication is that there is no additional cost to the establishment of the Anglesey HUB, being that it is based on the movement of current dispersed resources into a central service; there may be costs associated to up-skilling of staff and the development of supportive ICT tools for effective data management.

C – Why is this a decision for the Executive?

The advice of the Head of Functions (Council Business) and Monitoring Officer has been sought.

This is a full executive decision because:-

- It has cross cutting implications for more than one service
- It involves partnership working with other bodies

CH – Is this decision consistent with policy approved by the full Council?

Yes

D – Is this decision within the budget approved by the Council?

Currently yes, the project will be aiming to deliver the new service within current budgets. The project is about joining posts across the Authority which are already funded within Council budgets.

Any additional funding that may become evident as part of the project will be linked to Training (particularly around 'assessing' needs) and the ICT needs of a new service.

DD – Who did you consult?**What did they say?**

1	Chief Executive / Strategic Leadership Team (SLT)	21/03/16 – Supportive of Business Case
2	Finance / Section 151	11/04/16 – Portfolio Holder requested Business Case makes clear that this is not a project to achieve savings; it is addressing our legal requirements from the Social Services and Wellbeing Act and improving customer experience. 11/05/16 – S151 Officer, no specific comments and no expectation for savings to be achieved from this change.
3	Legal / Monitoring Officer	To seek Executive approval
4	Human Resources (HR)	10/05/16 - Further details of the staffing implications will need to be discussed to consider the implications that may arise with the possible need to consult affected staff. The timelines already allow for relevant consultation periods. It would also be useful to outline any possible training needs that may arise as a result of implementing the new service.
5	Property	11/05/16 – Executive report viewed, no comment at this stage
6	Information Communication Technology (ICT)	09/05/16 - Supportive and able to support as project develops
7	Scrutiny	See point 2 above.
8	Local Members	Those in attendance at the 11/04/2016 scrutiny
9	Any external bodies / other/s	Third Sector Representation and Health Service within the Project Group.

E – Risks and any mitigation (if relevant)

1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

F - Appendices:

See Part 2, Chapter 5 (point 293 – 325)

<http://www.assembly.wales/laid%20documents/sub-ld10420/sub-ld10420-e.pdf>

FF - Background papers (please contact the author of the Report for any further information):

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	EXECUTIVE COMMITTEE
Date:	31 May 2016
Subject:	North Wales Commissioning Board
Portfolio Holder(s):	Cllr. Aled Morris Jones
Head of Service:	Alwyn R. Jones, Head of Adult Services
Report Author: Tel: E-mail:	Glyn Hughes 01248 752789
Local Members:	

A –Recommendation/s and reason/s
<p>On 19th March 2012 the Board of Commissioners approved the proposal to establish a Regional Commissioning, Procurement and Monitoring Hub in North Wales to serve the six Local Authorities and Betsi Cadwaladr University Health Board.</p> <p>This proposal was to last for a period of two years and following a review, further recommendations would be made to the Board.</p> <p>In May 2012 ('the 2012 Agreement') the Parties proceeded to establish the Regional Commissioning, Procurement and Monitoring Hub ('the Hub') to deliver collaborative commissioning activities across North Wales for the purposes of low volume, high cost placements.</p> <p>In June 2015 the Partners commissioned Oxford Brookes University to report on the workings of the Hub with a remit to make recommendations for future developments. This report recommended a move away from the procurement and monitoring activity formerly undertaken by the Hub and the development of a co-ordinating unit with an emphasis on strategy, allocating agreed regional projects, co-ordinated and managed through an annual work plan.</p> <p>A draft work programme has been developed for 2016 -2017 and the following are given priority within this programme:</p> <p>Stabilisation of the residential and nursing homes market:</p> <ul style="list-style-type: none"> • Review of the Care Home Market for Older People (analysis of current market performance and risks, development of action plans) • Ongoing negotiation of Care Fees <p>Market development of Domiciliary Care:</p> <ul style="list-style-type: none"> • Partners to consider a business case for a commissioning model • Regional / sub-regional development of tender documents

- Partners to tender for new domiciliary care contract

Effective and efficient Contract Management:

- Oversee Framework contracts
- Care Home pre-placement agreements
- Approved Provider Lists (children and adults care homes and domiciliary care)

The Partners have agreed to recommend establishing the Board to replace the former Hub and the Executive is requested to approve this. The terms of reference and formal agreement document are attached to this report as background documents

This Agreement would be pursuant to sections 162 – 169 Social Services and Well-being (Wales) Act 2014, the National Health Service Act 2006 and the NHS Bodies and Local Authorities Partnership Arrangements (Wales) Regulations 2000 (SI 2000/2993)

B – What other options did you consider and why did you reject them and/or opt for this option?

Integrated commissioning on a regional basis brings together strategies, plans and processes across health and social care in order to align outcomes, resources, systems and practice for the benefit of patients, carers, users and citizens. It provides for the synchronisation of planning and consultative processes, pays due attention to governance and accountability differences and is based on a full appreciation of the contribution to positive outcomes that different partners can make.

Regional integrated commissioning can bring benefits to the health and care system without integrating service delivery – although integration of delivery, where appropriate, can bring additional benefits for the patient experience and for more effective interventions.

Directors of Social Services and the Health Board and partners mandate the Board to develop and co-ordinate effective delivery of an endorsed regional work programme relating to strategic commissioning

The Board will collate and share information on good practice across the regions.

The Commissioning Board will provide/nominate appropriate resources (money and/or people) to deliver on the agreed work programme and any appointed task and finish groups established to deliver on the regional programme

It will be the role of the Commissioning Board to ensure that work streams being carried out by related stakeholder groups are linked into, compliment and do not duplicate the work plan of the Commissioning Board

It will be the role of the Commissioning Board and its members to provide information on progress to other related stakeholder groups

C Why is this a Decision for the Executive?Decision of 12th March 2012 to review after 2 years**D – Is this decision consistent with policy approved by the full Council?**

Yes

DD – Is this decision within the budget approved by the Council?

IoACC's current annual contribution to the Hub is £11368

Individual partner contributions to the new Commissioning Board would be as follows:

Partner	2016-17	2017-18	2018-19
Flintshire	£22,011	£20,910	£19,865
Conwy	£19,760	£18,772	£17,833
Denbighshire	£16,764	£15,926	£15,130
Gwynedd	£19,119	£18,163	£17,225
Anglesey	£11,301	£10,736	£10,119
Wrexham	£21,844	£20,752	£19,714
BCUHB	£49,048	£46,596	£44,266
Total	£159,848	£151,855	£144,262

E – Who did you consult?**What did they say?**

1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)

1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

FF - Appendices:



Commissioning
Partnership Terms of

G - Background papers (please contact the author of the Report for any further information):



Commissioning
Partnership Agreeeme

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	31 May 2016
Subject:	Progress Report – Arrangements for the North Wales Safeguarding Children and Adults Boards
Portfolio Holder(s):	Cllr Aled Morris Jones
Head of Service:	Caroline Turner, Assistant Chief Executive and Statutory Director of Social Services
Report Author: Tel: E-mail:	Anwen Huws, Head of Children's Services 01248 751811 AnwenMHughes@ynysmon.gov.uk
Local Members:	N/A

A –Recommendation/s and reason/s
<p>At its meeting on 8 September 2014, the Executive resolved to approve a regional structure for safeguarding boards' arrangements. The Regional Safeguarding Boards are statutory partnerships that coordinate and ensure the effectiveness of the partners' safeguarding activities. In accordance with the Social Services and Wellbeing Act, agencies must establish regional safeguarding boards. The regions are defined based on the footprint of the LHB: North Wales is the region defined for our area.</p> <p>The Executive Committee agreed to approve the proposed structure for the Regional Safeguarding Children Board, namely the North Wales Safeguarding Children Board, in accordance with the details of that report. The Executive noted that the Social Services and Wellbeing Measure (now an Act) placed the safeguarding adults function on similar statutory foundations to those for safeguarding children, including the need to establish Adults Safeguarding Boards.</p> <p>The aim of this report is to submit the Annual Report of the Safeguarding Boards to the Executive which summarizes progress made in relation to establishing regional safeguarding arrangements in accordance with the Social Services and Wellbeing Act.</p> <p>R1 – That the Executive notes the contents of the progress report prepared by the Business Manager of the Boards, and receives a report within a year regarding progress on identified priorities.</p>

B – What other options did you consider and why did you reject them and/or opt for this option?

Not applicable in the context of this report.

C – Why is this a decision for the Executive?

The Social Services and Wellbeing Act 2014 identifies the need for boards to report annually to the National Safeguarding Board. There is also a need to ensure accountability to, and by, the individual partners. This report is therefore submitted to the Executive. In accordance with Financial Procedure Rule 4.8.6.4.1, the Executive Committee was responsible for approving the establishment of regional arrangements to fulfil statutory requirements for safeguarding boards. The purpose of this report is to report back to the Executive on the progress.

D – Is this decision consistent with policy approved by the full Council?

The required decision does not conflict with any policy that forms part of the remit of the full Council.


DD – Is this decision within the budget approved by the Council?

Yes

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	Submitted to a meeting of the SLT on 18 April 2016. The Assistant Chief Executive/Director of Social Services considered the report and the advice of the Monitoring Officer: recommended that the report be presented for full Executive consideration.
2	Finance / Section 151 (mandatory)	The Section 151 Officer was present at the meeting of the SLT.
3	Legal / Monitoring Officer (mandatory)	The Monitoring Officer was present at the meeting of the SLT and advised on the appropriateness of submitting this report for decision by the Portfolio Holder rather than

		the full Executive Committee.
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

FF - Appendices:		
	 <p>Annual report NWSCB and NWSAB 2</p>	

G - Background papers (please contact the author of the Report for any further information):		
	<p>Report to the Scrutiny Committee on 24 July, 2014 – Regional Safeguarding Arrangements Report to the Executive Committee * September 2014 – Regional Safeguarding Arrangements</p>	

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	EXECUTIVE COMMITTEE
Date:	31/5/2016
Subject:	Regional Partnership Board
Portfolio Holder(s):	Aled Morris Jones
Head of Service:	Alwyn Jones/Anwen Huws
Report Author:	Glyn Hughes
Tel:	2802
E-mail:	GlynHughes@Anglesey.gov.uk
Local Members:	n/a

A –Recommendation/s and reason/s
<p>To approve the establishment of a Regional Partnership Board as outlined in Option 1 below.</p> <p>Part 9 of the Social Services and Well-Being (Wales) Act 2014 that came into force on 6th April 2016 requires the establishment of a Regional Partnership Board which are statutory boards within each region in Wales.</p> <p>Part 9 of the Social Services and Well-Being (Wales) Act 2014 also requires local authorities to make arrangements to promote co-operation with their relevant partners and others in relation to adults with needs for care and support, carers and children. It places a duty on relevant partners to co-operate with, and provide information to, the local authorities for the purpose of their social services functions.</p> <p>Part 9 also provides for partnership arrangements between local authorities and Local Health Boards for the discharge of their functions, it also provides Welsh Ministers with regulation making powers in relation to formal partnership arrangements, resources for partnership arrangements (including pooled funds) and partnership boards.</p> <p>The purpose of Part 9 is to improve outcomes and well-being of people as well as improving the efficiency and effectiveness of service delivery. The key aim of co-operation, partnership and integration are described the Statutory Guidance as:</p> <ul style="list-style-type: none"> • to improve care and support, ensuring people have more say and control • to improve outcomes and health and well-being • provide co-ordinated, person centered care and support • make more effective use of resources, skills and expertise. <p>The objectives of the Regional Partnership Boards are to ensure the partnership boards work effectively together to:</p> <ul style="list-style-type: none"> • respond to the population needs assessment carried out in accordance with section 14 of the Social Services and Well-Being (Wales) Act • implement the plans for each of the local authority areas covered by the board which local authorities and local health boards are required to prepare and publish under section 14A of the Act

- Ensure the partnership bodies provide sufficient resources for the partnership arrangements, in accordance with their powers under section 167 of the Act
- Promote the establishment of pooled funds where appropriate.

Regional Partnership Boards will also be required to prioritise the integration of services in relation to:

- Older people with complex needs and long term conditions, including dementia
- People with learning disabilities
- Carers, including young carers
- Integrated Family Support Services
- Develop integrated services for children with complex needs due to disability or illness and for children and young people with mental health problems. This includes transition arrangements from children to adult services
- Ensure that pooled funds are established and managed for the exercise of care home accommodation and family support functions as well as for functions that will be exercised jointly as a result of an assessment carried out under section 14 of the Act. Pooled funds in relation to care home accommodation are required from 6th April 2018.

Statutory guidance lists those who must be members of the Regional Partnership Board as follows however, regions can co-opt other persons to be members of the board as appropriate.

- At least one elected member of a local authority which established the regional partnership board
- At least one member of a Local Health Board which established the regional partnership board
- The person appointed as director of social services under section 144 of the Act in respect of each local authority which established the regional partnership board, or his or her nominated representative
- A representative of the Local Health Board which established the regional partnership board
- Two persons who represent the interest of third sector organisations in the area covered by the regional partnership board
- At least one person who represents the interests of care providers in the area covered by the regional partnership board
- One person to represent people with needs for care and support in the area covered by the regional partnership board
- One person to represent carers in the area covered by the regional partnership board.

Appropriate arrangements should be made at a strategic level to engage with other boards and organisations as needed. There is also a need to foster engagement through existing networks or forums, or through the development of new networks or forums.

There is a requirement that the Regional Partnership Board prepares and submits to Welsh Ministers an annual report on the extent to which the board's objectives have been achieved. The first report must be prepared and submitted by 1st April 2017 – this report must be published and include information on the membership of the Regional Partnership Board; information on how the board has met its objectives including financial information and progress reports; details of the partnership arrangements in place to respond to the joint population needs assessment and priority areas; how the board has engaged with service users or groups representing service users; information on how the partnership arrangements have contributed to improved outcomes and service delivery and how resources have been effectively utilised; information on the statutory provisions used or informal arrangements underpinned by written

agreement.

B – What other options did you consider and why did you reject them and/or opt for this option?

For a number of years North Wales has had a regional governance structure relating to collaborative and joint working. The Social Services and Health Programme Board was established as one of four programme boards across North Wales which was chaired by the sponsoring Chief Executive Officer.

For a number of years also, Directors of Social Services and Health Board Directors used to meet quarterly and this was known as the NWSSIC/BCU Strategic meetings.

In 2014/15 under the Delivering Transformation grant funding programme from Welsh Government each region was required to set up their governance structure to mirror the national structure and create a Partnership Forum and Leadership Group. Rather than develop an additional governance structure North Wales changed its Programme Board into the North Wales Partnership Forum and the NWSSIC/BCU Strategic meetings became the Leadership group – inviting additional membership as was required by Welsh Government.

When considering the requirements within Part 9 of the Act, two options have been considered and these would replace the current regional governance structure. The options are outlined in Appendix 1.

Following a workshop held on 14th March 2016 with members of the current Partnership Forum and Leadership Groups, it was agreed that the preferred option was Option 1. This option was preferred as, it was not felt that the Regional Partnership Board would be able to manage the mixing of strategic and operational responsibilities and it was felt that this would impede its effectiveness. The Regional Partnership Board would report directly to the Regional Leadership Board, the Public Services Boards and have a key role working with the regional citizens panel.

As the Regional Partnership Board will be a statutory function it will require bilingual and translation services.

At the meeting of the Partnership Forum on 14th March 2016 it was agreed that, in the first instance the Partnership Forum will act as the shadow Regional Partnership Board and will meet regularly over the next few months to work on the establishment of the Regional Partnership Board. It was also agreed that, in the interim, the current Chair of the Partnership Forum will be co-opted onto the Regional Partnership Board and remain Chair of the first 12 -18 months to provide continuity and to maintain pace around the establishment of the Regional Partnership Board.

C- Why is this a Decision for the Executive?

Formal partnership arrangements require prior Executive approval. Given the significance of this partnership it is considered that this be a decision for the Executive as a whole, rather than the relevant portfolio holder.

D – Is this decision consistent with policy approved by the full Council?

Yes

E – Is this decision within the budget approved by the Council?

Currently the Welsh Government Delivering Transformation Grant financially supports the current governance structure and this will remain the case during 2016/17 in relation to the Regional Partnership Board and the regional activity relating to implementation of the Act however, this is the final year of this grant in its current form, from 2017/18 this grant will be included in the RSG settlement of the Local Authorities.

The Regional Partnership Board will need to consider and make a recommendation on how the Regional Partnership Board and its programme of work is funded from 2017/18 onwards.

F – Who did you consult?**What did they say?**

F – Who did you consult?	What did they say?
1 Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2 Finance / Section 151 (mandatory)	
3 Legal / Monitoring Officer (mandatory)	
5 Human Resources (HR)	
6 Property	
7 Information Communication Technology (ICT)	
8 Scrutiny	
9 Local Members	
10 Any external bodies / other/s	

G – Risks and any mitigation (if relevant)

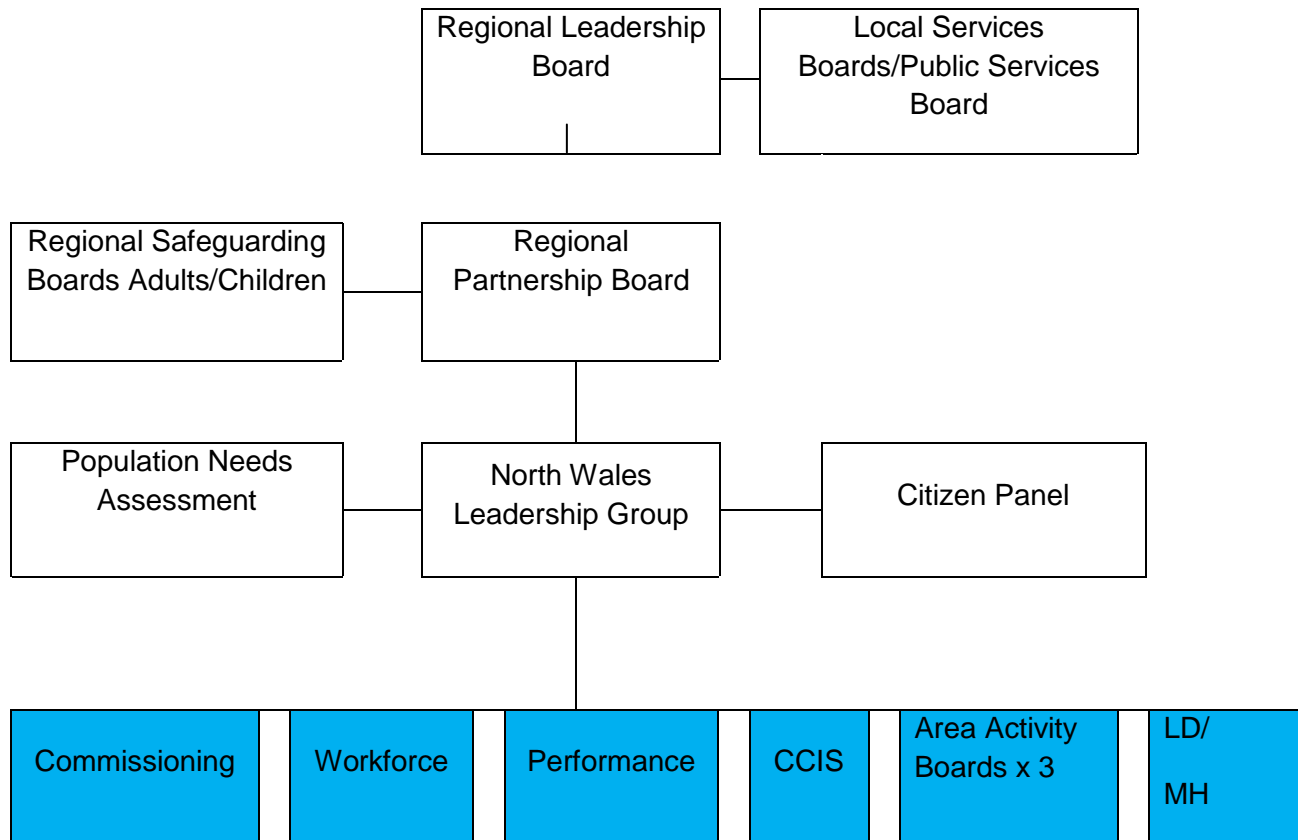
1	Economic	N/A
2	Anti-poverty	N/A
3	Crime and Disorder	N/A
4	Environmental	N/A
5	Equalities	N/A
6	Outcome Agreements	N/A
7	Other	Whilst it is a requirement to have a Regional Partnership Board, there are risks associated with

		<p>the ambition, pace and prioritised areas for integration of services as required within the Act.</p> <p>Ongoing funding to support the Regional Partnership Board from April 2017 onwards.</p> <p>Whilst the Regional Partnership Board is statutory it has no decision-making powers.</p>
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H - Appendices:

Partnership Arrangements Options considered:

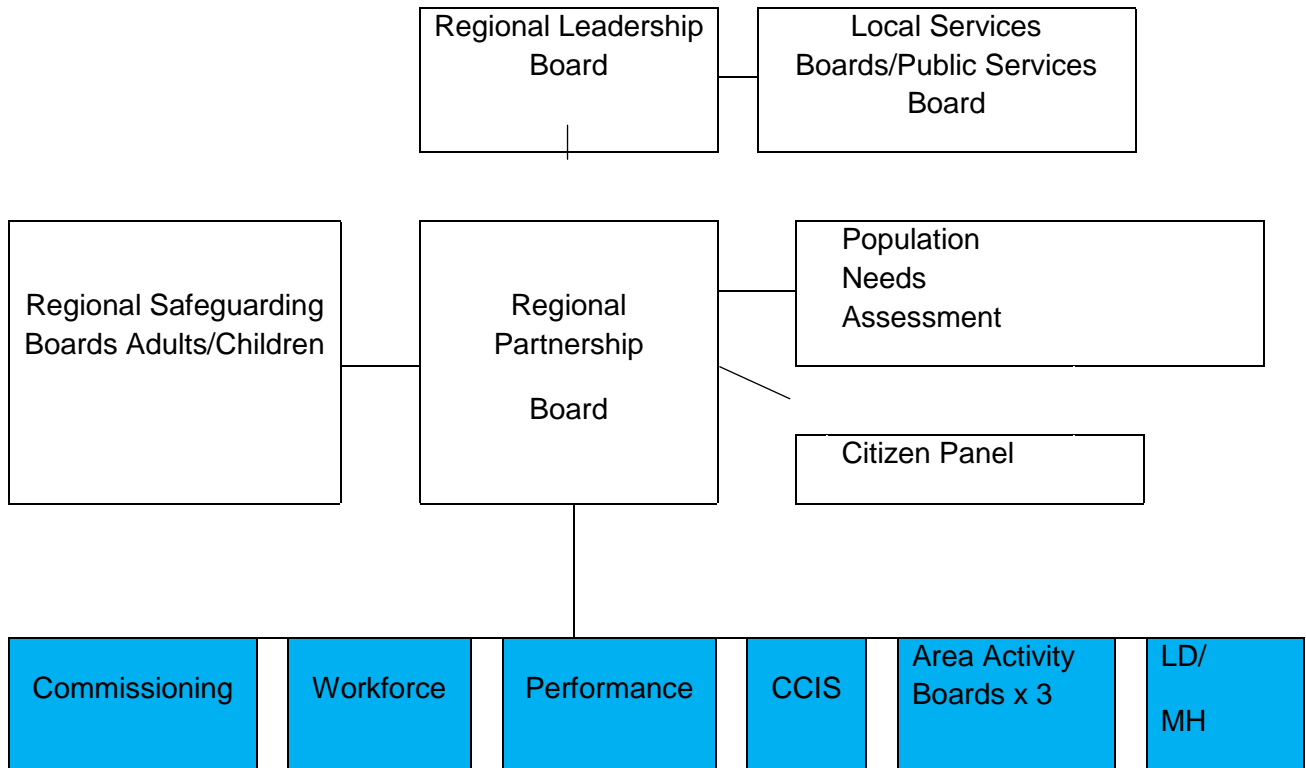
Option 1



The rationale for this arrangement is that the Board would play a key role in ensuring the development of regional partnership arrangements and meet the requirements of the Act best through a role overseeing the progress of the regional work streams and reporting directly to Chief Executives of each of the 7 statutory agencies in the Regional Leaders Board. It would have a direct link also through the Chief Executives to the local Public Service Boards and a key role in working with the Regional Citizens Panel. The Leadership Group would be the delivery mechanism through which the Board priorities were realised.

Option 2

In this option the Leadership group would not be included, with the Partnership Board managing projects directly:



The rationale for this arrangement is that the Board would meet the requirements of the Act best through a role directly overseeing the progress of the regional workstreams, as well as maintaining a strategic oversight without the need for a Leadership group, and reporting directly to Chief Executives of each of the 7 statutory agencies in the Regional Leaders Board. It would have a direct link also through the Chief Executives to the local Public Service Boards and a key role in working with the Regional Citizens Panel.

I - Background papers (please contact the author of the Report for any further information):

Further in-depth information in relation to Part 9 of the Act and the Regional Partnership Board can be found in the Social Services and Well-Being Act 2014 and within the Statutory Guidance on Partnership Arrangements which have been published by the Welsh Government.

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Partnership and Regeneration Scrutiny Committee The Executive Committee
Date:	Scrutiny Committee 13 th May 2016 The Executive 31 st May 2016
Subject:	Consultation on Gypsy and Traveller Sites in Anglesey – the Consultation process
Portfolio Holder(s):	Councillor Aled M Jones
Head of Service:	Shan L Williams, Head of Housing Services
Report Author:	Shan L Williams
Tel:	01248 752201
E-mail:	slwhp@ynysmon.gov.uk
Local Members:	

A –Recommendation/s and reason/s
<p>Recommendation: to scrutinise the consultation process and offer comments for future consultation processes regarding Gypsy and Traveller site selection.</p> <p>Background summary</p> <p>The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and Travellers where a need has been identified. The Welsh Government <i>Circular 30/2007 Planning for Gypsy and Traveller Caravan Sites</i> also strengthens the requirement that local authorities identify and make provision for sufficient appropriate sites in their Local Development Plans.</p> <p>A document known as the <i>Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment 2016</i> (GTAA) has been produced jointly between Anglesey County Council and Gwynedd Council during the Autumn of 2015 and updates the previous North West Wales GTAA which was published in 2013. The GTAA was approved by Anglesey Council’s Executive on the 8th February 2016. The new Anglesey and Gwynedd GTAA identified the need for the following on Anglesey:</p> <ul style="list-style-type: none"> ▪ A permanent residential site to meet the needs of the New Travellers arising from the unauthorised tolerated site at Pentraeth Road (four pitches) ▪ Two sites to be used as Temporary Stopping Places for Gypsies and Travellers along the A55 on Anglesey, one in the Holyhead area and one in the centre of the Island. <p>This report sets out the process undertaken. There are separate stand-alone reports for the permanent site and two temporary sites - each with their specific recommendations.</p> <p>The consultation process</p> <p>Between 11th February 2016 and 11th March 2016, extensive public consultation was undertaken by the Council on potential Gypsy and Traveller Sites on the Island. These sites were recommended, based on an officer assessment of 8 shortlisted sites - of these, 5 were</p>

Council owned sites.

The process has attracted a great deal of interest. The consultation exercise included discussions with local stakeholders through

- a series of 7 drop-in sessions between 16th February and 24th February 2016, attended by approximately 215 adults, (see appendix 1)
- attendance at 8 Town and Community Council meetings by Senior Officers, the Council Leader and Housing Portfolio Holder and
- attendance at public meetings arranged by Bodffordd Community Council on the 25th February and Penmynydd Community Council on the 2nd March 2016.

A consultation document with maps and consultation questionnaire was available on the Council's website and at the drop-in sessions. Copies were also sent to businesses adjacent to the 8 sites, land owners and tenants - where we knew the contact names and addresses before the consultation was launched. As we did not have all the details to hand, the consultation document was also sent to the Federation of Small Businesses, Farmers Union of Wales and National Farmers Union. Letters and the consultation document were also sent to the North Wales Police, North Wales Fire Authority, Wales Ambulance Service, Betsi Cadwalader Health Board, Ministry of Defence, Natural Resources Wales, Welsh Water and the Welsh Government.

Throughout the consultation period, information was prominently displayed on the Council's web-site, facebook and twitter, press releases, and two Elected Member Briefing sessions were held on 11/02/16 and 03/03/16. The Leader was interviewed on Radio Cymru and Môn FM at the start of the consultation process.

An Independent Advocate was employed to engage with the community that resides on Pentraeth Road, and engage with the unauthorised encampment that were at Mona during the consultation period.

Key responses received which led to the recommendations

Information received in responses from the Defence Infrastructure Organisation, Orthios Group, AMG Alpoco Limited, Welsh Water, Oaktree Environmental and The Royal Air Force have raised questions about the suitability of some of sites consulted upon. Further information and copies of the responses are appended to the respective site specific consultation reports.

Some actions which we would do differently in future consultations

- Adopt a more pro-active approach with key stakeholders, including the local media and training of Elected Members and staff to set a positive tone to inform discussion and decision making on site provision. Adopting a liaison process with the local media and training of local Members and staff to tackle prejudices would possibly have lead to a

more positive tone in local debates. A training session was held jointly with Members of Gwynedd and Anglesey in December 2015 was attended by 4 Members from Anglesey. Adverse media coverage and public opposition re-inforced each other to create a hostile context for the consultation, which was unfortunate.

- Provide more information about the Gypsy and Traveller Communities - whilst we want to encourage residents in the settled communities to come forward with their concerns and engage with the consultation process, we would in no way wish to excuse those who made racist, offensive and inflammatory comments.
- Provide better information about the potential of an official site by using pictures and information from existing sites showing that a properly managed official site would reduce the problems communities are experiencing as a result of unofficial / unauthorised encampments.
- Better understanding of the principles of effective site management - information for staff would have been advantageous to equip them to answer the questions raised. Evidence from elsewhere shows that well-managed sites are not only good places to live for Gypsy Travellers but also improves the perception of the travelling community in the eyes of settled communities.
- Better communication with the households currently residing in the tolerated site on Pentraeth Road, so that they are fully aware of the consultation process, aware of and understand options and are aware of negative media and adverse public perceptions and interest from the local community and Members.
- When areas of land were identified as being suitable in terms of the assessment criteria, specific boundaries were not indicated. Clearly some of the sites are much bigger than the area needed for such a use and precise locations are difficult to define because there may be requirements imposed by the design stage and planning application process when a site has been chosen.
- Some of the aerial maps used were out of date, which created distrust amongst a small number of people who attended the drop-in sessions. However, these were the most recent Ordnance Survey photographs available to us.
- Many comments were received during the consultation process stating that the scoring system used was flawed. This statement cannot be accepted, however the process can be improved through the adoption of clearer information on the site selection criteria and

these should be conveyed through well-developed communications policies.

Further information gathered since / during the consultation

As part of and as a result of the Consultation exercise:

- All consultation responses have been reviewed.
- The views of the Gypsy and Traveller families at the recent unauthorised encampment at Mona and the views of the New Age Travellers at the current tolerated site on Pentraeth Road have been established, through an independent advocate.
- Views of the key organisations such as the Defence Infrastructure Organisation and North Wales Police received.
- Additional information gained in relation to locating sites on or near industrial land.

Next steps

The recommendations from the consultation process are that further work is required to identify additional temporary stopping sites, looking at sites in private ownership on the Island. The work will involve scoring the sites against the previously developed scoring matrix, making enquiries with the relevant statutory bodies and the Landowners, before going out to consultation. The timescale is that the whole process will be completed, with recommendations to Elected Members by mid-July 2016. This will enable the Council to present the sites to the Joint Planning and Policy Unit to forward to the Joint LDP Examination Programme Office, as part of the Joint Local Development Plan. Achieving the date of the end of July 2016 is crucial.

B – What other options did you consider and why did you reject them and/or opt for this option?

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C – Why is this a decision for the Executive?

Statutory provision

D – Is this decision consistent with policy approved by the full Council?

yes

DD – Is this decision within the budget approved by the Council?

yes

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property (Head of Planning and Public Protection)	
7	Information Communication Technology (ICT)	
8	Scrutiny	<p>RESOLVED to recommend to the Executive:-</p> <ul style="list-style-type: none"> • That the Committee noted that concerns raised in the January meeting regarding the consultation process had been addressed. • That the Executive approves the report and agrees that Officers implement issues identified to improve consultation exercises in future.
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	<p>If a permanent site is developed, this will allow the householders to have a permanent address and increase their access to local services, which will, in turn, reduce inequalities over time (eg, health, education, employment).</p> <p>If temporary sites are developed, this will increase access to basic amenities (such as water, electricity, waste collection) that will improve quality of life.</p>
6	Outcome Agreements	n/a
7	Other	

FF - Appendices:

Appendix 1 – consultation events

G - Background papers (please contact the author of the Report for any further information):

1. Consultation Document, Consultation on Gypsy and Traveller sites on Anglesey, February 2016.
2. Gwynedd and Anglesey Gypsy Traveller Accommodation Assessment, February 2016

Executive 08/02/16 and Partnership and Economic Regeneration Committee 02/02/16.

3. Presentation and minutes of the Joint Gwynedd and Anglesey Local Development Plan Panel dated 20/11/15 'Meeting the accommodation needs of Gypsies and Travellers in the Plan'.

Appendix 1

Sesiynau Galw i Mewn Drop-in Sessions

Lleoliad Location	Dyddiad Date	Niferoedd Numbers
Canolfan Gymuned Bodffordd	16.2.16	36
Neuadd Llandegfan	17.2.16	26
Canolfan Penmynydd	18.2.16	16
Capel Disgwylfa, Gaerwen	19.2.16	26
Ysgol Gymuned y Fali	22.2.16	7
Canolfan Gymuned Kingsland	24.2.16	51
Neuadd Bentref Bae Trearddur	24.2.16	53

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Cyngorau Tref a Chymuned Town and Community Councils

Cyngor – Council	Dyddiad - Date
Y Fali	17.2.16
Bae Trearddur	22.2.16
Llanfihangelesceifiog	22.2.16
Pentraeth	23.2.16
Bodffordd (a Threwalchmai) – cyfarfod cyhoeddus	25.2.16
Penmynydd – cyfarfod cyhoeddus	2.3.16
Cwm Cadnant	2.3.16
Caergybi - Holyhead	7.2.16

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Awareness Raising Letters and information packs

Businesses adjacent to the 8 sites
Landowners and tenants
FSB/FUW/NFU
Police, Fire, Ambulance, Health Board
Natural Resources Wales
Welsh Government

Information

Council web-site
Facebook and Twitter
Press Releases
Members Briefing session 11/02/16
Town and Community Councils

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Partnership and Regeneration Scrutiny Committee The Executive Committee
Date:	13th May 2016 – Scrutiny 31 May 2016 - Executive
Subject:	Consultation on Gypsy and Traveller Sites in Anglesey – Temporary Stopping Place in the Holyhead vicinity.
Portfolio Holder(s):	Councillor Aled M Jones
Head of Service:	Shan L Williams, Head of Housing Services
Report Author: Tel: E-mail:	Lucy Reynolds, Housing Strategy and Development Manager Ext 2225 lucyreynolds@ynysmon.gov.uk
Local Members:	Dafydd Rhys Thomas Jeffrey M Evans Trefor Lloyd Hughes J Arwel Roberts Raymond Jones Robert Llewelyn Jones

A –Recommendation/s and reason/s
<p>Recommendations: following analysis of the responses to the consultation exercise and site assessment exercises outlined within the report, it is recommended that</p> <ol style="list-style-type: none"> 1. None of the three sites included in the consultation to provide a temporary stopping place in the vicinity of Holyhead should be progressed or included in the Local Development Plan. 2. IACC should carry out further work to identify alternative sites to meet the need for a temporary stopping place in the Holyhead vicinity, as identified in the statutory Gwynedd and Anglesey Gypsy and Traveller Accommodation Needs Assessment 2016 and to comply with the Council’s duties under Part 3 of the Housing (Wales) Act 2014 3. Further work should be undertaken by IACC to understand the level of use of Holyhead port by Gypsy Travellers and the level of unauthorised encampments occurring as a result of travel to and from the port. This to include discussion with the port authority and shipping companies. 4. IACC should continue to fulfill its role to promote community cohesion. This must

balance the needs of residents to feel safe and to be consulted on development issues with the recognition that the Council must act to counter racist attitudes and challenge inflammatory comments.

Reasons

For each of the three sites included in the consultation, significant factors have been highlighted which suggest they are unsuitable. A summary of the consultation is provided later in the report. However, as outlined below, certain critical issues were raised that means these sites cannot be considered suitable for inclusion in the Local Development plan and proceed to a planning application.

Re. recommendation 1

- **Site 1 Vacant Plots, Penrhos Industrial Estate, Holyhead**
This land is part of the Welsh Government Enterprise Zone. For planning purposes it falls within business use classes B1, B2 and B8. Existing business interests in the area have argued strongly that the creation of a temporary stopping place in this location would adversely affect existing businesses and discourage further investment which creates jobs in the locality. Policy in the Council's Deposit plan supports this argument ie. Policy CYF2 , Ancillary Uses on Employment Land, confirms the need to protect employment land and that land for ancillary uses will only be released in exceptional circumstances. Policy CYF4 , Alternative Uses of Employment Sites also states that land allocated for Use Classes B1, B2 or B8 would only be granted alternative uses in special circumstances.
- **Site 2 Land immediately to east of B&M (formerly Homebase), Holyhead**
Orthios group, the owner of part of the land, have indicated that their plans include the need to use some of the land, and its designation as a temporary stopping place could compromise the Orthios project infrastructure and future development.
- **Site 3 Land to the south of Alpoco**
Evidence has been brought forward by AMG Alpoco UK Ltd that the use of this site as a temporary stopping place would present serious health and safety risks to potential users of the stopping place. This is because
 - a) the plant produces aluminium powder which has high fire and explosion risk
 - b) Haulage access to the plant runs alongside the proposed travellers site.

The site owners also have concerns about security at the site. Orthios Group have also stated that the cable which will transport electricity from the new power station to the national grid system runs directly through the land forming this site.

Re. Recommendation 2

The Council must continue to seek a suitable site in order to fulfill its duty under part 3 of the Housing (Wales) Act 2014. The Welsh Government has powers to direct the Council to act if reasonable progress is not made. The Council must also include sites in the Joint Local Development Plan or face a high risk that the plan will be found unsound.

The Police have supported the need for transit site(s) within Anglesey which to their knowledge are usually from those waiting for onward ferry travel to Ireland.

Re. Recommendation 3

The consultation has started dialogue between Council officers and residents, businesses and Community and Town Councils about the current situation in relation to Gypsies and Travellers passing through the town. This needs to continue so that a joint approach can be found to understanding and addressing issues arising. The port authority is a vital participant in this process.

Re. Recommendation 4

Gypsies and Travellers are a recognised ethnic minority and are therefore protected by the provisions of the Equality Act 2010. The Council has an important role to play in creating understanding and addressing prejudice to this minority group. There was evidence that rumours and misconceptions about the type and size of the site proposed arose in the course of the consultation period. Some of the responses to the consultation were disparaging and inaccurate.

Background

The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and Travellers where a need has been identified. The Welsh Government's *Travelling to a Better Future* describes Gypsies and Travellers as having long been one of the most disenfranchised and marginalised groups in society. The Welsh Government is committed to redressing the inequalities faced by Gypsies and Travellers by improving equality of opportunity for all.

The Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment 2016, undertaken in accordance with the Welsh Government statutory guidance on Undertaking Gypsy and Traveller Accommodation Assessments ,

identified need both permanent and transit sites in the the two local authority areas in autumn 2015.

Type of sites which need to be provided and size

The Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment identified that a temporary stopping place for up to 12 caravans is required in the vicinity of Holyhead. The evidence for this was the recorded pattern of unauthorized encampments occurring in the Holyhead area.

Supporting information including options considered:

The following sites were included in the consultation as potential shortlisted sites in Holyhead

- Vacant Plots, Penrhos Industrial Estate, Holyhead
- Land immediately to east of B&M (formerly Homebase), Holyhead
- Land to the south of Alpoco

Summary of consultation

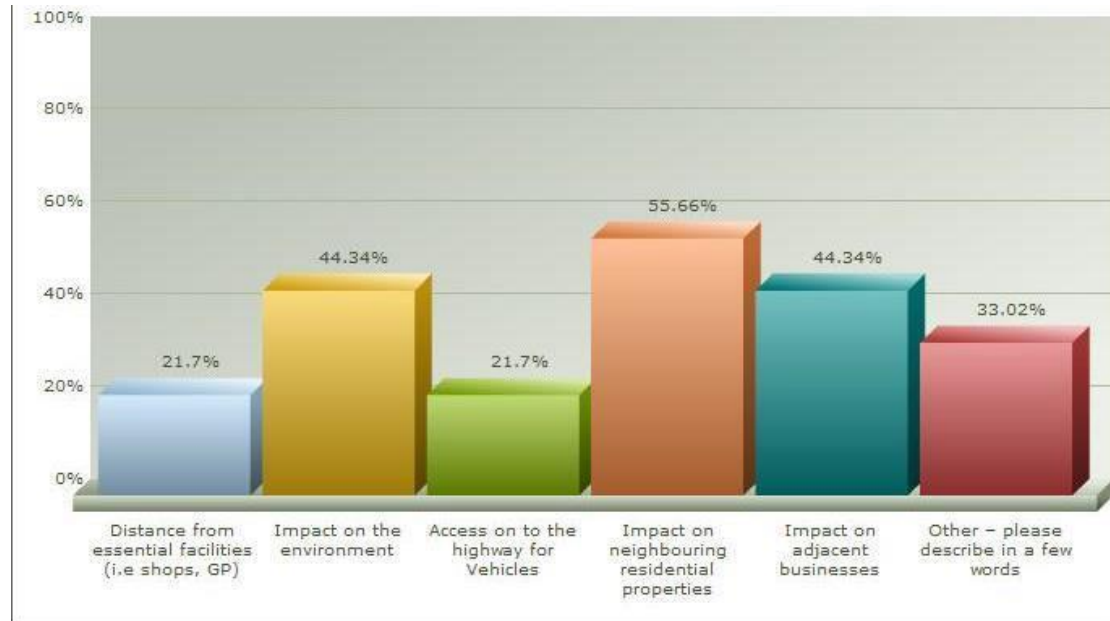
Questionnaire responses

120 questionnaires were fully completed. 20 questionnaires were also received where the questionnaire had been crossed through or the statement of acknowledgement of the Council's legal obligation to provide sites crossed out as a protest against sites in Holyhead.

The following table sets out the responses to the first question in the consultation questionnaire which asked respondents rank the consultation sites using 1 for preferred site and 3 for least preferred site.

	First choice	Second choice	Third choice
Vacant Plots, Penrhos Industrial Estate, Holyhead	31	19	34
Land immediately to east of B&M (formerly Homebase), Holyhead	32	33	19
Land to the south of Alpoco	21	32	31

The following graph shows the response to the final question in which respondents were asked to indicate the two factors which were most important in their choice of site.



The chart above indicates that the respondents to the questionnaire considered that the main factors that should be considered in site selection are the impact on neighbouring residential properties, impact on adjacent businesses and impact on the environment.

A petition was also presented to the Council. Individuals signing the petition endorsed the following statement at the top of the petition "We the undersigned would like to oppose the Travellers sites in Holyhead". A similar petition was signed by business in the area of the Penrhos industrial estate. A total of over 1000 signatures were included on both petitions.

Summary of comments received

The tables below summarise the theme of comments made most frequently via letter, email or the questionnaires and other issues raised that have direct impact on determining suitability and reasonableness of selecting individual sites.

Response from residents and individuals			
Issue	Site to which issue refers	Summary of comment from consultees	Officer Response to the comment (provided where clarification or factual information can be provided)
Harm to environment and visual impact	All	The landscape and scenery will be ruined by rubbish and littering. Existing encampments create mess whenever they occur in Holyhead	The creation of a temporary stopping place would create a more managed environment with refuse facilities. The absence of temporary stopping places means that there is a high likelihood that unauthorised encampments will continue in Holyhead with resulting environmental impacts.
Cost implications	Penrhos (in support)	If Penrhos is selected as preferred site, this would avoid the additional cost of creating hardstanding and as already owned by the Council there would be no land purchase costs.	It is the case that where a site requires less development work there will be cost savings to the Council. Unauthorised encampments already create costs for the Council when they arise. The development of official temporary stopping places with refuse facilities and toilets is intended to provide better control of these costs.
	All	Free camping sites should not be provided for this group. The costs of clean up will be	Unauthorised encampments already

		<p>borne by Anglesey residents.</p> <p>Gypsies and Travellers do not contribute financially to society.</p> <p>If the Council are instructed that they must make a site for Travellers will the Travellers be asked to pay for it?</p> <p>Extra money will need to be spent for police to do extra patrols on the area and they are already stretched enough as it is</p> <p>Residents are paying more tax for less bins collections and services needed by residents.</p>	<p>create costs for the Council when they arise. The development of official temporary stopping places with refuse facilities and toilets is intended to provide better control of these costs.</p>
Too close to residential area	Land immediately east of B&M (in opposition)	<p>Too close to a residential area</p> <p>Will decrease the value of neighbouring properties/properties overlooking the sites.</p>	<p>Noted. However impact on values is not a planning consideration.</p>
Health & Safety of residents of Holyhead	All	<p>Concern about the safety of the residents of Holyhead and surrounding areas. People want to feel safe in their own homes. Worrying for parents with children.</p> <p>People will feel increased vulnerability, especially in residential areas where there are families and elderly people.</p> <p>Although the consultation is about temporary sites they will end up being permanent and not temporary as the Travellers will choose not to leave.</p> <p>There will be problems between locals and the Travellers which could escalate.</p>	<p>Noted</p> <p>There is a long-standing tradition of Irish Travellers staying in Holyhead on their way to and from Ireland via the port.</p>

Crime & Anti Social Behaviour	All	<p>The Police station in Holyhead isn't open 24hrs. A permanent travellers site needs to be situated near a town which has the ability to provide Policing instantly. Holyhead has existing problems with drug addiction and petty crime without adding to this.</p> <p>Fear of links between Gypsy and Traveller sites and increases in crime including vandalism and theft.</p>	<p>Noted.</p> <p>The Council cannot take into account responses to the consultation which contain racist, discriminatory and inflammatory comments.</p>
Impact on Business & Tourism	Land south of Alpoco (in opposition)	Shouldn't be chosen as this would affect tourism and a pleasant location for Anglesey residents leisure. AONB not for this purpose.	Noted
	Land East of B&M (in opposition)	There is a small campsite to the rear of this proposed site. I am sure no-one would want to spend their holidays backed on to a gypsy site.	Noted
	Vacant plots Penrhos Industrial Estate	A site at Penrhos industrial estate would deter businesses from further investment in the Penrhos area.	Noted
		<p>Anglesey has an economy strongly based on tourism. Council should not jeopardise this by encouraging Travellers to come to Anglesey.</p> <p>There are positive developments in the area such as the Eco Park and possibility of Land and Lakes coming to Holyhead and this will bring the area down. One step forward and two steps back.</p> <p>Holyhead already struggles to attract businesses and this will be detrimental to image of Holyhead.</p>	<p>Noted</p> <p>There is a long-standing tradition of Irish Travellers staying in Holyhead on their way to and from Ireland via the port.</p>

<p>Other</p>		<p>Welsh Government sites should be consulted on. It is WG who are insisting on sites. Why should their sites be treated differently?</p> <p>Additional strain on GP surgeries and local schools.</p> <p>Preferable to place them further from residential areas and businesses. An area in the countryside would be more suitable.</p> <p>Anglesey provided 100s of stopping places already in shape of caravan and camping sites. Anyone else who decided to park a caravan on a layby / main road should be given a list of sites and told to move.</p>	<p>The temporary stopping place is to provide a site to relocate unauthorised encampments that occur for a few nights in the area. It would not therefore impact on schools and surgeries.</p> <p>The location of the site should be suitable to prevent unauthorised encampments which occur at present in Holyhead.</p>
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Response from organisations and businesses			
Organisation	Issue	Summary of comment from consultees	Officer Response to the comment (provided where clarification or factual information can be provided)
<p>North Wales Police</p> <p>CC-14562-LB/186954</p>	<p>North Wales police made a response to the three sites in the consultation collectively</p>	<p>Support the need to have transit site(s) within Anglesey.</p> <p>Police should be involved in design and management plans for all sites.</p> <p>Temporary stopping places should not be allowed to expand and /or become permanent (The full text of the response is included as Appendix 1)</p>	<p>Page 9 of 2</p>

<p>Cocon Construction Ltd</p>	<p>Opposition to plot at Penrhos as a site for Gypsies and travellers</p>	<ol style="list-style-type: none"> 1) Park is for business use and not residential and other purposes 2) Concern that nature of the business makes it a prime target for theft. The development would potentially be a blight on the business. 3) Regards the group for whom the site would be provided as not in need of a facility which would take public funds. 4) Unfair that Welsh Government land should be ruled out. 	
<p>Signatories from: (NB the designation of the signatory eg. Manager was not provided)</p> <ul style="list-style-type: none"> • Cocon Ltd • Premier Graphics • Mon Maintenance Services • Anglesey Kitchens • Mon Fire Management • GMS Ltd • HLS • Cymell Ltd • Poundstretcher • Farmfoods • Argos Ltd • Brantano • Peacocks • New Look 		<p><u>Opposition to a Traveller site at Holyhead</u></p> <p>“We as local shops, businesses and employers are opposed to proposals to create a traveller site in Penrhos Industrial Estate or anywhere else within the town of Holyhead due to the adverse affects we believe it will have on the community”</p>	

<ul style="list-style-type: none"> • Poundland • Wilkinsons • ACS ltd • Penrhos Hire • Lands End Tyres 			
<p>Economic & Community Regeneration Service, Isle of Anglesey County Council</p>	<p>Unsuitability of site 1 Penrhos Industrial Estate</p>	<p>Isle of Anglesey Economic Development department made 11 points setting out why it considered that vacants plots on Penrhos industrial estate is not suitable as a temporary stopping site for Gypsy Travellers in the Holyhead area. These focus on the estate's economic importance for Holyhead and impacts on existing on future businesses.</p> <p>(The full text of the response is included as Appendix 2)</p>	
<p>Orthios Group (owners of land included in both Site 2 and Site 3)</p>	<p>Site 2 – land to east of B&M</p> <p>Site 3 – Land to South of Alpoco</p>	<p>Orthios object to the use of either of these sites as a temporary stopping places. The themes of the objection are:</p> <ul style="list-style-type: none"> • physical security • security of key infrastructure • future development • reputational risk and employment <p>The full text of the response is included</p>	

		as Appendix 3	
AMG Alpoco UK	Site 3 – Land to South of Alpoco	<p>Objections to the site on grounds including:</p> <ul style="list-style-type: none"> • road running alongside proposed site is used by haulage vehicles creating both risk to potential users of the temporary stopping place and business risk • Safety risks to users of any site due to plant producing aluminium powder • need to increase security at the plant site <p>The full text of the response is included as Appendix 4</p>	
Holyhead Town Council	All sites in Holyhead	<p>The Town Council, at its meeting on 7 March, resolved</p> <p>“That the Holyhead Town Council reject the sites in Holyhead as they could not be included in the Local Development Plan at this stage as the Local</p>	<p>As stated in the report, transit sites must be provided to meet the Council’s statutory duty that where a need has been identified. Cost are already arising from clean up costs and court</p>

		Development Plan has now closed and also that two of the sites suggested were close to businesses and in areas of outstanding natural beauty. Also the Town council was concerned that the cost of setting up and maintaining these sites would fall on the rate-payers of Anglesey”	action resulting from unauthorised encampments
Secretary, Trearddur Bay, Residents' & Tenants' Association (TBR&TA)	Site 1 preferred.	Land is owned by IACC so cost is less	
Coed Cymru	Site 1 preferred.	Archaeology - the land by Alpoco and land by B&M still have remains from the gardens of Plas Penrhos	

B – What other options did you consider and why did you reject them and/or opt for this option?

Not applicable

C – Why is this a decision for the Executive?

The Housing (Wales) Act 2014 places a statutory duty on local authorities to provide sites for Gypsies and Travellers where a need has been identified.

D – Is this decision consistent with policy approved by the full Council?

DD – Is this decision within the budget approved by the Council?

The Council's budget for 2016-17 includes capital funding to facilitate temporary stopping places.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	

8	Scrutiny	RESOLVED to recommend to the Executive that the Executive approves the 4 recommendations contained within the report in order that they may be implemented.
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	Recommendation 4 of the report recognises that identifying sites for Gypsies and Travellers is an issue where the Council must be aware of its duties under the Equality Act 2010 and must take positive steps to promote community cohesion and prevent discrimination, harassment or victimisation of Gypsies and Travellers who are a protected group under the Act.
6	Outcome Agreements	
7	Other	

FF - Appendices:
<p>Consultation response from</p> <ul style="list-style-type: none"> • Police • Economic & Community Regeneration Service, Isle of Anglesey County Council • Orthios Group • AMG Alpoco UK • Holyhead Town Council

G - Background papers (please contact the author of the Report for any further information

Consultation Document, Consultation on Gypsy and Traveller sites on Anglesey, February 2016.

Gwynedd and Anglesey Gypsy Traveller Accommodation Assessment, February 2016 Executive 08/02/16 and Partnership and Economic Regeneration Committee 02/02/16.

Presentation and minutes of the Joint Gwynedd and Anglesey Local Development Plan Panel dated 20/11/15 'Meeting the accommodation needs of Gypsies and Travellers in the Plan'.



Gypsy Traveller Sites

Consultation Response to Penrhos and Mona

March 2016

Status: Official Sensitive

Prepared by:

Tudur H. Jones

Economic & Community Regeneration Service

1.0 Purpose of the Paper

- 1.1 The purpose of this paper is to provide comments from the Economic & Community Regeneration Service on the proposals within the consultation that Penrhos (Holyhead) and Mona are suitable for Gypsy/ Travellers sites.
- 1.2 This paper will also provide a summary and conclusion in terms of the Service's views for both of the sites and the reasons why we feel these sites are not suitable.

2.0 Background

- 2.1 The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and Travellers where a need has been identified.
- 2.2 Work has taken place at the Isle of Anglesey County Council to identify possible locations for Gypsy and Traveller sites on the Island. As a result of this process a shortlist of sites have been drawn up which includes the Heliport Site Penrhos (Holyhead) and Mona Industrial Estate being considered suitable as "Temporary Stopping Sites".

3.0 The Heliport Sites, Penrhos, Holyhead

- 3.1 The Economic & Community Regeneration Service's (E&CR) opinion – mirroring those of the Welsh Government for their Parc Cybi site – is that the former Heliport Site on the Penrhos Industrial Estate is not suitable for a temporary stopping site for Gypsy Travellers in the Holyhead area.
- 3.2 There are a number of reasons for this which are articulated and covered in more detail below:
 1. The 2.4ha Heliport site remains the only employment land that the Isle of Anglesey County Council (IACC) has in its ownership in Holyhead that is suitable for future development and can capture the opportunities from the expected energy investments. Should this site be allocated for a transit Gypsy site then there are no more future options for the IACC to develop in Holyhead.
 2. The Penrhos Industrial Estate is recognised as a Welsh Government Enterprise Zone (EZ3). The businesses which are/ will be located there are therefore eligible for the incentives and benefits which is a major advantage when attempting to secure inward investment.
 3. The Welsh Government owned Parc Cybi is a strategically important business park and the WG would not endorse/ support any of the speculative builds which would enable businesses more suited to Penrhos to be established there ("dirty neighbours" businesses). The

end-use for Parc Cybi is that strategic/ nationally important businesses should be located there.

4. The IACC has recently secured planning permission to build 10 (ten) flexible business units for rental to the private sector on the Heliport site. The cost associated with these development works was circa £70,000 and garnered much positive publicity as it meets an identified need and addresses market failure in a key area. A business has already expressed a desire to the E&CR Service to relocate to one of the larger units should they be built <http://www.anglesey.gov.uk/business/energy-island/energy-island-news/planning-approval-for-new-business-units-on-anglesey-heliport-site/127552.article>
5. Following purchase of the land from Anglesey Aluminium in the 1990's a covenant was agreed as part of the contract agreement. This covenant stipulated that the IACC would not be able to secure a change of use from the business classes of B1, B2 and B8 without incurring a financial penalty which would be payable to Anglesey Aluminium. As the Gypsy transit site requires a change of use (probably to Sui Generis) this would need to be agreed and approved by Anglesey Aluminium at Boardroom level and possibly some form of financial recompense as well. This aspect requires clarification.
6. The E&CR Service has recently submitted a funding application through the North Wales Economic Ambition Board to deliver and construct these units and whole site redevelopment utilising EU funding. The project scored highly in the first round and could also secure match funding from the VVP Project.
7. Following a recent independent Economic Impact Assessment on the financial benefits of implementing the project, the construction of these units could result in an increase of approximately £2.5m of GVA to the Anglesey economy.
8. A large capital project with a value of £305,000 supported through the IACC core funds, the NDA and the VVP Project is underway to redevelop the existing Penrhos units (Nos 1-8) which all have tenants and are leased. This scheme aims to modernise and make the units more energy efficient and user-friendly.
9. As a "Gypsy transit site" the site would only be used sporadically – circa 3 to 4 times per annum – it would in no-way ensure that the site and all the potential that it has to create and sustain substantial

employment numbers in an economically challenged area as Holyhead would be used to its maximum/ capacity.

10. Locally, the Penrhos Industrial Estate is significant and in terms of employment numbers and businesses, is also a very important location. It is home to many well-known regional businesses – Môn Maintenance Services, DU Construction etc. – who have invested substantial sums of money in land purchase and self-build business units meeting their exact specifications. The site is now recognised and considered as a ‘business hub’ acknowledged though securing its Enterprise Zone status. A Gypsy Traveller site could detract from that.
11. Through informal discussions with the tenants, they have indicated a strong objection to any proposed Gypsy site with one company indicating that they would consider vacating the unit. They will be responding accordingly to the recent consultation.

4.0 Mona Industrial Estate, Mona

4.1 As with the Penrhos site, the E&CR Service does not view the Mona Industrial Estate as being suitable for a Gypsy Traveller site.

1. The 4 acre site remains one of the remaining few employment sites that the Isle of Anglesey County Council (IACC) has in its ownership on Mona that is suitable for future development and can capture the opportunities from the expected energy investments. Should this site be allocated for a transit Gypsy site then there are no more future options for the IACC to develop in in Mona due to land ownership restrictions.
2. Of the 4 plots available on Mona, two are currently under offer. Plot 5B (part of this consultation) is currently under offer.
3. The IACC has recently received a number of enquiries in relation to the land at Mona with companies expressing a desire to purchase the land thereby creating a capital receipt for the County Council. These companies would in turn generate spend and create employment opportunities in the short, medium and long term.
4. The E&CR Service is of the opinion that locating a Gypsy Traveller site at Mona could significantly detract from the economic well-being of the area through being a deterrent to companies seeking to relocate or even expand their current operations.

5. The Mona Industrial Estate is significant and in terms of employment numbers and businesses and is also a very important location. It is home to many well-known regional businesses – Hefin Thomas, AMP, Moduron Maethlu – that have invested substantial sums of money in land purchase and self-build business units meeting their exact specifications. The site is now recognised and considered as a ‘business hub’. A Gypsy Traveller site could detract from that.
6. Through informal discussions with the tenants, they have indicated a strong objection to any proposed Gypsy site with two organisations indicating that they would consider vacating their units. This would result in an income loss to the County Council. These tenants will be responding accordingly to the recent consultation.
7. No matter how well any future site would be presented/ screened from the Industrial Estate there is a strong possibility that it can have negative perceptions with developers/ businesses in the area who would not wish to be located at Mona.
8. The location of the Industrial Estate results in it being located away from amenities such as health, education and shops. These local services are critical to ensuring the integration of a community.

5.0 Conclusions

- 5.1 For the reasons outlined above, the E&CR Service is strongly of the opinion that neither the Heliport Site nor Mona Industrial Estate are suitable locations for Gypsy Traveller sites.
- 5.2 Ensuring that Anglesey has sufficient supply of employment land at important, strategic sites such as Holyhead and Mona is critical in ensuring the County Council can enable and facilitate companies to invest and create employment opportunities for the residents of Anglesey.
- 5.3 By allocating what little employment land that we have at these two sites for an end-use that will not create employment or future prosperity, is dangerously short-sighted and risks damaging Anglesey’s Energy Island aspirations.

9th March 2016

Dr Caroline Turner
Assistant Chief Executive
Isle of Anglesey County Council
Council Offices
Llangefni
LL77 7TW

CC: Housing Strategy & Development Manager
Isle of Anglesey County Council
Council Offices
Llangefni
LL77 7TW

PRIVATE & CONFIDENTIAL

Dear Caroline

Re: Formal Objection to the proposed Temporary Stopping Camp, Holyhead

This letter is in connection for the proposed use of land as a Temporary Travellers' Stopping Camp in Holyhead. Having examined the plans and knowing the site well, Orthios wishes to object to the proposed use of Sites 7 and 8 (referring to the IoACC Consultation document) as Temporary Stopping Places for the Gypsy and Traveller community.

As you are aware Orthios has recently purchased the former Anglesey Aluminium Penrhos sites to develop our first Eco Park project which combines power generation with the production and processing of food. Successful delivery of the project will draw significant opportunities for the area including c.£1 billion of investment, 600 permanent jobs, 1,200 temporary jobs and create indirect benefits through related or supply chain.

Two of the proposed options identified in Holyhead area for Temporary Stopping Places (Sites 7 and 8) lie very close to the Orthios Eco Park site and a large proportion of land within both options is owned by the Orthios Group.

We have a number of concerns about this Consultation proposal and these issues can only undermine the viability of the project or be detrimental to the practical delivery of a complex scheme of this nature. These are outlined below:

Physical Security

Maintaining robust physical security over all areas of the site is vitally important throughout the different phases of the Orthios project; from the existing 'care and maintenance' position through the future development of demolition, construction, commissioning and operation of the various businesses.

There will be a massive increase in the value of equipment and material delivered to be stored on site (and other lay-down areas) leading up to and throughout the construction phases (from the end of 2016) and we anticipate this value being estimated at £100s of millions.

Whilst there will be great improvement to physical security, we believe that the transient nature of occupation proposed here represents a significantly higher risk to the site.



Security of Key Infrastructure

Two of the most valuable assets for Orthios going forward are the tunnel linking the site to the jetty at Holyhead port and the cable connecting the site to the national grid distribution network.

The tunnel will house a completely new conveyor system and be used to import over 1.5 million tonnes of biomass fuel (wood chips) from ships berthing at the jetty to the power station. Uninterrupted fuel supply (at a rate between 500-1,000 tonnes per hour) is critical to the continued running of the power station. Also we are looking to maintain a strip along much of the line of the tunnel for access to carry out repairs and maintenance to the conveyor and tunnel. This includes the land we own forming much of Site 7.

Similarly, the 132kv cable will transport electricity generated by the new power station on site between the Orthios connection point in the switchyard to the national grid substation at Wylfa. This is a critical connection to the Orthios power operation and the highly protected cable route runs directly through the land forming Site 8. National Grid protects this route with a 6m to 10m easement corridor along its length which is kept clear of vegetation and where the positioning of temporary and permanent buildings is forbidden.

Also to note, Site 8 lies adjacent to the route of a high pressure gas main supplying the site and surrounding area. The route, pipe and related equipment are protected by Wales & West Utilities via a 6m to 28m easement corridor.

The proposed temporary or permanent use of either Site 7 or Site 8 would significantly compromise our ability to use key Orthios project infrastructure.

Future Development

We have plans to expand and supplement the Orthios operations on site and a number of development opportunities are currently being appraised. These include building a hotel and visitor centre directly opposite the main site entrance (on land forming part of Site 7) and an extension to the Anglesey Eco Park, for employment purposes (on the Grey's Triangle land which adjoins Site 8).

The proposal of the Stopping Camp would hinder our flexibility to deliver potential future expansion plans.

Reputational Risk and Employment

The Orthios Group businesses plan to bring a large number of employment opportunities to the area. It is strongly believed that the plans for a Stopping Camp will hamper efforts to attract staff to the site. With 600 permanent jobs and 1,200 temporary construction jobs expected to be available, it would be a massive loss to the area should we be unable to attract workers to fulfil these roles.

Funding

The funding framework for the Orthios project is complex and involves the phased raising of increasingly larger sums of money.



As you will know, funding was secured to complete the site purchase on Christmas Eve 2015 so we already have commitments to existing funders and their advisors. We are currently working through a challenging and critically sensitive due diligence phase in the project and we firmly believe that the existing and prospective funders will not allow the project viability, value or delivery to be jeopardised by the sale of valuable land, or the compromising of key infrastructure or elements that undermine our ability to successfully deliver the Orthios Group business plans.

Under normal circumstances we would very much welcome the opportunity to work alongside and support the Council.

However, bearing the above in mind, we cannot recommend that the Orthios Board supports the proposal to establish a Temporary Stopping Camp on either Site 7 or Site 8. We will therefore not sanction the sale, leasing or grant of any rights over land (or assets) owned by the Orthios Group for such a purpose.

Alternative Sites

There must be more suitable sites available and we suggest the Council looks to the sites already being used by the Gypsy and Traveller communities and make one of them into a more permanent Temporary Stopping Camp i.e. possibly the existing encampment at the lay-by on the A5025 between Menai Bridge and Pentraeth (Site 1).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ian Pritchard', written over a horizontal line.

Ian Pritchard
Property Director
Orthios Group

GYPSY TRAVELLER SITES CONSULTATION QUESTIONNAIRE
Temporary Stopping Place – Holyhead area

To respond to the consultation please complete the on-line consultation on the Isle of Anglesey County Council's web-site at www.anglesey.gov.uk/gypsyandtravellerssites

Alternatively, you can leave a copy of the form with officials at any consultation event, or take a form or post it to: **Housing Strategy and Development Manager, Anglesey County Council, Council Offices, Llangefni LL77 7TW**

This form is also available in other formats, including large print and Braille by phoning 01248 752200.

Please note that all responses must be received by 5pm on Friday 11th March 2016.

In completing this form I acknowledge that the Anglesey Council is obliged to provide suitable sites for Gypsies and Travellers, in accordance with the Housing (Wales) Act 2014, and that the sites that form part of this consultation would meet the needs identified in the *Anglesey and Gwynedd Gypsy Traveller Accommodation Needs Assessment 2016*, adopted by the Council's Executive on 8th February 2016. Please note that responses may be published, though names and addresses will be redacted.

Name	IAN PRITCHARD
Organisation	ORTHIOS GROUP
Address including Post Code	THE MOORINGS, ROWTON BRIDGE ROAD, CHRISTLETON, CHESTER, CH3 7AE

Please rank the three sites identified using 1 for your preferred site and 3 for your least preferred site

Site	Rank
• Vacant Plots Penrhos Industrial Estate, Holyhead	
• Land immediately to east of B&M (formerly Homebase), Holyhead	
• Land to the south of Alpoco	
None of the above – for your response to be considered, you must provide an explanation below	✓

If you have chosen "None of the above" in response to site preference, please outline your reasons. You are also invited to suggest an alternative suitable site.

THE REASONS FOR OBJECTION ARE OUTLINED IN A LETTER FROM THE ORTHIOS GROUP TO ISLE OF ANGLESEY COUNTY COUNCIL DATED 9TH MARCH 2016.
--

Please indicate below **up to two** of the factors which have been most important in your choice of location for the permanent residential site (please tick or put a cross below):

Distance from essential facilities (i.e shops, GP)	
Impact on the environment	
Access on to the highway for Vehicles	
Impact on neighbouring residential properties	
Impact on adjacent businesses	✓
Other – please describe in a few words	



Housing Strategy and Development Manager
Anglesey County Council
Council Offices
Llangefni
LL77 7TW

26 February 2016

Dear Sir,

RE: CONSULTATION OF GYPSY AND TRAVELLER SITES ON ANGLESEY

I received the letter dated 11 February 2016 from Shan Williams detailing the proposed consultation on gypsy and traveller sites on Anglesey. On behalf of AMG AlpoCo UK Limited I have completed the online questionnaire but I feel it is necessary to send a letter to better explain the reasons why the temporary site should not be located next to the AMG AlpoCo UK Limited site (site 8). The main reasons are as follows:

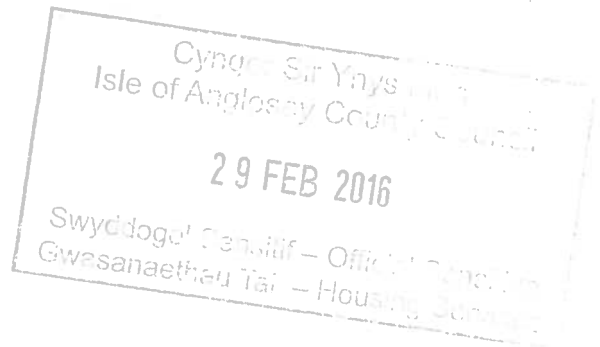
- Haulage access to the AlpoCo plant runs alongside the proposed travellers site. The continuous use of the access road by AlpoCo & North Wales Shipping, would increase the likelihood of accidents & incidents to the drivers, travellers and especially young children.
- Haulage access to the AlpoCo, if also used by the travellers, could cause a major disruption to the vital deliveries to our plant and affect the profitability and viability of our company.
- The AlpoCo site is protected by an electric fence as we previously experienced metal thefts. Young children especially, could ignore the signs, and not be aware of this hazard.
- The potential for undeliberate or unauthorised entry to the AlpoCo site would be increased, exposing persons entering the plant to safety hazards. This would increase the likelihood of injury to themselves or employees on the plant. Security would need to be increased at a cost to our company.
- Our environmental permit has noise level limits set at the boundary of the AlpoCo plant. The proposed travellers' site would potentially be exposed to noise as it is so close to the plant. The plant runs 24/7 continuous shifts.
- The company produces aluminium powder and an emergency situation on site (fire or explosion) would put the travellers at risk, due to their site being so close to the plant.
- The former Anglesey Aluminium smelter, next to AlpoCo, has been given approval for the development of a biomass plant and the construction and subsequent operation of the plant would impact the travellers.

I hope these concerns are taken seriously and a more appropriate site chosen as a temporary stopping place.

Yours sincerely
For and on behalf of AMG AlpoCo UK Limited

Leonora Scaife
Finance Director

AMG AlpoCo UK Limited
AMG ADVANCED METALLURGICAL GROUP N.V.
Registered Office: Fullerton Road, Rotherham, S60 1DL, United Kingdom
Registered in England No. 961050
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From: Harrison, Nigel S (T/Chief Superintendent 1710)
[mailto:Nigel.Harrison@nthwales.pnn.police.uk]

Sent: 09 March 2016 13:20

To: Caroline Turner

Copi/Cc: Armstrong, Mark (T/Chief Inspector)

Subject: RE: Gypsy / Traveller sites consultation

Caroline

Below I have annotated the North Wales Police response to the consultation and I thank you for the opportunity.

- We support the need to have transit site(s) within Anglesey as clearly we have had a number of groups of travellers passing through Anglesey which have formed unofficial sites in the past. Usually from our knowledge they are waiting for onward ferry travel to Ireland.
- We recognise there is currently a group of people living in a layby adjacent to the A5025 on the outskirts of Pentraeth who clearly have a need.

As a Police Service we wish raise the following points

- We would ask that any Temporary Stopping Places (TSP) or permanent site that are adopted when entering the planning phase that our Community Safety department is given the opportunity to pass comment on the design to seek to minimise the risk of Crime and Disorder as we do now with a number of other developments
- We seek to be sighted on any management plans put in place for the chosen sites so that we can seek to engage with communities that will be residing at these sites.
- At present we have very little concerns in relation to Crime and Disorder or Public Safety at the Pentraeth tolerated site. However we make this assessment based on the current residents and clearly any development of this site may alter the population. Our concern is one of public safety in so much the proximity of the site to a busy 'A' road gives us concern should there be children resident which there are not at this time. There are clear concerns of how they would be safeguarded to prevent them egressing on to the road which is fast moving and busy. We are led to believe that the current inhabitants will need to be relocated whilst building work is completed as such does this pose the risk of children being part of new family units. This risk is possible at the other sites however would appear much more likely at the Pentraeth site. Clearly there maybe options to mitigate against this risk but we feel it is worthy of note.
- We would also be keen that the TSPs do not expand and/or become permanent sites as our comments are predicated on the current options. Clearly multiple permanent sites would require a different engagement strategy from ourselves and potentially deployment model.

At this point the police have no further comment to make on the options provided.

Nigel Harrison
Prif Uwcharolygydd Dros Dro - T / Chief Superintendent

Lucy



CAERGYBI/HOLYHEAD

Cyngor Tref / Town Council

Our ref: CLE/PRS/TC2A
9 March 2016

Dear Sir/Madam,

GYPSY TRAVELLER SITES CONSULTATION : END DATE FRIDAY 11 MARCH 2016

A presentation was made by officers of the Anglesey County Council at the Holyhead Town Council meeting held on Monday 7 March 2016.

The Holyhead Town Council resolved as follows:-

“That the Holyhead Town Council reject the sites in Holyhead as they could not be included in the Local Development Plan at this stage as the Local Development Plan had now closed and also that two of the sites suggested were close to businesses and in areas of outstanding natural beauty. Also, the Town Council was concerned that the cost of setting up and maintaining these sites would fall on the rate-payers of Anglesey.”

I should be obliged if you could include this resolution in the consultation replies.

Yours Sincerely,

.....
C LI Everett
Town Clerk/Financial Officer

**Housing Strategy and Development Manager
Anglesey County Council
Council Offices
LLANGFNI
Anglesey
LL77 7TW**

Cyngor Sir Ynys Môn
Isle of Anglesey County Council
10 MAR 2016
Swyddogel Sensitif – Official Sensitive
Gwasanaethau Tai – Housing Services

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Partnership and Regeneration Scrutiny Committee The Executive Committee
Date:	13th May 2016 – Scrutiny 31 May 2016 - Executive
Subject:	Consultation on Gypsy and Traveller Sites in Anglesey – Temporary Stopping Place – Centre of the Island
Portfolio Holder(s):	Councillor Aled M Jones
Head of Service:	Shan L Williams, Head of Housing Services
Report Author:	Gareth Jones – Senior Property Officer
Tel:	01248 752253
E-mail:	rgarethjones@ynysmon.gov.uk
Local Members:	Councillors R G Parry OBE, D Rees, N Roberts

A –Recommendation/s and reason/s
<p>Recommendations: following analysis of the responses to the consultation exercise and site assessment exercises outlined within the Report, it is recommended that:</p> <ol style="list-style-type: none"> 1. None of the two sites included in the consultation process should be progressed or included in the Local Development Plan. 2. IACC should continue to work to identify alternative sites to meet the need for a temporary stopping place in the centre of the island, as identified in the statutory Gwynedd and Anglesey Gypsy and Traveller Accommodation Needs assessment 2016 and to comply with the Council’s duties under Part 3 of the Housing (Wales) Act 2014. 3. IOACC should continue to fulfil its role to promote community cohesion. This must balance the needs of residents to feel safe and to be consulted on development issues with the recognition that the Council must act to counter racist attitudes and challenge inflammatory comments. <p>Reasons</p> <p><u>Recommendation 1</u></p> <p>Significant factors have been highlighted during the consultation process for both sites on Mona Industrial Estate, which mean that they are unsuitable. A summary of the consultation is provided later in the report. However, as outlined below, certain critical issues were raised that means these sites cannot be considered suitable for</p>

inclusion in the Local Development plan and proceed to a planning application.

The Defence Infrastructure Organisation (DIO), on behalf of the Ministry of Defence, object to both sites on the ground of safety issues. They note that there have been two crashes at the site in recent history where debris has fallen in the area of the sites. They also note that rubbish is often thrown over the boundary fence, which can attract birds which are a danger to aircraft.

The Royal Air Force's letter also referred to air safety and operative issues relating to trespassing and fly-tipping and that the proposed sites could lead to increased risk of runway incursions and foreign object damage to aircraft.

Recommendation 2

The Council must continue to seek a suitable site in order to fulfill its duty under part 3 of the Housing (Wales) Act 2014. The Welsh Government has powers to direct the Council to act if reasonable progress is not made. The Council must also include sites in the Joint Local Development Plan or face a high risk that the plan will be found unsound.

Recommendation 3

Gypsies and Travellers are a recognised ethnic minority and are therefore protected by the provisions of the Equality Act 2010. The Council has an important role to play in creating understanding and addressing prejudice to this minority group. There was evidence that rumours and misconceptions about the type and size of the site proposed arose in the course of the consultation period. Some of the responses to the consultation were disparaging and inaccurate.

Background

The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and Travellers where a need has been identified. The Welsh Government's *Travelling to a Better Future* describes Gypsies and Travellers as having long been one of the most disenfranchised and marginalised groups in society. The Welsh Government is committed to redressing the inequalities faced by Gypsies and Travellers by improving equality of opportunity for all.

The Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment 2016, undertaken in accordance with the Welsh Government statutory guidance on Undertaking Gypsy and Traveller Accommodation Assessments, identified need for both permanent and transit sites in the two local authority areas.

During the course of the consultation period in February – March 2016 an

unauthorised encampment took place by a group of gypsy travellers on land at Mona Industrial Estate. Consultation took place with all households at the encampment via a consultant from Unity, an organisation which has experience in offering advocacy to Gypsy and Travellers in Wales. Their views are reported later in the report.

Type of sites which need to be provided and size

Evidence from the Council’s own records of unauthorised encampments indicate that the A5 – A55 corridor is where need is greatest.

The Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment 2016 identified a need for a temporary stopping place for the centre of the Island with capacity for up to 15 caravans.

The Mona Industrial Estate is a popular stopping place for Gypsy Travellers, with a relatively large group of Gypsy Travellers choosing to stay for 2-3 weeks in July/August each year, although recently unauthorized encampments have also appeared over the winter months.

Supporting information including options considered:

Two sites, as noted below, were included in the consultation process as potential shortlisted sites in the centre of the Island:

- Vacant land at Mona Industrial Estate Site A (nearest to Mona airfield)
- Vacant land at Mona Industrial Estate Site B

Summary of consultation

- **Questionnaire responses**

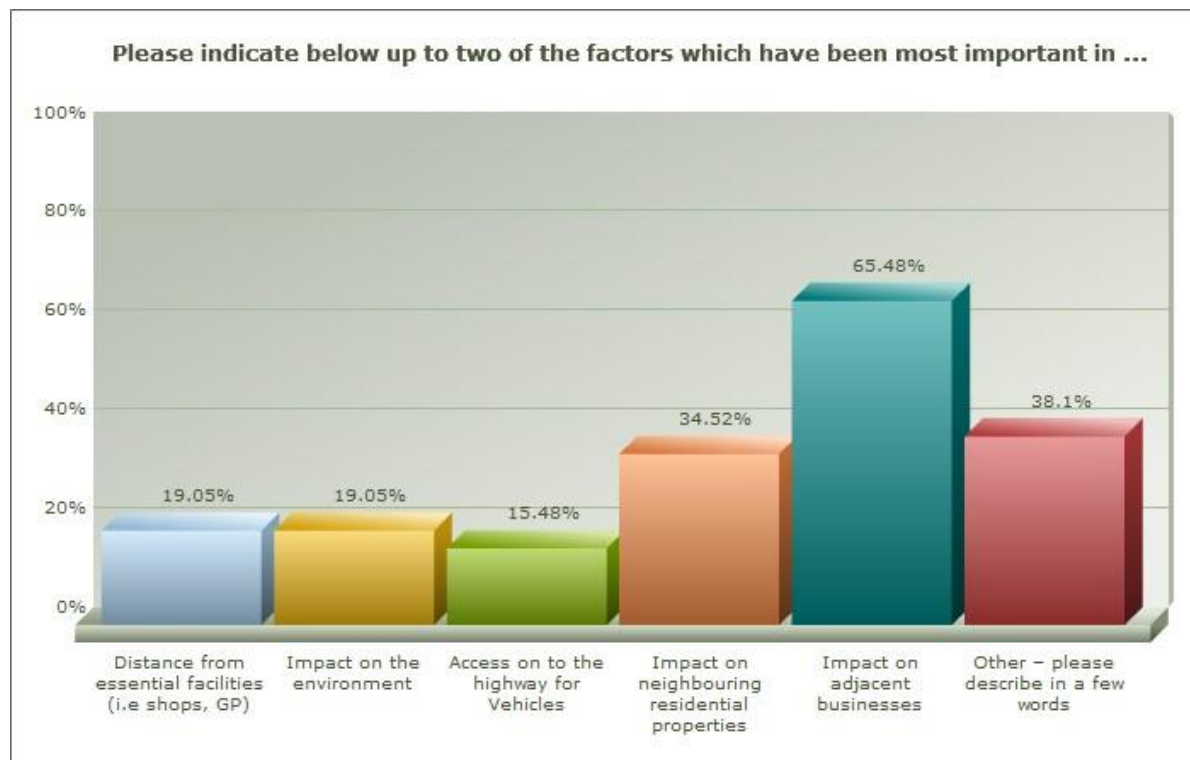
92 questionnaires were completed and returned.

The table below sets out the responses to the first question in the questionnaire which requested respondents rank the consultation sites, using 1 for preferred site and 2 for least preferred site. 60 of the respondents chose not to select either site.

	First Choice	Second Choice
Vacant land at Mona Industrial Estate – Site A	24	8

	Vacant land at Mona Industrial Estate – Site B	8	24	
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The graph below indicates the response received to the final question in the questionnaire which requested respondents to indicate which two factors were most important in their choice of site.



The chart above indicates that the respondents to the questionnaire consider that the impact on adjacent businesses is an important factor for site selection, alongside the impact on neighbouring residential properties and other issues.

A Public Meeting arranged by Bodffordd Community Council was held at the Anglesey Agricultural Showground on 25th February 2016, with around 130 people in attendance.

Summary of comments received

The tables below summarise the theme of comments made most frequently via letter, email or the questionnaires and other issues raised that have direct impact on determining suitability and reasonableness of selecting individual sites.

The issues stated below were in nearly all cases common to both sites A and B at Mona Industrial Estate.

Issue	Summary of comments from consultees	Officer Response to the comment (provided where clarification or factual information can be provided)
Not in a rural location	Would have a negative impact on archaeology, local residents, farming and business communities	Noted
Risk to Park and Ride provision	Concern over continued provision of Park and Ride facility with possible risk of reduced parking numbers	Noted
Contaminated land	Reference to site B being contaminated	Noted
Negative impact on local businesses and job creation	Economic development and job creation should be prioritised and safeguarded	Noted
Business employee safety	Employees are reluctant to work late in the evenings for fear of intimidation	Noted
Property insurance cover and security	Possible risk of increased insurance premium and other associated security costs. One business in particular is only able to obtain insurance cover from one of two companies. Failure to enjoy continued cover would seriously compromise the company's business operations placing 45 local jobs in jeopardy	Noted
Safety at existing business premises	Travellers, children and their dogs roaming and entering business premises without permission which pose health and safety concern	The creation of a temporary stopping place would create a more managed environment with sanctions available where site rules were disregarded.
Crime and Anti social behaviour	Potential increase in crime, vandalism, theft, Increased vulnerability by locals and trespass on private property	The Council cannot take into account responses to the the consultations that contain racist, discriminatory offensive, and inflammatory comments. North Wales

		Police have no record of increased crime when Gypsy Travellers are at the site.
Policing and monitoring of temporary site	How, and who, would police and monitor the temporary site on a regular basis	Noted
Welsh Government / Anglesey County Council land ownership	Welsh Government does not support the use of its own land within Enterprise Zones, the same reservations should apply to Anglesey County Council owned land	Noted
Health and Safety concerns for the temporary site occupiers	Some businesses operate 24/7 with large vehicles and heavy plant in operation Consideration should be given to the noise impact level being in close proximity to an operational RAF runway and an industrial estate as referred to in relevant planning policies and technical advise notes	Noted
Deposit of waste and other rubbish	Waste, rubbish and other materials are left on site, which are then blown all over the estate. To be collected at local ratepayers expense. Also attracts vermin	The creation of a temporary stopping place would create a more managed environment with refuse facilities. The absence of temporary stopping places means that there is a high likelihood that unauthorised encampments will continue with resulting environmental impacts.
Welsh Government guidelines for Gypsy and Traveller Sites	Reference is made to various sections within the guidelines as to why both sites would not be suitable	Noted
Protection of Employment Land under relevant Planning policies	Policy within the Ynys Môn UDP identify and protect employment related land against retail, leisure or housing development. Policy within the Joint Local Development Plan – Deposited Version seeks to safeguard land and units for	Noted

	<p>employment and business purposes, with employment land on safeguarded sites only being granted alternative use only in special circumstances</p>	
<p>RAF Mona operational airfield</p>	<p>RAF Mona is a relief airfield for RAF Valley and is well used. There have been two crashes in recent history with debris having fallen within the area of proposed site A.</p> <p>There would be a tangible increase in risk of runway incursion, Foreign Object Damage to aircraft and security.</p> <p>Increased level of fly tipping and trespass.</p> <p>Increased residential population near or within an active fast jet aircraft circuit.</p> <p>RAF Mona has a statutory safeguarding zone; height and technical safeguarding zones – all development and birdstrike safeguarding zone.</p> <p>The Secretary of State for Defence sold the land the two proposed sites occupy to the Council in 1994.</p> <p>Clause 3a of the conveyance states “That neither the property or any part thereof shall be used....for any purpose which may be or become a nuisance, danger, damage or annoyance to the owners or occupiers for the time being of the Retained Land or any part thereof”</p> <p>Clause 4a & b are also applicable to site A and they state as follows “the Purchaser and its successors in title will not at</p>	<p>Noted</p>

	<p>any time....within the land.....erect build or place any building or structure of any description whatever whether permanent or temporary and whether moveable or not without the previous consent in writing of the vendor....”</p> <p>The Defence Infrastructure Organisation on behalf of the Ministry of Defence state that the use of either proposed site A or B would not fulfil the obligations of the Council as agreed to by entering into the above restrictive covenant.</p>	
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Consultation with Gypsies and Travellers encamped at Mona Industrial Estate

During the course of the consultation period an unauthorised encampment was in place by a group of gypsy travellers on land at Mona Industrial Estate. Consultation took place with all households at this encampment via a consultant from Unity, an organisation which has experience in offering advocacy to Gypsy and Travellers in Wales. A questionnaire agreed between Unity and the Council was used to gain the views of those on the site to inform the consultation, but also on broader issues about facilities and use of temporary stopping places.

The six households were all of the opinion that of the two sites in the consultation, site A was preferable as it was more secluded. However the six households were also in agreement that as long as a site was provided on Anglesey the location was not overly important to them, as long as it wasn't too out of the way. Most agreed that the site should be located close to shop and facilities, although this was qualified by pointing out by several that they have use of a car. It was pointed out that any site created in the Holyhead area would predominantly be used by Irish Travellers crossing to and from Ireland. All households indicated their willingness to pay a weekly fee for the use of temporary stopping facilities with adequate facilities for their needs.

B – What other options did you consider and why did you reject them and/or opt for this option?

Not applicable

C – Why is this a decision for the Executive?

The Housing (Wales) Act 2014 places a statutory duty on local authorities to provide sites for Gypsies and Travellers where a need has been identified.

D – Is this decision consistent with policy approved by the full Council?

Not applicable

DD – Is this decision within the budget approved by the Council?

The Council's budget for 2016-17 includes capital funding to facilitate temporary stopping places.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	

8	Scrutiny	<p>RESOLVED to recommend to the Executive:-</p> <ul style="list-style-type: none"> • That Point 1 of the report be forwarded to the Executive i.e. that none of the two sites included in the consultation process should be progressed or included in the Local Development Plan. • That Points 2 and 3 be treated as observations with regard to the task of identifying an alternative site.
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	

4	Environmental	
5	Equalities	The report recognises that identifying sites for Gypsies and Travellers is an issue where the Council must be aware of its duties under the Equality Act 2010 and must take positive steps to promote community cohesion and prevent discrimination, harassment or victimisation of Gypsies and Travellers who are a protected group under the Act.
6	Outcome Agreements	
7	Other	

FF - Appendices:

- Consultation response from Defence Infrastructure Organisation
- Economic and Community Regeneration Services, IOACC
- Royal Air Force

G - Background papers (please contact the author of the Report for any further information):

1. Consultation Document, Consultation on Gypsy and Traveller sites on Anglesey, February 2016.
2. Gwynedd and Anglesey Gypsy Traveller Accommodation Assessment, February 2016 Executive 08/02/16 and Partnership and Economic Regeneration Committee 02/02/16.
3. Presentation and minutes of the Joint Gwynedd and Anglesey Local Development Plan Panel dated 20/11/15 'Meeting the accommodation needs of Gypsies and Travellers in the Plan'.

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Gypsy Traveller Sites Consultation Response to Penrhos and Mona

March 2016

Status: Official Sensitive

Prepared by:

Tudur H. Jones

Economic & Community Regeneration Service

1.0 Purpose of the Paper

- 1.1 The purpose of this paper is to provide comments from the Economic & Community Regeneration Service on the proposals within the consultation that Penrhos (Holyhead) and Mona are suitable for Gypsy/ Travellers sites.
- 1.2 This paper will also provide a summary and conclusion in terms of the Service's views for both of the sites and the reasons why we feel these sites are not suitable.

2.0 Background

- 2.1 The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and Travellers where a need has been identified.
- 2.2 Work has taken place at the Isle of Anglesey County Council to identify possible locations for Gypsy and Traveller sites on the Island. As a result of this process a shortlist of sites have been drawn up which includes the Heliport Site Penrhos (Holyhead) and Mona Industrial Estate being considered suitable as "Temporary Stopping Sites".

3.0 The Heliport Sites, Penrhos, Holyhead

- 3.1 The Economic & Community Regeneration Service's (E&CR) opinion – mirroring those of the Welsh Government for their Parc Cybi site – is that the former Heliport Site on the Penrhos Industrial Estate is not suitable for a temporary stopping site for Gypsy Travellers in the Holyhead area.
- 3.2 There are a number of reasons for this which are articulated and covered in more detail below:
 1. The 2.4ha Heliport site remains the only employment land that the Isle of Anglesey County Council (IACC) has in its ownership in Holyhead that is suitable for future development and can capture the opportunities from the expected energy investments. Should this site be allocated for a transit Gypsy site then there are no more future options for the IACC to develop in Holyhead.
 2. The Penrhos Industrial Estate is recognised as a Welsh Government Enterprise Zone (EZ3). The businesses which are/ will be located there are therefore eligible for the incentives and benefits which is a major advantage when attempting to secure inward investment.
 3. The Welsh Government owned Parc Cybi is a strategically important business park and the WG would not endorse/ support any of the speculative builds which would enable businesses more suited to Penrhos to be established there ("dirty neighbours" businesses). The

end-use for Parc Cybi is that strategic/ nationally important businesses should be located there.

4. The IACC has recently secured planning permission to build 10 (ten) flexible business units for rental to the private sector on the Heliport site. The cost associated with these development works was circa £70,000 and garnered much positive publicity as it meets an identified need and addresses market failure in a key area. A business has already expressed a desire to the E&CR Service to relocate to one of the larger units should they be built <http://www.anglesey.gov.uk/business/energy-island/energy-island-news/planning-approval-for-new-business-units-on-anglesey-heliport-site/127552.article>
5. Following purchase of the land from Anglesey Aluminium in the 1990's a covenant was agreed as part of the contract agreement. This covenant stipulated that the IACC would not be able to secure a change of use from the business classes of B1, B2 and B8 without incurring a financial penalty which would be payable to Anglesey Aluminium. As the Gypsy transit site requires a change of use (probably to Sui Generis) this would need to be agreed and approved by Anglesey Aluminium at Boardroom level and possibly some form of financial recompense as well. This aspect requires clarification.
6. The E&CR Service has recently submitted a funding application through the North Wales Economic Ambition Board to deliver and construct these units and whole site redevelopment utilising EU funding. The project scored highly in the first round and could also secure match funding from the VVP Project.
7. Following a recent independent Economic Impact Assessment on the financial benefits of implementing the project, the construction of these units could result in an increase of approximately £2.5m of GVA to the Anglesey economy.
8. A large capital project with a value of £305,000 supported through the IACC core funds, the NDA and the VVP Project is underway to redevelop the existing Penrhos units (Nos 1-8) which all have tenants and are leased. This scheme aims to modernise and make the units more energy efficient and user-friendly.
9. As a "Gypsy transit site" the site would only be used sporadically – circa 3 to 4 times per annum – it would in no-way ensure that the site and all the potential that it has to create and sustain substantial

employment numbers in an economically challenged area as Holyhead would be used to its maximum/ capacity.

10. Locally, the Penrhos Industrial Estate is significant and in terms of employment numbers and businesses, is also a very important location. It is home to many well-known regional businesses – Môn Maintenance Services, DU Construction etc. – who have invested substantial sums of money in land purchase and self-build business units meeting their exact specifications. The site is now recognised and considered as a ‘business hub’ acknowledged though securing its Enterprise Zone status. A Gypsy Traveller site could detract from that.
11. Through informal discussions with the tenants, they have indicated a strong objection to any proposed Gypsy site with one company indicating that they would consider vacating the unit. They will be responding accordingly to the recent consultation.

4.0 Mona Industrial Estate, Mona

4.1 As with the Penrhos site, the E&CR Service does not view the Mona Industrial Estate as being suitable for a Gypsy Traveller site.

1. The 4 acre site remains one of the remaining few employment sites that the Isle of Anglesey County Council (IACC) has in its ownership on Mona that is suitable for future development and can capture the opportunities from the expected energy investments. Should this site be allocated for a transit Gypsy site then there are no more future options for the IACC to develop in in Mona due to land ownership restrictions.
2. Of the 4 plots available on Mona, two are currently under offer. Plot 5B (part of this consultation) is currently under offer.
3. The IACC has recently received a number of enquiries in relation to the land at Mona with companies expressing a desire to purchase the land thereby creating a capital receipt for the County Council. These companies would in turn generate spend and create employment opportunities in the short, medium and long term.
4. The E&CR Service is of the opinion that locating a Gypsy Traveller site at Mona could significantly detract from the economic well-being of the area through being a deterrent to companies seeking to relocate or even expand their current operations.

5. The Mona Industrial Estate is significant and in terms of employment numbers and businesses and is also a very important location. It is home to many well-known regional businesses – Hefin Thomas, AMP, Moduron Maethlu – that have invested substantial sums of money in land purchase and self-build business units meeting their exact specifications. The site is now recognised and considered as a ‘business hub’. A Gypsy Traveller site could detract from that.
6. Through informal discussions with the tenants, they have indicated a strong objection to any proposed Gypsy site with two organisations indicating that they would consider vacating their units. This would result in an income loss to the County Council. These tenants will be responding accordingly to the recent consultation.
7. No matter how well any future site would be presented/ screened from the Industrial Estate there is a strong possibility that it can have negative perceptions with developers/ businesses in the area who would not wish to be located at Mona.
8. The location of the Industrial Estate results in it being located away from amenities such as health, education and shops. These local services are critical to ensuring the integration of a community.

5.0 Conclusions

- 5.1 For the reasons outlined above, the E&CR Service is strongly of the opinion that neither the Heliport Site nor Mona Industrial Estate are suitable locations for Gypsy Traveller sites.
- 5.2 Ensuring that Anglesey has sufficient supply of employment land at important, strategic sites such as Holyhead and Mona is critical in ensuring the County Council can enable and facilitate companies to invest and create employment opportunities for the residents of Anglesey.
- 5.3 By allocating what little employment land that we have at these two sites for an end-use that will not create employment or future prosperity, is dangerously short-sighted and risks damaging Anglesey’s Energy Island aspirations.



Defence Infrastructure Organisation

Ministry of Defence
Building 49
Kingston Road
Sutton Coldfield
West Midlands B75 7RL
United Kingdom

Ref. DIO response to Consultation on Gypsy
and Traveller Sites

Telephone [MOD]: +44 (0)121 311 3635
Facsimile [MOD]: +44 (0)121 311 3636
E-mail: ellen.ogrady324@mod.uk

FAO: Policy Unit, Isle of Anglesey County Council.

BY EMAIL ONLY.

10 March 2016

Dear Sir/Madam,

RE: DIO response to Consultation on Gypsy and Traveller Sites

The proposed sites at Mona Industrial Site are within very close proximity to RAF Mona which is an operational airfield. Proposed Site 4 is adjacent to our boundary, whereas proposed Site 5 is approximately 457 metres from the boundary. DIO hereby object to both proposed sites being used for temporary accommodation of any kind.

RAF Mona is a relief airfield for RAF Valley and is well used, especially for training flights, including night flying. The level of noise from the use of the airfield is incompatible with any type of residential accommodation, however temporary. There have also been two crashes at the site in recent history, where debris has fallen in the area of proposed Site 4. It is DIO's position that an adequate residential amenity could not be provided on either site due to aircraft noise.

DIO are aware that a site at the Mona Industrial Estate has been used illegally as temporary accommodation for gypsy and traveller caravans in the past. During the times when the site is occupied by gypsies and/or travellers, the RAF Station has suffered from significant anti-social behaviour exhibited by the occupants of the site. Rubbish is often thrown over the boundary fence, which is not only unsightly and onerous for the Station to clear, but can also attract birds, which are a danger to aircraft. The Station has also reported Cadets being verbally abused and harassed while carrying out exercises.

The Secretary of State for Defence sold the land the two proposed sites occupy to your Council on 31st March 1994. Clause 3a of that conveyance states as follows:

"That neither the property or any part thereof shall be used....for any purpose which may be or become a nuisance, danger, damage or annoyance to the owners or occupiers for the time being of the Retained Land or any part thereof."

Clauses 4a & b are also applicable to Site 4 and they state as follows:

“the Purchaser and its successors in title will not at any time within the land erect build or place any building or structure of any description whatever whether permanent or temporary and whether moveable or not without the previous consent in writing of the vendor.....”

DIO hereby state that the use of either proposed site 4 or 5 would not fulfil the obligations of your Council as agreed to by entering into the above restrictive covenant.

Yours faithfully,

Ellen O'Grady
Senior Town Planner
MTCP (Hons) MRTPI

TRANSLATION

Response from Bodffordd Community Council re Sites for Gypsies and Travellers

From: Derek Owen (Clerk)

Dear Sir/Madam

CONSULTATION RE. GYPSY AND TRAVELLER SITES AT MONA INDUSTRIAL ESTATE – OBJECTION

Disappointed that the consultation was held at such short notice.

Farmers have problems with Gypsies and Travellers wandering onto their land with their dogs, putting livestock at risk.

Residents on the Estate are prepared to move away.

A haven for rats already, what do the Gypsies burn? Polluting the area.

How much will CCTV cost, who will pay? The County Council cannot afford to pay for CCTV in Llangefni and other villages.

The land was bought as a 'clean' area, nobody will want to move in.

Does the RAF Valley object to such a development having seen small children running on the runway. Is it right for children to live by a runway with the noise of aircraft day and night.

Why place families and children on an Industrial Estate in such a dangerous location by a waste operation. How about the heavy goods vehicles coming and going?

No GPs, Shops, Schools etc close by, perhaps it would be better to go to a nearby town than an industrial estate. It is understandable that nobody wants them in their area.

Is it right to hide the site from view? Why does the document appear to support keeping these sites from view?

Permitting this development could lead to abuse of facilities provided, without mentioning nearby sites.

Welsh Government does not support the use of land within enterprise zones for Gypsy and Traveller sites. Certainly, the reasons for retaining this land are relevant to Anglesey Council. Industrial sites were gifted by the PDA for exactly that use.

Brwonfield sites are better than the old redundant industrial sites.

The photos published for the public consultation are not current and do not show six key new businesses. The public could not make an informed decision about the effects. Under what

circumstances it is acceptable from a planning point of view to permit the change of use of industrial sites into residential use.

Insurance could pose a very real risk to the sites. There is no need for a permanent site in the centre of the Island.

Yours faithfully

Speaking from experience

Years ago when I was a tenant of land in Green Farm, Bodffordd (by Felin Frogwy lake), the aeroplanes used to fly overhead en route to the runway.

One day, a cow went missing and we found her in the gorse with a burnt back. The vet said it was hot fuel from the aeroplanes that had caused this as they fly so low. This is something to bear in mind should children wander onto the runway.



Cyngor Sir Ynys Môn
Isle of Anglesey County Council
- 9 MAR 2016
Swyddogol Censitif - Official
Gwasanaethau Tai - Housing

**Royal Air Force Valley
Llu Awyr Brenhinol Y Fali**

Valley, Holyhead, Anglesey, LL65 3NY
Y Fali, Caergybi, Ynys Môn, LL65 3NY
Tel/ Ffôn: 01407 767033 VPN: 95581 7201
Fax/Ffacs: 01407 767025 VPN: 95581 7807
Email: val-stncdr@mod.uk

Shan LL Williams MSc (Econ) MCIH
Head of Housing Services
Isle of Anglesey County Council
Council Offices
Llangefni
LL77 7TW

29 February 2016

Dear Shan,

Many thanks for the consultation documents regarding the options for gypsy and traveller sites on Anglesey.

As you may be aware our Safeguarding Department within the Defence Infrastructure Organisation deal with all aspects of planning permission in the local vicinity of Royal Air Force Valley and Mona and they will no doubt be in liaison with you already. However, so that you are aware, these are the issues that I will be raising with DIO regarding the proposals:

1. In the last 2-3 years, site 4 has previously been used by groups of travellers which has caused a number of issues from an air safety and operations perspective, due to trespassing and fly tipping. The proposal could lead to increased risk of runway incursions and foreign object damage to aircraft, the consequences of which could be significant in air safety terms.
2. We have had incidents in the past where travellers on the site have harassed 2474 (Cefni) Squadron Air Cadets, who occupy Mona for their weekly meetings, by verbally abusing them and pelting them with stones using slingshots.

In the last few weeks I have received a number of phone calls from concerned residents in that area wishing to inform me of the plans and I have also received a letter from a Mr & Mrs Williams expressing their concerns, along with evidence of events that they have witnessed whilst the land was previously occupied by travellers. I have enclosed a copy for your information.

Should you wish to discuss this matter in more detail or require any additional information please do not hesitate to contact me. As I have already mentioned, the formal response from the MOD to this proposal will come from the Safeguarding Department within the Defence Infrastructure Organisation.

*Yours,
Ker Braid*

Royal Air Force Valley welcomes correspondence in Welsh and English.
Mae Llu Awyr Brenhinol Y Fali yn croesawu gohebiaeth yn Gymraeg ac yn Saesneg.

'Training Aircrew and Saving Lives'
'Hyfforddi Criw Awyr ac Achub Bywyda'

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Partnership and Regeneration Scrutiny Committee The Executive Committee
Date:	The Executive 31 May 2016
Subject:	Consultation on Gypsy and Traveller Sites in Anglesey – Permanent Sites in the Menai Area
Portfolio Holder(s):	Councillor Aled M Jones
Head of Service:	Shan L Williams, Head of Housing Services
Report Author: Tel: E-mail:	Mike Evans Senior Planning Officer, Joint Planning Policy Unit. 01286 679825 mikeevans@gwynedd.gov.uk
Local Members:	Councillors Alwyn Rowlands Carwyn Jones Lewis Davies Alun Mummery Meirion Jones Jim Evans

A – Recommendation/s and reason/s
<p>Recommendations: following analysis of the responses to the consultation exercise and site assessment exercises outlined within the report it is recommended that</p> <ol style="list-style-type: none"> 1. Revised Site 3 (as shown in Appendix 1), Land at Penhesgyn, near Penmynydd is selected for inclusion in the Joint Local Development Plan as a possible allocation to meet the accommodation needs of Gypsy Travellers identified in the latest available GTANA, subject to the outcome of the further investigations outlined below 2. Further investigative work will be undertaken by IACC confirm the suitability and deliverability of the above named site from a highway safety and health impact perspective IACC will continue to engage with the residents of the unauthorised encampment at the lay-by on the A5025 to gain a better understanding of their needs and wishes and to explain the Council’s requirements. The Council will

use an independent facilitator with experience of dealing with gypsy and traveller matters to assist with this.

3. IACC will appoint an appropriate consultant to prepare site design and submit the requisite planning application. The appointed consultant and the independent facilitator will be required to involve the residents of the unauthorised encampments in the design and management of the proposed new site.
4. IACC will engage with local communities and key stakeholders regarding the proposals to develop the site with the aim of building community cohesion
5. IACC will enter into discussions with the owner of the two fields marked on the plan (Appendix 1) with a view to their purchase.
6. IACC will enter into discussions with the owner of the two fields marked on the plan (Appendix 1) with a view to their purchase.

Reasons for each Recommendation:

1. Officers have assessed a number of alternative sites and have taken account of Welsh Government Guidance in developing its methodology to assess potential suitable sites. The three sites that were the subject of the recent consultation were considered to have the greatest potential for development as Gypsy Traveller Sites. All three sites have positive as well as negative factors that need to be considered. Having considered the advantages and disadvantages of each site, on balance, it is considered that Site 3 merits selection. For the reasons explained in this report, Revised Site 3 has been selected as a proposed allocation for a permanent residential site in the Joint Local Development Plan.

Gaerwen Smallholding is not considered suitable due to the high cost associated with providing a supply of running water, as outlined in Dwr Cymru's response (Appendix 2). The lay-by on the A5025 between Menai Bridge and Pentraeth is not considered suitable due to the proximity to a busy and fast-moving A road, should there be children resident at the site, as highlighted by North Wales Police (Appendix 2). Local residents have also expressed concern about the risk of serious road accidents since there are dogs on the site, and smoke from fires has been observed drifting across the A5025 and limiting forward visibility.

2. Concerning Site 3, further investigative work is required to address some of the highway safety and health Impact issues including air quality raised in the comments submitted. Evidence suggests that these matters can be resolved. This work will be undertaken as part of the preparations for applying for planning permission.
3. Despite considerable efforts, IACC have had difficulties in consulting and engaging with the New Age Travellers living on the unauthorised tolerated encampment between Menai Bridge and Pentraeth. The use of an independent facilitator with experience of dealing with such hard to reach groups has assisted the Council in engaging with the New Age Travellers during the consultation process, and has enabled the residents to participate in the consultation. We propose continuing to use an independent facilitator when necessary in holding further meeting to talk about the process of providing a Traveller site.
4. Appointing a suitable Consultant to prepare and submit the required planning application with input from the New Travellers. Taking the views of the New Travellers into account and involving them in the proposed design and management of the proposed new site should help 'get their buy in'.
5. In order to support community cohesion and to keep them informed of developments, IACC will engage with local communities and key stakeholders in the process of developing an authorised site.
6. IACC may need to acquire one or both of the two fields referred to, in order to provide a suitable authorised residential site with an appropriate vehicular access that would meet highway requirements. The acquisition of the two fields would enable the Council to consider undertaking road widening and other highway improvements. The precise boundaries of the land to be developed will be determined at a later stage. Please note that not all the land shown on the attached plan will be required to accommodate the Travellers currently residing in the lay-by, Lon Pentraeth.

Background

The Housing (Wales) Act 2014 places a duty on Local Authorities to provide sites for Gypsies and travellers where a need has been identified. The Welsh Government Circular 30/2007 Planning for Gypsy and Traveller Caravan Sites also strengthens

the requirement that local authorities identify and make provision for sufficient appropriate sites in their Local Development Plans.

The Anglesey and Gwynedd Gypsy and Travellers Accommodation Needs Assessment 2016 (GTANA), undertaken in accordance with the Welsh Government identified needs for both permanent and transit sites in the two local authority areas. The (GTANA) 2016 identified the need for

- A permanent residential site to meet the needs of New Travellers arising from the unauthorised tolerated site at Pentraeth Road (four pitches)

Whilst visual and amenity impacts on surrounding communities and properties are important issues, there are existing planning policies in place to protect against unacceptably adverse impacts. It is accepted that finding suitable sites for Gypsy Travellers can become emotive during the planning process. However, planning decisions need to be taken in the wider public interest and in a rational way, informed by evidence, where these issues are balanced against other factors. Before an authorised Gypsy-Traveller site is developed, planning permission must be obtained. This stage in the process will provide details and certainty about matters such as vehicle access, site layout and design, landscaping. There will therefore be an opportunity for interested parties to make representations on the planning application before it is determined.

Type of sites which need to be provided and size

The GTANA (2016) provided evidence of the need to provide a permanent residential site to meet the needs of New Travellers living on the unauthorised tolerated site at Pentraeth Road (four pitches).

It is a requirement of Welsh Government that Local Authorities must carry out a GTANA every 5 years. Welsh Government acknowledge that it is difficult to accurately forecast needs over a longer period.

Officers consider that due regard has been taken of relevant Welsh Government advice and guidance in its approach to identifying possible permanent Gypsy and Traveller sites.

Justification for selecting Revised Site 3 to be taken forward into the JLDP

The following sites were included in the consultation as potential shortlisted sites

- Site 1. Existing encampment, lay-by A5025 between Menai Bridge and Pentraeth
- Site 2. Parcel of land at Gaerwen Smallholding
- Site 3. Land at Penhesgyn, near Penmynydd

Advantages and Disadvantages

The following tables set out in bullet form the perceived advantages and disadvantages of developing an authorised permanent site on each of the three sites.

Site 1. Existing encampment, lay-by A5025 between Menai Bridge and Pentraeth

Advantages	Disadvantages
<ul style="list-style-type: none"> • Use of this site would accord with preference of the existing residents to stay on this site • Existing water supply to site • Not many houses close to site • Current Site is reasonably well screened in Summer when trees are in leaf • Site located on bus route • Shops and services available in Menai Bridge 	<ul style="list-style-type: none"> • Proximity to very busy road • Improvements to vehicular access required • no/pavements nearby • Redevelopment and additional tree felling would make site more prominent • Redevelopment and loss of trees may be harmful to matters of conservation interest • On popular tourist route • Limited scope to extend site if additional pitches or children's play area required in future • private rights of way are currently obstructed • For health and safety reasons it may be necessary to relocate residents and their properties for temporary period whilst site

Site 2. Parcel of land at Gaerwen Smallholding

Advantages	Disadvantages
<ul style="list-style-type: none"> • Not many houses close to site • Proximity to shops and community facilities in Gaerwen • Travellers could stay on existing site until new site is ready 	<ul style="list-style-type: none"> • No existing water supply. significant cost in connecting to convenient water supply • Perceived threat to attractiveness of proposed Science Park • Creation of new vehicular

<ul style="list-style-type: none"> • Sufficient land available to create good environment for Travellers, including additional pitches, space for planting fruit and vegetables and children's play area if required. • Near Bus route along A5 	<p>access to comply with highway requirements would result in loss to existing hedgerow</p> <ul style="list-style-type: none"> • Additional pavements may be required to improve pedestrian accessibility • Risks to pedestrians crossing access roads to and from A55 • Site in exposed location. Little shelter from prevailing winds
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Site 3. Land at Penhesgyn, near Penmynydd

Advantages	Disadvantages
<ul style="list-style-type: none"> • Not many houses close to site • Less passing traffic than current site • Travellers could stay on existing site until new site is ready for occupation • Sufficient land available to create good environment for travellers, including additional pitches, space for planting fruit and vegetables and children's play area if required. • Purchase of private land to facilitate vehicular access would (i) increase opportunities to widen and carry out improvements to adjoining highway and/ or (ii) provide an alternative location to accommodate the required pitches 	<ul style="list-style-type: none"> • Result in loss of greenfield land • Creation of new vehicular access to comply with highway requirements would result in loss to existing hedgerow • Purchase of private land required to provide safe vehicular access to site • The proximity of the Council's Recycling Centre could detract from the proposed residents enjoyment of this site • Further from shops

Conclusions

As demonstrated above each site has strengths and weaknesses. Having considered these factors as well as the responses received during the public consultation it is considered that the availability of a water supply and road safety issues are the determining factors.

In terms of the availability of a water supply, Site 1 has an existing water supply. Having regard to comments received from Dwr Cymru Appendix 2, it would appear that the provision of mains water to Site 2 is likely to be costly because of the distance of some 700 m to the main supply to the north of the site. Whilst there is a nearer mains water pipe to the south of the A55, it would be problematic to provide a supply over the A55. The high cost of providing a mains water connection to this site would appear to rule it out for further consideration as a possible suitable Traveller site. There are no known issues in providing water to Site 3 from the existing supply at the Council's Recycling Centre.

In terms of road safety issues, Site 1 is not considered suitable due to the proximity to a busy and fast-moving A road as highlighted by North Wales Police (included in Appendix 2). This is a particular concern should there be children visiting the site. Local residents have also expressed concern about the risk of a road accident since there are dogs on the site and smoke from fires on the site have been observed in the past. A safe vehicular access can be provided to Sites 2 and 3, and both sites are located on minor roads.

A disadvantage associated with the possible redevelopment of the existing site is that the existing residents would probably need to be relocated for a temporary period to enable the necessary construction works to be completed. Whereas, widening the existing southerly access to the site and the carrying out of other measures could reduce the risk of accidents and improve highway safety, a major disadvantage of this site is its relatively small size. It is not considered that this site could be extended to provide additional pitches. Sites 2 and 3 at Gaerwen and Penhesgyn could accommodate additional pitches and a play area if there is evidence to support their provision.

Air Quality

Concerns have been received about the air quality in the vicinity of the Penhesgyn Recycling Centre making the site unsuitable for a permanent site for New Travellers on health grounds. . The Council commissioned consultants to undertake an air quality assessment screening for the proposed Penhesgyn Gypsy and traveller Site. The report concluded that the concentrations of airborne particulate matter and Nitrogen dioxide concentrations in the area are well below the air quality objective limit.

The Consultants also reviewed bioaerosol data collected since 2014... The report

highlighted an exceedance of bioaerosol levels in June 2015 but none in December 2015. The Consultants recommended that monitoring is continued to determine if the lack of exceedances in December 2015 is representative of new conditions resulting from changes in activities or the way material is handled at the composting plant. The Head of Service for Highways Waste and Property has advised that the significant reduction in bioaerosol levels in December 2015 can be explained by changes to working practice in dealing with green waste.

Further monitoring and investigative work will be undertaken to address health impact issues including air quality (see Recommendation 2.). This work will be undertaken as part of the preparations for applying for planning permission.

Summary of the findings of the independent Gypsy-Traveller Advocate

The independent advocate advised that the residents of the Pentraeth site felt very threatened by the recent media attention and that this attention has made them less willing to take part in consultations with the Council. The advocate succeeded in talking to three of the four households on site. The residents consider that they have many legitimate questions that need answering before they would feel comfortable with the consultation process. They expressed concerns about where they be would temporarily accommodated if their existing site is redeveloped, likely rental levels, what the site rules would be and proposed design and landscaping matters. Whilst the advocate has not been able to obtain the views of all the residents, he has advised that their stated preference would be to stay at their current site.

Whilst some useful information about the residents and their wishes was obtained during the consultation period, it is important that further dialogue and engagement takes place so that the Council can take account of the residents' views in the process of providing an authorised site and to enable the Council to explain their site and management requirements to the residents.

Summary of consultation

➤ Questionnaire responses

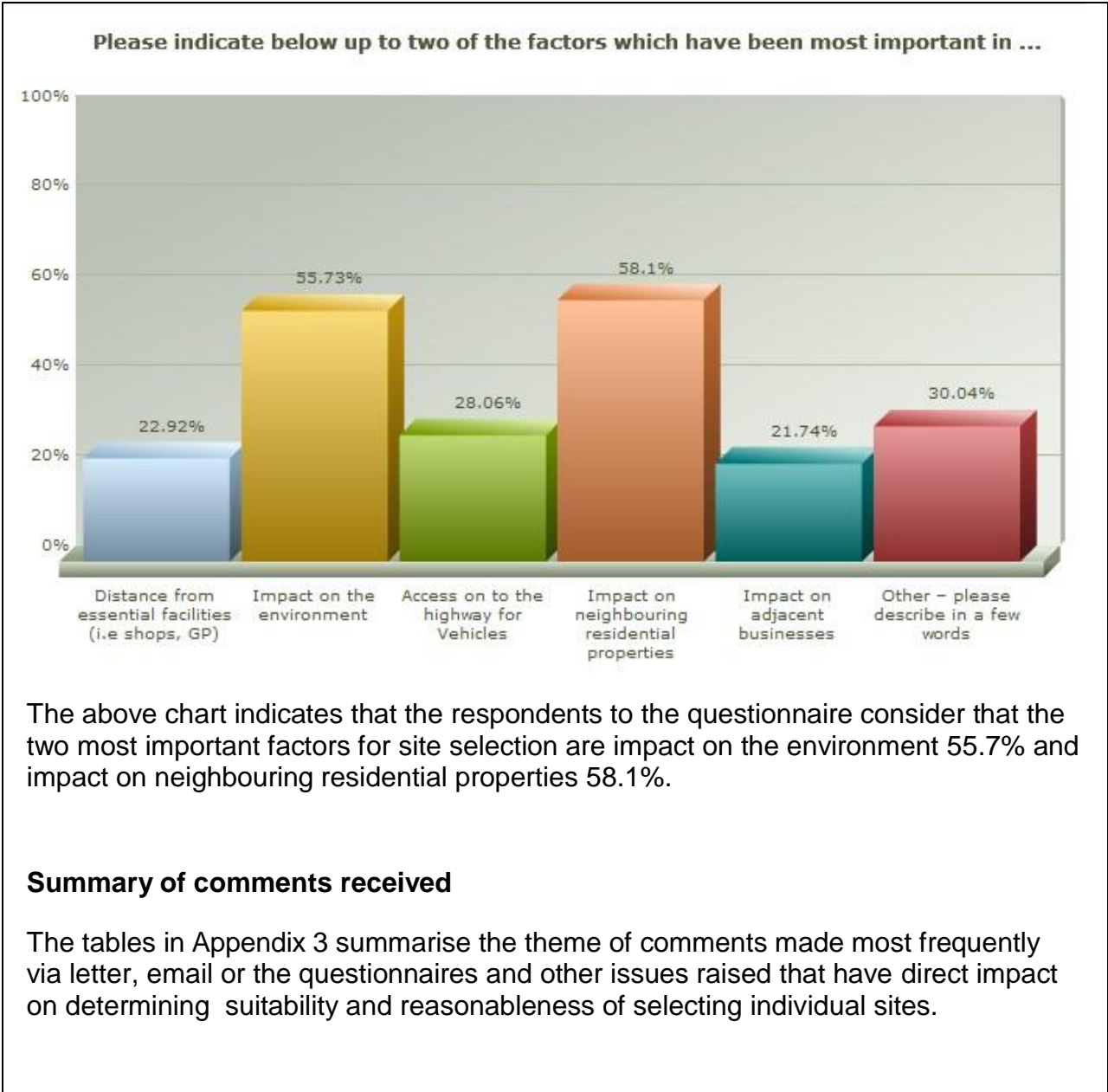
268 questionnaires were completed.

30 letters were received from the public and other interested parties

The following table sets out the responses to the first question in the consultation questionnaire which asked respondents to rank the consultation sites using 1 for preferred site and 3 for least preferred site. 30 respondents chose not to select any site.

	First choice	Second choice	Third choice
Site1. Existing encampment, lay-by A5025 between Menai Bridge and Pentraeth	77	36	125
Site 2. Parcel of land at Gaerwen Smallholding	90	64	84
Site 3 Land at Penhesgyn, near Penmynydd	71	138	29

The following graph shows the response to the final question in which respondents were asked to indicate the two factors, which were most important in their choice of site.



B – What other options did you consider and why did you reject them and/or opt for this option?

C – Why is a decision for the Executive?

The Housing (Wales) Act 2014 places a statutory duty on local authorities to provide sites for Gypsies and Travellers where a need has been identified.

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D – Is this decision consistent with policy approved by the full Council?

DD – Is this decision within the budget approved by the Council?

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology	
8	Scrutiny	<p>RESOLVED:-</p> <ul style="list-style-type: none"> • To note the report. • To note that the Partnership and Regeneration Scrutiny Committee did not make a recommendation to the Executive in respect of this matter due to various concerns expressed at the meeting. • That the decision be taken by the Executive in due course.
9	Local Members	
10	Any external bodies / other/s	

F – Risks and any mitigation (if relevant)	
1	Economic

2	Anti-poverty	
3	Crime and Disorder	
5	Environmental	
6	Equalities	The report recognises that identifying sites for Gypsies and Travellers is an issue where the Council must be aware of its duties under the Equality Act 2010 and must take positive steps to promote community cohesion and prevent discrimination, harassment, or victimisation of Gypsies and Travellers who are a protected group under the Act.
7	Outcome Agreements	

FF - Appendices:	
<p>Appendix 1 - Revised Site 3</p> <p>Appendix 2 - Letters from:</p> <p>Dwr Cymru dated <u>4 March and 8 April 16</u> North Wales Police Natural Resources Wales</p> <p>Penmynydd Community Council Cwm Cadnant Community Council Llanddona Community Council Llanfihangel Esceifiog Community Council MSParc Bangor University</p> <p>Appendix 3 - Theme of comments made by letter, email or the questionnaires and officers response</p>	

G - Background papers (please contact the author of the Report for any further information):

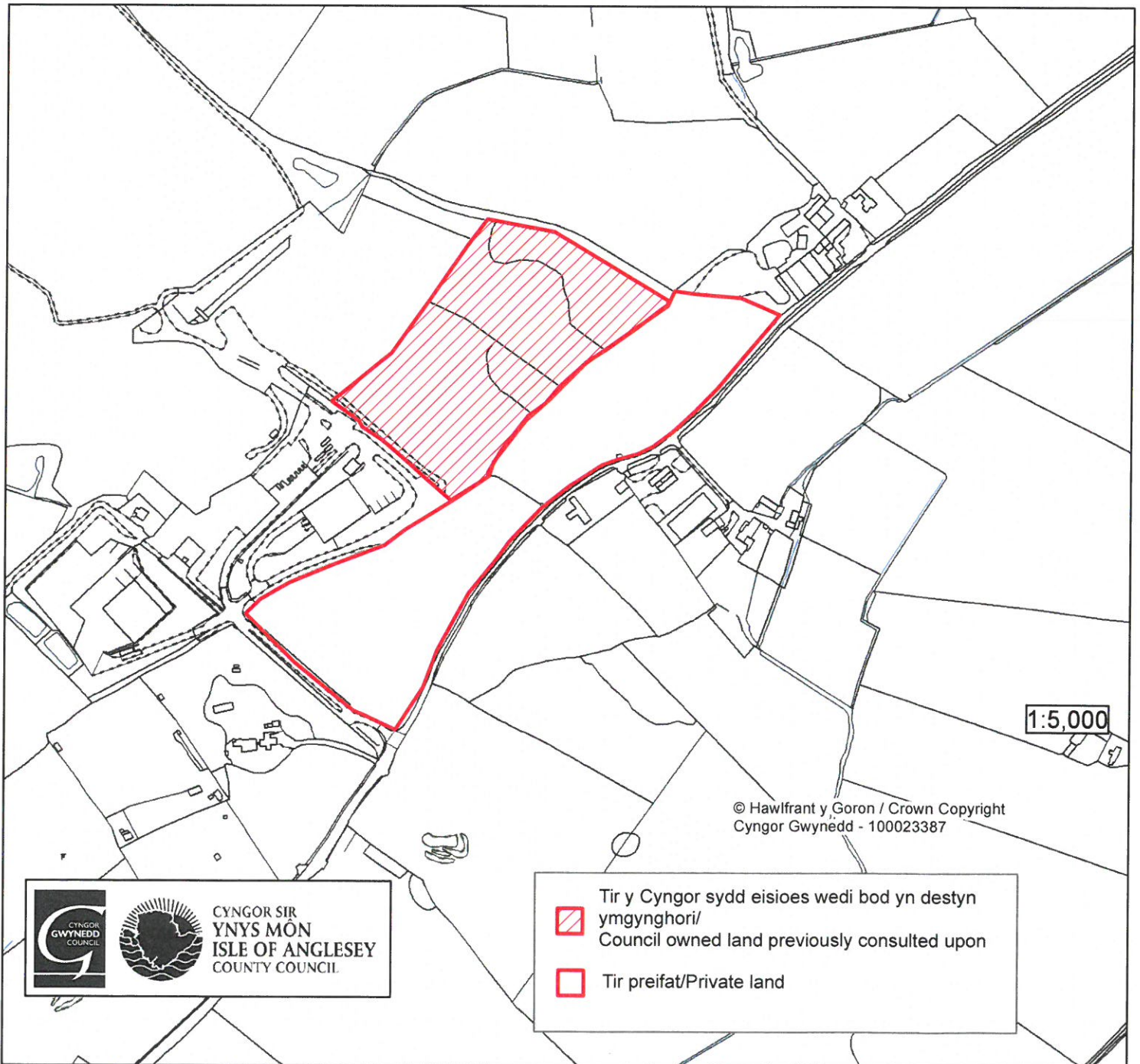
1. Consultation Document, Consultation on Gypsy and Traveller sites on Anglesey, February 2016.
2. Gwynedd and Anglesey Gypsy Traveller Accommodation Assessment, February 2016 Executive 08/02/16 and Partnership and Economic Regeneration Committee 02/02/16.
3. Presentation and minutes of the Joint Gwynedd and Anglesey Local Development Plan Panel dated 20/11/15 'Meeting the accommodation needs of Gypsies and Travellers in the Plan'.
4. Anglesey and Gwynedd Joint Local Development Plan Reports to the Joint Planning Policy Committee 29/01/2016
5. Anglesey and Gwynedd Joint Local Development Plan Topic Report 18A Identifying Gypsy and Traveller Sites –update 2016

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Cynllun Datblygu Lleol ar y Cyd Joint Local Development Plan

Safle Posib Sipsiwn a Teithwyr / Potential Gypsy a Travellers Site

SAFLE DIWYGIEDIG/ REVISED SITE **3**



Tir ger Safle Penhesgyn/Land adj.t to the Penhesgyn Site

Copy of Dwr Cymru' email response dated 8.4.2016

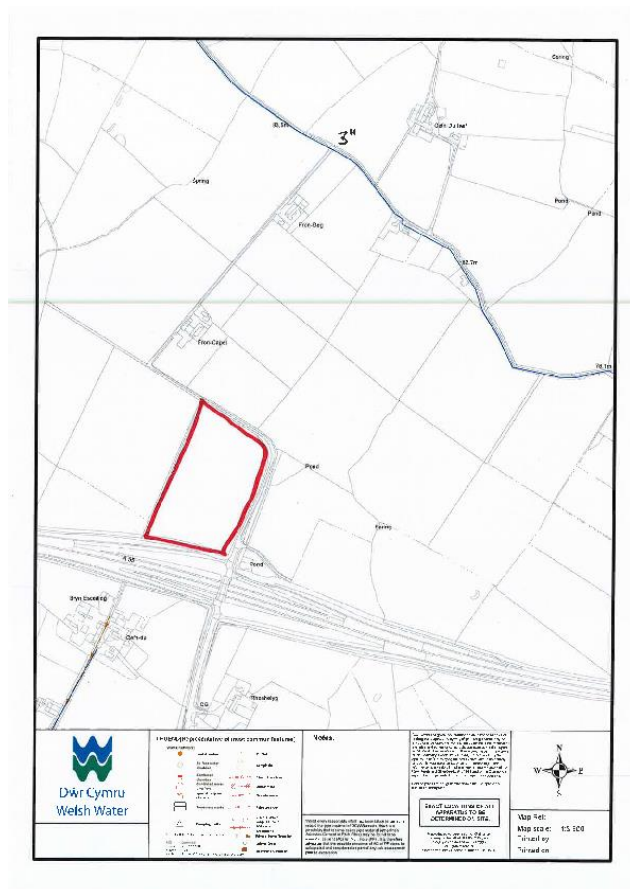
Thanks for your email.

1. I have attached a plan showing the location of the nearest water main to the north of the Gaerwen site - a 3" main to the north of Fron Deg. Whilst making a connection to this water main would be possible, the distance of new main required to reach the proposed gypsy site when laid along the road would be approx. 700 metres so it could be a substantial cost to deliver this. To the south the nearest water main is by the roundabout on the A5, approx. 500 metres away. If there is an existing duct on the bridge it may be possible to run a main this way but given the distance involved, and the potential complexity, it would probably be easier to make a connection from the 3" main to the north. I believe that the property Fron Capel gets a water supply from a well but I'm not certain of this.

The nearest public sewer is by the crossroads in Gaerwen outside Stermat.

2. With regard to non-mains sewerage, you would need to discuss this with Natural Resources Wales as they are the authority responsible.

Regards



From: Harrison, Nigel S (T/Chief Superintendent 1710)
[mailto:Nigel.Harrison@nthwales.pnn.police.uk]

Sent: 09 March 2016 13:20

To: Caroline Turner

Copi/Cc: Armstrong, Mark (T/Chief Inspector)

Subject: RE: Gypsy / Traveller sites consultation

Caroline

Below I have annotated the North Wales Police response to the consultation and I thank you for the opportunity.

- We support the need to have transit site(s) within Anglesey as clearly we have had a number of groups of travellers passing through Anglesey which have formed unofficial sites in the past. Usually from our knowledge they are waiting for onward ferry travel to Ireland.
- We recognise there is currently a group of people living in a layby adjacent to the A5025 on the outskirts of Pentraeth who clearly have a need.

As a Police Service we wish raise the following points

- We would ask that any Temporary Stopping Places (TSP) or permanent site that are adopted when entering the planning phase that our Community Safety department is given the opportunity to pass comment on the design to seek to minimise the risk of Crime and Disorder as we do now with a number of other developments
- We seek to be sighted on any management plans put in place for the chosen sites so that we can seek to engage with communities that will be residing at these sites.
- At present we have very little concerns in relation to Crime and Disorder or Public Safety at the Pentraeth tolerated site. However we make this assessment based on the current residents and clearly any development of this site may alter the population. Our concern is one of public safety in so much the proximity of the site to a busy 'A' road gives us concern should there be children resident which there are not at this time. There are clear concerns of how they would be safeguarded to prevent them egressing on to the road which is fast moving and busy. We are led to believe that the current inhabitants will need to be relocated whilst building work is completed as such does this pose the risk of children being part of new family units. This risk is possible at the other sites however would appear much more likely at the Pentraeth site. Clearly there maybe options to mitigate against this risk but we feel it is worthy of note.
- We would also be keen that the TSPs do not expand and/or become permanent sites as our comments are predicated on the current options. Clearly multiple permanent sites would require a different engagement strategy from ourselves and potentially deployment model.

At this point the police have no further comment to make on the options provided.

Nigel Harrison
Prif Uwcharolygydd Dros Dro - T / Chief Superintendent



**Cyfoeth
Naturiol
Cymru
Natural
Resources
Wales**

Ein cyf/Our ref: CAS-16270-J4S2
Eich cyf/Your ref:

Llwyn Brain,
Ffordd Penlan,
Parc Menai,
Bangor,
Gwynedd.
LL57 4DE

Ebost/Email:
angharad.crump@cyfoethnaturiolcymru.gov.uk
Ffôn/Phone: 03000 655 232

Mr Mike Evans,
Uwch Swyddog Cynllunio,
Uned Polisi Cynllunio ar y Cyd
(Gwynedd a Mon)

09/03/2016

Dear Mr Evans,

Ynys Mon and Gwynedd Joint Local Development Plan – Evaluation of potential Gypsy and Traveller Sites as proposed allocations – Second Consultation – Shortlisted Sites

Thank you for consulting Natural Resources Wales (NRW) with regards to the evaluation of the shortlisted list of potential gypsy and traveller sites as proposed allocations in the joint LDP.

We have reviewed the shortlisted sites and note that there are two additional sites that we have not previously commented on. This response therefore provides our comments on the two additional sites. Our comments on the other sites that remain on the shortlist of sites remain as those included in our letter dated 14th January 2016.

Please note that our comments are without prejudice to any comments we may wish to make when consulted on any subsequent strategy consultations. At the time of any other consultation there may be new information available which we will need to take into account in making a formal response.

Site 3 – Land near Penhesgyn Site

- Aquifers Typology

This site is located within the 'Central Anglesey Shear Zone and Berw Shear Secondary B Aquifers (Bedrock). Secondary Aquifers are rocks that can provide modest amounts of water, but the nature of the rock or the aquifer's structure limits their use. They support water supplies at a local rather than strategic scale (such as for private supplies) and remain important for rivers, wetlands and lakes. They have a wide range of water permeability and storage.

Certain types of proposed development within SPZ may have an inherent risk of pollution of potable water supplies e.g. underground storage of hazardous substances, sub-water table storage of pollutants, landfill sites and non-mains foul drainage systems.

Any proposed allocations for development within Principle and/or Secondary Aquifers may prove to be acceptable, however, the above examples of potentially polluting development should not be considered, unless it can be demonstrated that alternative acceptable sites are available. We advise that where allocations within Principle and Secondary Aquifers are included within the Plan, these constraints should be highlighted within the LDP.

We will therefore need to gain further details of the means of drainage disposal at the site in order to comment further on the acceptability of allocating this site.

Further information on the above and activities that put groundwater at risk can be found within Groundwater protection: Principles & Practice (GP3) Aug 2013.

Site 8 Tir i'r De o ALPOCO, Caergybi

Aquifers Typology -

This site is located within the 'New Harbour Group Secondary B Aquifers (Bedrock). Secondary Aquifer are rocks that can provide modest amounts of water, but the nature of the rock or the aquifer's structure limits their use. They support water supplies at a local rather than strategic scale (such as for private supplies) and remain important for rivers, wetlands and lakes. They have a wide range of water permeability and storage.

Certain types of proposed development within SPZ may have an inherent risk of pollution of potable water supplies e.g. underground storage of hazardous substances, sub-water table storage of pollutants, landfill sites and non-mains foul drainage systems.

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We will therefore need to gain further details of the means of drainage disposal at the site in order to comment further on the acceptability of allocating this site.

Further information on the above and activities that put groundwater at risk can be found within Groundwater protection: Principles & Practice (GP3) Aug 2013.

Landscape -

The site is located within the Ynys Mon Area of Outstanding Natural Beauty (AONB).

We remind the Authority of your duty under Section 85 of the Countryside and Rights of Way Act 2000 (CRoW Act) to have 'regard to the purpose of conserving and enhancing the natural beauty of the Area of Outstanding Natural Beauty'.

Protected Sites -

The site is located approximately 240m from the Beddymynarch Cymyran Site of Special Scientific Interest (SSSI).

We would expect any formal planning application for developing this site to include full site drainage details in order for us to ensure that there is no discharge directly into the protected site area.

Advisory comments relevant to all sites

We appreciate that this is an evaluation exercise and would therefore appreciate the opportunity to provide more detailed comments once site selection has taken place and once further information is available relating to site layout, overall design, means of disposing of surface and foul sewage etc.

In addition, where site lies within a publicly sewered area we recommend that you consult with Dwr Cymru in order to confirm if there is sufficient capacity within the Public Sewerage System to accommodate the increase in foul drainage, whilst remaining compliant with their environmental permit.

It is recommended that you consult with the Local Authority's Engineers Department in order to establish that should any surface water drainage from this site be discharged to a watercourse, ditch or culvert (excluding statutory main rivers) that such discharge will not cause or exacerbate any flooding in this catchment. Wherever practicable, Sustainable Urban Drainage Systems (SUDS) should be incorporated into the design.

Natural Environment and Rural Communities (NERC) Act (2006)

Please note that we have not considered possible effects on all local or regional interests, including those relating to the upkeep, management and creation of habitat for wild birds. Therefore, you should not rule out the possibility of adverse effects on such interests, which would be relevant to your Authority's general duty to have regard to conserving biodiversity, as set out in section 40 of the Natural Environment and Rural Communities (NERC) Act (2006). This advice includes any consideration of the planned provision of "linear" and "stepping stone" habitats as defined in Article 10 of the Habitats Directive.

To comply with your authority's duty under section 40 of the NERC Act, to have regard to conserving biodiversity, your decision should take account of possible adverse effects on such interests. We recommend that you seek further advice from your authority's internal ecological adviser and/or third sector nature conservation organisations such as the local wildlife trust, RSPB, etc. The Wales Biodiversity Partnership's web site has guidance for assessing proposals that have implications for section 42 habitats and species (www.biodiversitywales.org.uk).

We trust that the above is of assistance to you. We thank you for consulting with NRW. Please do not hesitate to contact us if we can be of any further assistance to you.

Yn gywir / yours faithfully

Angharad Wyn Crump MRTPI
Uwch Swyddog Cadwraeth / Senior Casework Officer
Gwasanaeth Cynhori Cynllunio Datblygu /
Development Planning Advisory Service

From: Penmynydd Community Council
Sent: 10 March 2016
To: Janette Jones
Subject: Consultation on Gypsies and Travellers' Sites

Comments of Penmynydd Community Council

First of all, the County Council's response to the need to provide sites has been much too slow and asking the public to give full and careful consideration to all the implications in such a short amount of time is completely unreasonable. We believe that the Council should contact the Welsh Government, admit it is at fault and acknowledge that mistakes have been made in the past and ask for a reasonable extension so that it can start planning with a clean slate once more, allowing sufficient time to discuss all the financial, social and practical implications.

Penmynydd Council objects to the proposed locations in the south of the Island as currently suggested by the Council.

We also question the scoring system used for the proposed sites.

The Council also emphasises that this decision is far too important, and that the long-term implications are far too complex, to proceed with the proposals as they currently stand. As a Council, we are very aware that there is fierce objection to the current proposals and that every one of the parishioners who have contacted us is expressing the same view.

For each of the proposed sites, consideration must be given to the following:

Location of the sites, Management of the Sites, Suitability of the roads and access, Play areas for children, Public lighting, Water and sewage, Waste collection and recycling, Location of schools, Access to health services, Access to emergency services and postal workers, Site security, Management of animals and pets, Toilet and shower facilities, Parking, Outreach services.

Graham Owen – Clerk
Penmynydd Community Council
Parc Uchaf, Rhosmeirch, Llangefni, LL77 7NQ
T 01248 750974
www.penmynydd.org

CYNGOR CYMUNED
CWM CADNANT
COMMUNITY COUNCIL.

Clerk: J Alun Foulkes, 9 Brynteg Estate, Llandegfan, MENAI BRIDGE, Ynys Môn, LL59 5TY
Telephone: 01248 713501 E-Mail: alun1965@btinternet.com

Our Ref: Gypsy Travellers Consultation.

DATE: 11th March 2016.

TO: **Dr Gwynne Jones, Chief Executive of Anglesey County Council.**

Cllr Ieuan Williams, Leader of Anglesey County Council.

Dear Sirs,

Re Gypsy & Travellers Sites on Anglesey Consultation Paper Report.

I have been instructed to prepare and respond to the County Council on behalf of Cwm Cadnant Community Council to the above Consultation and hereby append below our comments that has concentrated on the proposed permanent site chosen on the A5025 (Menai Bridge to Pentraeth) Road.

Flawed Consultation

- 1 Many ratepayers have not completed the online survey due to a mandatory field requiring 'organisation' (red warning notice - This question requires an answer) to be noted, this has deterred dozens from participating.
- 2 The prompting of an X Factor type voting system to select a permeant site is unfair and creates tension between neighbouring communities.
- 3 The location points have flawed the consultation as a fair one, were Gaerwen was awarded 2 points and Pentraeth road A5025 and Penhesgyn awarded 5 points. The Consultation noted a site for South of Anglesey and the three sites are equally located in the South of Anglesey and therefore should be 5 points each on location. The Gaerwen site is 2.8 miles from the Britannia Bridge and is 3 miles as the crow flies from the current unauthorised encampment.
- 4 The form did not allow an opportunity for local residents to object and express those grounds for objection as to any of the recommended sites.

- 5 The consultation by NWH as a part of the Court hearings and within the trial papers noted that the site residents wished to live between Llangefni and the bridge.

Elected Member Corporate Responsibility – Death or Serious Injury

- 1 If Executive Members accept the A5025 site then they accept corporate responsibility. Should an accident or death occur then this puts the Council in a very dangerous and precarious situation. This site was explicitly noted as being unsuitable to be a permanent site in legal documents on the grounds of Health and Safety adjacent to a VERY busy road. Should the site be accepted then we would have to consider calling for a judicial review.

Illegal Encampment

The court documents clearly note that the site could be used by those named on the court documents until the Council:

1. Carried out an individual needs assessment and
2. Had an alternative site to offer the travellers. Urgency was placed on the council in 2009 to find a suitable site. The court explicitly states that this is only valid for the travellers there at the time. The residents there now were not there during the court ruling, therefore are there unlawfully. The Council have failed to protect the site from further unauthorised arrivals.

Access Rights.

- 1 The same court ruling determined the right of landowners/tenants to have vehicular access to the nearby lands from both entrances that exist within the perimeters of the existing temporary site. Sadly, the lay-by has become completely blocked and it is known that both the landowner and the tenant have become frustrated in their attempts to communicate this with those who are currently on-site that has caused unnecessary tension between both parties.

Pentraeth Road A5025 Lay-by

Local Community Councillors have carefully listened to all the written and verbal information given to them over the last few weeks and have concluded that the proposed permanent site on the A5025 Menai Bridge to Pentraeth is far from suitable and having endured a decade of reports and complaints from within its constituency and electorates, it was astounded to learn of the original decision made by the Executive Committee of Anglesey County Council without even a Consultation. Nevertheless, it has welcomed the Consultation Paper outlining the background and its findings, however, it continues to feel that this has become a rushed job to comply with the JDLP requirements, otherwise, the Local Authority faces the possibility of fines being imposed. Suffice to say and sadly to confirm, that Anglesey County Council has had sufficient time to address this matter and, despite having valid

reasons, this Community Council has felt let down by recent events, having tolerated ongoing negative remarks that the site has been totally ruined that has given rise to both environmental concerns and the negative visual impact on the beautiful landscape. And it is this area where this Community Council has focussed and concentrated on its response to the consultation and as elected members, they strongly object to the **Pentraeth Road A5025 Lay-by** being chosen as a permanent site and will accept no responsibility if accident, disaster or death happens in the future based on the serious concerns that are noted below:

1. The presence of young **children**, it is widely known and well documented, evidence notes that the site has had up to 12 living or visiting as extended families do, evidence is visible on site today with toys, trampoline. With this site being immediately adjacent to an extremely busy highway, this poses a risk to their safety and that of highway users. The risk here is death or serious injury to children, resident or road users.
2. The site has up to 12 dogs at any one time and this poses an extreme risk to the highway users which could result in potential serious injury or death. There is also evidence of rabbits being kept onsite which could also run onto the highway. There is also a risk to the stock on neighbouring land and reports of dogs causing trauma to sheep that are carrying have been heard.
3. The lay-by proposal is situated within meters of the very busy A5025 main road, which is very dangerous and where many accidents have occurred over the years. Anglesey residents have died and/or being seriously injured along this stretch of road and at night the risk is element is potentially catastrophic.
4. Serious highway concern as to lack of visibility both within and outside the entrance to the site which could cause a serious accident resulting in injury or death.
5. With no pavements it is very dangerous to walk to and from the site as the A5025 road is extremely busy. The risk of death or serious injury is high.
6. There is a river flowing through the site and puts the residents safety and belongings at serious risk of flooding.
7. There are also reports of this area being a habitat for newts.
8. There is NO mains sewer near the lay-by and the Highways authority do not have land for a soakaway, this would then mean very costly excavation in land with deep rooted trees, costly waste treatment plant and consent to run into the watercourse from Natural Resources Wales.
9. The site does not have a telephone line or broadband connection.
10. The lay-by does not have Electricity, a quote received by a local business for electricity to an adjacent filed was in excess of £50,000.
11. The site does not have access to a gas main.

12. There is no public lighting and no public crossing areas which with such a busy road make it very dangerous and difficult to cross.
13. There is no shop, school, doctor's surgery or recreational facilities nearby.
14. By establishing this as a permanent residence located in a lay-by, this will isolate the travellers and go against the Welsh Government's objective of allowing the travellers to integrate and become part of the local community.
15. Once a highway always a highway. The land is under control of the Highways Authority not ownership of the Council.
16. The trees on the site are an important habitat for red squirrels and who have settled in the area. There are also reports of bats which need to be investigated.
17. An ancient blacksmith forge building is on the site and with legitimate right to access it from a landowner.
18. The trees were planted on the site in 1963 by Cledwyn Hughes MP and are important to protect. There is some concern that planting trees to replace those that have been damaged is not the answer as it will, on average, take around 30 years for any tree to provide any site screening mechanism and any other suggested screening options along this busy route should not be considered for costing reasons, given the current economic hardship and ongoing cuts we are facing.
19. Indeed, there is some disharmony that the local taxpayers are having to pay to partly fund any chosen/designated permanent site given the fact that those who will reside at the site will be given discretionary from paying local rates/taxes and that they will not be contributing to any local community.
20. This part of the A5025 is considered one of the main routes and gateway on to the Island and one does not envisage such a site being one of the first impressions to give to tourists visiting our shores.
21. One has also to consider that the area is on the boundary of an designated Area of Outstanding Natural Beauty and again, what message and legacy is the Council sending out if we are a generation that is seen to try to protect our history and heritage?
22. The site is not deemed large enough to cater for all the proposed facilities the Council intends to provide and there are serious concerns as to whether they would comply with some Planning Policies and Guidelines.
23. There is a call for a Full Environmental, Highways, Health & Safety Risk Assessment and also the need to have a Welsh Government Assessment.

I trust that our response will be treated very seriously and look forward to its outcome in due course.

Yours faithfully,

J Alun Foulkes

J Alun Foulkes
Clerk of Cwm Cadnant Community Council.

cc. Cllr Carwyn Jones }
Cllr Lewis Davies } Local Elected County Councillors – Seiriol Ward
Cllr Alwyn Rowlands }
Rhun ap Iorwerth AM }

Dear all,

Llanddona Community Council is very disappointed to learn that a discussion had been arranged at short notice to discuss the position of the road A5025 passengers gear outside Menai Bridge, with the possibility to make the site parhal with no discussions with constituents and Councillors of neighboring ward.

This site is totally inappropriate in terms of security and proximity to essential services and near a very busy road. Many complaints around the condition of the site and vehicles dangerously around.

The message here is to record our strong opposition to this proposal and also show our disappointment that the public has no opportunity to express their views.

Correctly
Geraint Parry
Clerk - Llanddona Community Council

LLANFIHANGELESCEIFIOG COMMUNITY COUNCIL

Clerk: **J Alun Foulkes**, 9 Brynteg Estate, Llandegfan, MENAI BRIDGE, Anglesey, LL59 5TY.

Our Ref: **jaf/11mawrth16/teithwyr**

DATE **11 MARCH 2016**

To: **Dr Gwynne Jones – Chief Executive of the County Council**
Cllr Ieuan Williams – Leader of the County Council

Dear Sirs,

Re: Consultation on a Travellers' Site on the Island

Below are the comments of the above Community Council against the above proposal on the site in Gaerwen:

1. Problems with the sewerage system / ground water – the village of Gaerwen has a recent history of flooding problems and we are of the view that locating an additional site of this type would exacerbate the problem.
2. The location of the site is too high, unsuitable and is too exposed and will be visible from all directions along the A55 and some members feel that there are other sites that the Council could consider which have already been dismissed from the Consultation.
3. It will add to traffic problems if the entrance is close to the A55 junction. There are already concerns following the decision to establish a Science Park opposite the site that has been designated in this consultation. And a decision to locate such a site would conflict with the message that has been disputed. It appears that the County Council has not shown responsibility or common sense in selecting sites in the Consultation and has hastened to make a completely unacceptable decision in order to satisfy the policy requirements of the new Joint Local Development Plan (Gwynedd and Anglesey).
4. Members feel that what is being proposed is another example of overdevelopment on good quality agricultural green land outside the village.
5. The members feel strongly that the Council will not be able to manage the site and that this will lead to problems with noise, litter etc. therefore there is concern that

the County Council has compromised and not considered the environment as well as the health and safety of the residents of Gaerwen and Pentre Berw more carefully.

6. No existing amenities to the site (i.e. water/electricity/gas/street lighting and there is no a safe road to walk to the village because there is no pavement along the entire length of the road.) Members are concerned that this could lead to unnecessary accidents and could be another example of spending irresponsibly at a time when many rural areas across the island are suffering due to cuts.
7. Again there is a possibility that the site is of archaeological interest.
8. The members felt that the questionnaire to be completed was not a fair questionnaire as it put pressurized residents into selecting at least ONE site from the list without giving any consideration to another site which would be more suitable than ONE of the three sites that have been earmarked as the County Council's selected sites.

Yours sincerely

J Alun Foulkes

Alun Foulkes – Clerk of Llanfihangelesceifiog Community Council

Copy: County Council – Mr H Eifion Jones & Mr Victor Hughes.

Translation

Response to Consultation from Science Park

CONSULTATION ON GYPSY AND TRAVELLER SITES ON ANGLESEY

I write to you on behalf of Menai Cyf. Science Park company which operates under the name M-SParc. As you are aware, the company is in the process of purchasing land in Gaerwen to establish the Science Park. The land is located off junction 7 of the A55 and on the land of Cefn Du farm which used to be one of the Council's smallholdings. We object to one of the sites being proposed for gypsies and travellers – namely the **"Plot of land on a smallholding in Gaerwen."**

The Council's Economic Development and Property Department will be aware that we gave consideration to three sites on the island before deciding on the M-SParc site, including the sites of Tŷ Mawr in Llanfairpwll and Lledwigan in Llangefni. One of the reasons we decided on the Cefn Du site was the fact that we were confident, at the time, that we would be able to develop our project in a setting where the essential 'ethos' of a science park could be established; namely to secure an open site in a parkland setting which would attract significant investors. We had sought assurance that there would be no other development in the vicinity which would impact on, or be detrimental to our proposal and we were given that assurance.

Our greatest fear is that it will now be harder to attract these significant investors if there is a gypsies and travellers' site nearby. In addition – when we were considering a site in Gaerwen originally, we had asked the County Council to give consideration to the land which is now being considered as a permanent site for gypsies and travellers. The council's planning officers made it very clear to us that we would not be able to obtain planning permission on the site, as it is too far from the village settlement. Indeed, it was the Council that directed us to our current site, saying that it was more suitable for development. It was to our great surprise, therefore, when we were given to understand that the council (clause 4.1 in the document) anticipated that the site could now be acceptable from a planning perspective.

In the description of the site, **"a plot of land on a smallholding in Gaerwen"**, there are a number of 'relevant factors for scoring', including access, amenities, the environment and so forth.

We object to your proposal for the following reasons:

1. In our view, the site is inaccessible and dangerous for pedestrians as they must cross the A55 using a bridge overhead and there is no pavement for a substantial section

of the road to reach facilities in the village of Gaerwen. Public transport cannot be accessed without walking the same journey.

2. Site: There is no reference to the fact that the Science Park is close to the site. In another part of the document a site has been rejected with the following comments, 'it is not considered that industrial estates are suitable for a permanent residential site'. (6.2.2.2). Isn't this just as true for a site near the Science Park?
3. Amenities: See the observations on the dangers associated with going from the site to the village under 1 above.
4. The Environment: As the site is so close to the A55, costly screening work would be required to mitigate the noise problem.
5. There will be a significant visual impact from the A55.
6. It would be disappointing to see such a site near a designated enterprise zone site.
7. We are aware that there are important archaeological remains on the site, and are concerned about the effect of this.

Although we understand the pressure on the Council to secure a permanent site for gypsies and travellers, we must question whether a site that is a stone's throw away from the most substantial investment on the island at present is the place to do this?

M-SParc strongly objects to the proposal to establish a permanent site in Gaerwen. In our opinion, it would have a detrimental effect on our proposal to establish a successful Science Park, and will make it almost impossible to develop the ethos. Establishing a permanent residential site in such close proximity would reduce the value of the Park substantially, and there is a genuine risk that we would have to reconsider our plans for the site.

We look forward to hearing from you in response to our observations.

Yours sincerely,

Professor John G Hughes PhD FBCA FLSW

Chair of Menai Cyf. Science Park

Ieuan Wyn Jones LL.B.

Operational Director of Menai Cyf. Science Park

Estates and Facilities Department

Our Ref: DR/M-Sparc

8th March 2016

Housing Development and Strategy Manager
Isle of Anglesey County Council
Council Offices
Llangefni
Anglesey
LL77 7TW

Dear Sir/Madam,

Consultation on Gypsies and Travellers' Sites on Anglesey

On behalf of Bangor University, I write to you to respond to the Consultation on Gypsies and Travellers' Sites on Anglesey.

The University objects very strongly to one of the sites that has been mentioned as an option, namely the "Plot of land on a smallholding in Gaerwen".

MSparc have already corresponded with you on this matter, describing their grave concerns about the site in detail. On behalf of the University, I wish to stress our concerns, as described by MSparc. Such a use of this site would have a catastrophic effect on the MSparc project and on the aim to establish a successful science park.

I greatly hope that you will take full consideration of these concerns and reconsider this site as an option.

Yours sincerely,

Dylan Roberts

Director of Estates and Facilities

BANGOR UNIVERSITY
FFRIDDOEDD BUILDING
VICTORIA DRIVE
BANGOR, GWYNEDD
LL57 2EN, UK

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Appendix 3

Site 1. Existing encampment, lay-by A5025 between Menai Bridge and Pentraeth		
Main Issues identified by respondents	Summary of comments from respondents	Officer Response to the comment
Highway matters	<p>The layby on the A5025 is not considered suitable for the following reasons:-</p> <p>Proximity to busy main road with no public footpath/pavement</p> <p>Young children and loose dogs on site and highway</p> <p>Poor visibility</p> <p>Increased risk of accidents associated with use.</p> <p>Danger to safety of road users and the Travellers themselves</p> <p>Smoke from site blows over road impairing vision of drivers</p>	<p>Highway Officers advise that the northern access does not conform with technical standards and recommend improvements to southern entrance.</p> <p>Further discussions required with Highways regarding possible access and highway improvements.</p> <p>The Council will require the site and all pitches on any authorised site to be provided with appropriately designed boundary treatments. This measure would reduce risk of animals and children straying onto the highway</p>
	Consider that highway safety could be improved	Noted (see above)
	Insufficient space to create good environment for travellers	It is considered that the site could be redesigned to provide a good environment for the residents.
Harm to Visual and environmental impacts	Unightly mess and old vehicles and caravans.	It is considered that the site could be redesigned to provide a good environment for the residents.
	Additional tree felling would make site more prominent	Additional planting and landscaping, would reduce the prominence of the site

	<p>Consider that site should not be on a main road or screened from view. Council should take action to improve appearance of site.</p> <p>Consider that this site should be kept tidy</p> <p>Damaging to tourism</p>	<p>especially in winter</p> <p>Rules will be put in place to limit the number of vehicles stored on site and to improve the appearance of the site</p>
<p>Too far from shops and essential facilities</p>	<p>The sites should be close to a community or village, not on green field out of town sites as government guidance states. - Mona Industrial Estate; Four Crosses Depot; Gaerwen Depot.</p> <p>The location of the site will alienate travellers and wont allow them to integrate with the community</p> <p>Greater opportunity for integration if site is provided closer to a town</p>	<p>The Council have found it difficult to identify possible sites that completely meet Welsh Government Guidance and meet the aspirations of the existing residents.</p>
<p>Cost</p>	<p>As the existing site holds a relatively small number of Travellers, I feel that housing should be made available to them. This would mean that no new site would have to be funded.</p> <p>Waste of public money because of limited space for expansion</p> <p>This site could be the most cost effective to redevelop as Travellers already there</p> <p>Site costly to develop- stopping up highway and</p>	<p>There is a duty on Councils to provide sufficient accommodation for Gypsies and Travellers where there is evidence of need. Some Gypsy Travellers have an aversion to living in bricks and mortar accommodation.</p> <p>100% Funding is available from Welsh Government to provide permanent sites for Gypsy Travellers.</p> <p>Residents would be expected to pay rent and services, as do all tenants of social housing.</p>

	provision of utility services	No current need for expansion. The GTANA has calculated the current need and the need over the next 5 years. The need for Gypsy Traveller accommodation will be kept under review.
Unsuitable for children and animals	Unsuitable for children and animals because of busy road	There are currently no children living permanently on the authorized site. The provision of a well-designed and managed site would improve living conditions for residents
Use of site	Travellers will not use any managed site provided	The Council intends to engage further with the residents to establish whether they would be prepared to live on a managed site and to explain the possible consequences should they refuse to live on an authorised site.
Site Management	Residents of authorised sites may not abide by Council rules	Residents would be required to comply with their tenancy agreements. Failure to do so may lead to eviction.
Support for existing site	<p>Do not see any reason why they cannot stay on the current site. Well established. Easily accessed well known amongst travelling community less impact in terms of visual amenity</p> <p>Site should be made more useable and tidy.</p> <p>Site should be improved in accordance with WG Guidelines</p> <p>Site has not</p>	Noted

	been troublesome	
Flooding	Concern of flooding	Considered that risk of flooding can be addressed by improving surface water drainage
Nature Conservation	Alleged habitat for red squirrels & bats	Comments received from Council's Ecology and Biodiversity Officer. Proposed removal of trees and vegetation and provision of lighting could trigger need for survey work and need for appropriate mitigation in design
Obstruction of right of way	Obstruction of right of way	The design of an authorised site would take any private rights of way into account. The site would be designed and managed to allow emergency vehicles to gain unobstructed access to each pitch and to avoid obstruction to existing private rights of way.
Pollution of water course	Concern over pollution of water course	Consider that this issue can be addressed by design and appropriate site management.
Trespass onto neighbouring land	Incidents of possible trespass were cited.	Noted
Welsh Language	Harm to Welsh language	The current need is to accommodate 4 households. Given the small scale of the need, it is not considered that the proposed use would significantly harm the Welsh language.
Other sites suggested	Closed schools old school Llanedwen Brownfield Land Parc Cybi near Truck Stop Mona	Some of these sites have already been assessed.

	Penhesgyn Pentre Berw Llangefni or other Industrial Estate by Police Station Shell Site, Amlwch Industrial Estate Four Crosses Menai Bridge Llanfairpwll	
Concern over existing appearance of site and poor sanitation.	Concern over existing appearance of site and poor sanitation.	A suitably designed and managed site would significantly improve the appearance and sanitation of the current site.
Support for appropriate site provision	Support for appropriate site provision for Gypsy Travellers	Noted
General comments	Tenants should be bound by same rules as tenants of commercial caravan sites	Noted
Size of site	No room for expansion.	Noted
Site 2. Parcel of land at Gaerwen Smallholding		
Main Issues identified by respondents	Summary of comments from respondents (residents)	Officer Response to the comment
Sewerage /surface water	Gaerwen has history of issues with surface water	Further consultations would need to be undertaken
Highway concerns	Impact of this development in addition to the proposed Science Park. Single-track highway not wide enough for two vehicles to pass or for towing caravans. Highway improvements would harm character and	Highways officers advise that access and highway improvements required. Further discussions required with Highways regarding access and highway improvements.

	appearance of the area	
Eyesore - detrimental to area	Elevated position too open and prominent. Near tourist viewing point	Not accepted that development of this site for Gypsies and travellers would be detrimental to the visual amenities of the area
Distance to shops and facilities	Too far from shops and essential facilities	Shops and facilities available in Gaerwen
Suitable for children	Safe for children	Noted
Other / Miscellaneous	<p>Other sites available –not part of consultation</p> <p>Proposal at odds with intention to attract businesses to Science Park</p> <p>Not desirable to have GT Site so close to Science Park</p> <p>Site may be required for expansion of Science Parc</p> <p>Put additional strain on local services</p>	Noted
Support for existing site	Travellers are happy on existing site. Why move them from existing site?	Noted
Health & Safety	Too near to A55. Danger to children when crossing road to shop	See highway comments
Support for Gaerwen site	Gaerwen is by far the most suitable from a safety viewpoint. This site has room to create good environment for travellers and allow for expansion unlike Pentraeth Site	Noted
Environmental	Any development would harm character of area wildlife habitat. –open farmland. Would not provide continuity or enclosure. Concern that if site grows, its	Council's Ecology and Biodiversity Officer advises that site does not appear to be of high ecological value .There may be a need for appropriate mitigation in

	environmental impacts will increase Loss of farmland.	design if ditches or watercourses affected. Not accepted that development of this site for Gypsies and travellers would be detrimental to the visual amenities of the area
Site 3 Land at Penhesgyn, near Penmynydd		
Main Issues identified by respondents	Summary of comments from respondents (residents)	Officer Response to the comment
Environment And Wildlife	Concerned that change of use would harm wildlife and habitat aspects	Council's Ecology and Biodiversity Officer advises that bat survey might be required. There may be a need for appropriate mitigation in design
Access	No suitable access Existing highway single carriageway width in places	Highways officers advise that access and highway improvements required. Further discussions required with Highways regarding access and possible highway improvements.
Visual Impact	Eyesore - detrimental to area	Not accepted that development of this site for Gypsies and travellers would be detrimental to the visual amenities of the area
Distance from shops and essential facilities	Too far from local amenities and public transport. Safer for residents	Noted
Cost	Private land would need to be purchased to provide suitable new access at Council	Noted

	<p>expense.</p> <p>Costly to provide new access and utilities</p> <p>Cost of widening existing highway to provide 2 way traffic</p>	
Other / Miscellaneous	<p>Discriminatory choice of site. stigmatization of marginalized group</p> <p>Inappropriate location for residential properties</p>	Noted
Support for Penhesgyn	<p>Room for expansion , if more demand in future unlike Pentraeth</p> <p>Least harm to tourism and environment</p>	Noted
Health & Safety	<p>Penhesgyn site would be too close to the waste management site and may be unhealthy air-borne pollutants, landfill gas, composting. HIA required Noise</p>	<p>The Council commissioned consultants to undertake an air quality assessment of this site. The report concluded that air quality of particles and Nitrogen dioxide concentrations do not exceed AQO Air Quality Objective. However, bio aerosol reports have exceeded Environment Agency Acceptable Levels in previous years but were within acceptable levels in December 2015. The report therefore recommends on going monitoring and further guidance regarding the implications of this report Changed working practices appear to have significantly reduced the risk of bioaerosol levels exceeding safe limits. Further investigations required to assess health impacts of activities at the Recycling Centre on residents living</p>

		within Revised Site 3.
Safe site for the Travellers	Considered safe site for residential use.	Noted
Infrastructure, topography of land & utilities	Drainage very poor	Noted. Not all of land would be required for a site.
Compliance with WG Design Guidance	Proposed sites do not comply with locational WG Design Guidance	Officer opinion is that the principles of the guidance has been followed.
Concern over trespass and loose dogs straying	Concern that a site could lead to stray dogs on farmland and harm to sheep	Noted
Impact on nearby properties and farmland	Impact on property values	Noted but not a planning consideration.
Concern harmful to tourism industry	Potential impact on tourist businesses.	Site could be located and designed to minimise harm.

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From: Griffiths Dewi [<mailto:Dewi.Griffiths@dwrwymru.com>]
Sent: 04 March 2016 12:12
To: Evans John Michael (Rh-CTGC)
Subject: Consultation on Gypsy and Traveller Sites on Anglesey

Dear Mr Evans

Thank you for consulting with Dwr Cymru on the Gypsy and Traveller sites on Anglesey. I have submitted our comments online through the questionnaire, however I have provided further information below and attached some general information regarding requisitions etc at the end of the email.

The main issues arising from Welsh Water's perspective is

- a) the difficulty/cost of providing utility services to the Gaerwen small holding site given that the proposed site is located on the opposite side of the A55 to the existing services.
- b) the potential for development within the Bodffordd catchment to overload the capacity of the local treatment works. If there is further information available regarding the proposed drainage arrangements for the sites in Mona (quantity of flows, occupation length estimates, possible use of chemical toilets etc) then we would be happy to make further assessments on this basis.
- c) The distances of new sewer/water mains required to connect some sites to the network may prove prohibitively expensive for a development of this nature.

Permanent residential site options:

Layby on A5025 between Menai Bridge and Pentraeth (existing site)

- 6" water main crosses the site. No issues with water supply.
- No public sewers nearby. Non mains sewerage would be required.

Parcel of land at Gaerwen smallholding

- Water main approx. 500m away in Gaerwen on the other side of A55. Welsh Water would not support the laying of new water mains across the A55.
- Sewerage approx. 750m away, in Gaerwen on the other side of the A55. There are also flooding incidents within the sewer network in Gaerwen that would need to be resolved.
- No issues in accepting the flows at Gaerwen Wastewater Treatment Works (WwTW).

Land at Penhesgyn nr Penmynydd

- Water main approx. 300 metres to the SW of the site. No issues with water supply.
- No public sewers nearby. Non mains sewerage would be required.

Temporary stopping place, centre of Anglesey:

Vacant land at Mona Industrial Estate – Site A (at the end of the estate by the airfield)

- 160mm water main approx. 120m to the east, located in industrial estate road. No issues with water supply.
- 150mm sewer located approx. 60m east of the site in the industrial estate. No issues with sewerage network.
- The proposed growth being promoted within the Bodffordd Wastewater Treatment Works (WwTW) catchment area through the JLDP would require improvements to be undertaken at the WwTW that would need to be funded through our Asset Management Plan or potentially earlier through developer contributions. Further information would need to be

provided to accompany any planning application to enable an assessment to be undertaken whether the WwTW could accept the foul flows generated.

Vacant land at Mona Industrial Estate – Site B (land to the right of the entrance)

- 200mm water main located in the road adjacent to the site. No issues with water supply.
- 150mm sewer located approx. 110m north of the site. No issues with sewerage network.
- The proposed growth being promoted within the Bodffordd Wastewater Treatment Works (WwTW) catchment area through the JLDP would require improvements to be undertaken at the WwTW that would need to be funded through our Asset Management Plan or potentially earlier through developer contributions. Further information would need to be provided to accompany any planning application to enable an assessment to be undertaken whether the WwTW could accept the foul flows generated.

Temporary stopping place, Holyhead area:

Vacant Plots at Penrhos Industrial Estate, Holyhead

- 90mm and 200mm water located in the road adjacent to site. No issues with water supply.
- 150mm foul sewer and 1800mm surface water sewer crossing site. No issues with sewerage network.
- The site is adjacent to Holyhead WwTW and odour from WwTWs can have a detrimental impact on the quality of the environment for those living nearby. The strength of odours at any particular time will depend on a number of factors, including the distance from the source, wind strength and direction, and ambient temperature. As such we would advise that this is taken into account when planning for the site.
- No issues in accepting the flows at Holyhead WwTW.

Land immediately to the east of B&M (formerly Homebase), Holyhead

- 16" water main located in the road adjacent to the site. No issues with water supply.
- 300mm gravity sewer located outside the site, 350mm rising main crossing site. No issues with sewerage network.
- No issues in accepting the flows at Holyhead WwTW.

Land to the south of Alpoco, Holyhead

- 200mm water main located in the road adjacent to the site. No issues with water supply.
- No public sewers nearby. Non mains sewerage would be required.

The following points are applicable to all sites:

- Where there are no public sewerage facilities available in close proximity to sites the use of non-mains sewerage may be required. In such cases the provisions of Circular 10/99 "Planning Requirement in respect of the Use of Non-Mains Sewerage in New Development" apply and consultation with Natural Resources Wales would be required.
- Water mains and/or sewerage required for any potential development can be acquired through the requisition provisions of the Water Industry Act 1991 (as amended). The benefit to a developer of being able to use the requisition process is that the cost of a scheme is offset by the income generated to Welsh Water through customer bills from the development over a period of 12 years. Should the income that Welsh Water receives be greater than the cost of the scheme, then there is a nil contribution from the

developer. Conversely, should the income received fall short of the scheme cost, a developer would be required to make up the shortfall.

The information contained within the consultation document suggests that the number of caravans/pitches to be accommodated is fairly low, as such the income received by Welsh Water from these sites is unlikely to substantially offset the cost of laying the distance of watermains/sewers that may be needed to connect some of the proposed sites to the network. As such the cost of laying services to serve those sites furthest away from the network may prove to be prohibitively expensive.

(Please note that improvements to the sewerage network, laying of new sewers, water mains etc can benefit from requisition, but improvements to WwTWs cannot).

- Welsh Water has rights of access to its assets at all times. Where we have sewers/water mains crossing sites then protection measures in respect of these assets will be required, usually in the form of an easement width or in some instances a diversion of the asset.

I hope that this information is useful to you, if you need anything further please contact me.

Regards

Dewi Griffiths



Dewi Griffiths

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