

# Public Document Pack



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

Dr Gwynne Jones.  
Prif Weithredwr – Chief Executive

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<b>RHYBUDD O GYFARFOD</b>	<b>NOTICE OF MEETING</b>
<b>PWYLLGOR GWAITH</b>	<b>THE EXECUTIVE</b>
<b>DYDD LLUN 28 TACHWEDD 2016 10.00 o'r gloch</b>	<b>MONDAY 28 NOVEMBER 2016 10.00 am</b>
<b>SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI</b>	<b>COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI</b>
Swyddog Pwyllgor	<b>Mairwen Hughes</b> 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

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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 - 12)**

To submit for confirmation, the draft minutes of the meetings of the Executive held on the following dates:-

- 17th October, 2016
- 7th November, 2016 (Budget)

### **4 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 13 - 26)**

To submit a report by the Head of Democratic Services.

### **5 2017/18 COUNCIL TAX BASE (Pages 27 - 32)**

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

### **6 2017/18 COUNCIL TAX REDUCTION SCHEME (Pages 33 - 54)**

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

### **7 CORPORATE SCORECARD - QUARTER 2, 2016/17 (Pages 55 - 70)**

To submit a report by the Head of Corporate Transformation.

### **8 REVENUE BUDGET MONITORING REPORT - QUARTER 2, 2016/17 (Pages 71 - 92)**

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

### **9 CAPITAL BUDGET MONITORING REPORT - QUARTER 2, 2016/17 (Pages 93 - 104)**

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

### **10 ADOPTION OF POWERS BY THE COUNCIL AND DELEGATION TO OFFICER (Pages 105 - 112)**

To submit a joint report by the Head of Function (Council Business)/ Monitoring Officer and the Head of Regulation and Economic Development.

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**11 REGIONAL ITEM NORTH WALES ECONOMIC AMBITION BOARD - GROWTH TRACK 360 (Pages 113 - 128)**

To submit a report by the Head of Regulation and Economic Development.

**12 TRANSFORMATION OF THE LIBRARY SERVICE (Pages 129 - 134)**

To submit a report by the Head of Learning.

**13 TRANSFORMATION OF THE CULTURE SERVICE (Pages 135 - 138)**

To submit a report by the Head of Learning.

**14 HOUSING ANTI-SOCIAL BEHAVIOUR POLICY (Pages 139 - 182)**

To submit a report by the Head of Housing Services.

**15 EXCLUSION OF THE PRESS AND PUBLIC (Pages 183 - 184)**

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt information as defined in Schedule 12A of the said Act and in the attached Public Interest Test”.

**16 MODEL FOR DELIVERING WELFARE BENEFIT ADVICE SERVICES FOR THE FUTURE OF ANGLESEY (Pages 185 - 196)**

To submit a report by the Head of Housing Services.

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**THE EXECUTIVE**

**Minutes of the meeting held on 17 October 2016**

- PRESENT:** Councillor Ieuan Williams (Chair)  
Councillor J Arwel Roberts (Vice-Chair)
- Councillors R Dew, K P Hughes, A M Jones and Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive,  
Assistant Chief Executive (Governance & Business Process Transformation),  
Head of Function (Resources)/Section 151 Officer,  
Head of Democratic Services (for item 5),  
Head of Housing Services (for items 8, 9 & 10),  
Head of Children's Services (for item 11),  
Business Manager (Housing) (NM) (for item 9),  
Housing Options Manager (AP) (for item 8),  
Committee Officer (MEH).
- ALSO PRESENT:** Councillors John Griffith, T.V. Hughes, Llinos M. Huws, G.O. Jones, R. Meirion Jones, Alun Mummery, Dylan Rees.
- APOLOGIES:** Councillor H E Jones

**1 DECLARATION OF INTEREST**

No declaration of interest received.

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

None reported.

**3 MINUTES**

The minutes of the previous meeting of the Executive held on 19<sup>th</sup> September, 2016 were presented for the Executive's approval.

**It was RESOLVED that the minutes of the previous meeting of the Executive held on 19<sup>th</sup> September, 2016 be confirmed as correct.**

**4 MINUTES FOR INFORMATION**

The minutes of the Corporate Parenting Panel held on 5<sup>th</sup> September, 2016 were presented for the Executive's approval.

**It was RESOLVED that the minutes of the Corporate Parenting Panel held on 5<sup>th</sup> September, 2016 be confirmed as correct.**

## **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 November 2016 to June 2017 was presented for the Executive's approval.

The Head of Democratic Services highlighted the changes to the Forward Work Programme as follows :-

### **Items new to the Forward Work Programme**

- Item 9 – Adoption of powers by Council and delegation to Officers scheduled to be considered by the Executive at its 28<sup>th</sup> November, 2016 meeting;
- Item 10 – Smallholdings Programme of Improvements – update scheduled to be considered by the Executive at its 28<sup>th</sup> November, 2016 meeting;
- Item 14 – Gypsy and Traveller sites to be considered by the Executive at its 19<sup>th</sup> December, 2016 meetings;
- Item 30 – Transformation of the Library Service to be considered by the Executive at its 13<sup>th</sup> February, 2017 meeting.

**It was RESOLVED to confirm the Executive's updated Work Programme for the period from November 2016 to June 2017.**

## **6 CAPITAL BUDGET STRATEGIC PLAN**

The report of the Head of Function (Resources)/Section 151 Officer was presented for the Executive's consideration with regard to the above.

The Chair summarized the main potential future capital expenditure and the impact on the capital financial element of the revenue account. He noted that the 21<sup>st</sup> Century Schools project is a challenging long term programme which will require £120m capital funding. He referred to small projects within the report which is considered to be fundamental and does not put overbearing pressure on the budget. It is suggested that an asset renewal programme be put in place for these small projects.

The Head of Function (Resources)/Section 151 Officer stated that he agreed that the 21<sup>st</sup> Century Schools project is immense and it will have an impact on the education and schools budget; it will also increase revenue costs of up to £5m. If the project is funded from Council's central budget it would have an effect on other services within the Council.

**It was RESOLVED :-**

- **That a further report be submitted to the January 2017 Executive with regard to potential effect on the Council's budget in respect of the scale of the 21<sup>st</sup> Century Schools projects;**

- That the 2017/2018 capital programme funding is limited to the value of the general capital grant, the level of supported borrowing, the value of the funding for previously agreed projects, which is no longer required, and the value of any unallocated capital receipts which are generated;
- That the principle is set whereby the items noted in paragraph 6.1 of the report are included in the capital programme each year. The sum allocated to each heading will be agreed as part of the process for setting the capital budget each year, depending on the level of funding available;
- That projects which are to be funded from unsupported borrowing will only be undertaken if the reduction in revenue costs or increased income generated is sufficient to meet the additional capital financing costs incurred;
- That a level of road surfacing work is funded from the capital programme each year. The sum allocated will be dependent on the funding required to achieve any minimum contract value guarantees, the level of funding available and an assessment of the state of repair of the Authority's roads;
- That grant funded projects are added to the 2017/2018 capital programme once the funding is known;
- That projects that require a level of match funding to enable grant funding to be drawn down are assessed on a case by case basis by the Executive. The decision whether to commit funding will be dependent on the project, how it fits into the Council's corporate priorities and the ratio of Council funding to grant funding;
- That bids for new projects will be assessed in accordance with the scoring matrix that applied in 2016/2017 i.e. priority will be given to projects which assist the Council in achieving its corporate objectives, mitigates corporate risk, achieves future revenue savings and can demonstrate that adequate project management processes have been put in place.

## **7 COUNCIL TAX PREMIUMS**

The progress report of the Head of Function (Resources)/Section 151 Officer was presented to the Executive with regard to the implementation of Council Tax Premiums from 1 April, 2017.

The Chair stated that discussions have been undertaken with regard to use funding generated from the premiums on empty and second homes be utilised to assist in the provision of affordable houses on Anglesey. It has been considered that first time buyers be afforded assistance from the funding of the Council Tax Premiums to purchase their first homes or to renew properties.

**It was RESOLVED :-**

- To note the progress in the implementation and anticipated additional income from introducing the Council Tax Premiums from April 2017;
- That a further report be presented to the Executive in January 2017, outlining proposals as to how the sum allocated could be used to assist in the provision of affordable houses on Anglesey;

- **To approve the use of the Council's contingency to meet the additional cost of a temporary Clerical Officer post up to 31 March, 2017;**
- **To approve the appointment of an additional Enquiry/Revenue Officer on a permanent basis and that the cost be met from the additional income collected under the Council Tax Premium.**

## **8 SYRIAN REFUGEES**

The report of the Head of Housing Services was presented to the Executive regarding the delivery of the resettlement and support programme for Syrian Refugees.

The Portfolio Holder (Housing & Social Services) reported that the Executive agreed in April 2016 to take part in the Syrian Vulnerable Persons Resettlements Scheme and welcome refugees into Anglesey due to the dire situation in the Syrian city of Aleppo.

The Housing Options Manager gave a brief summary of the success of the first family which has been provided a home by a Private Rented Sector landlord in the Menai Bridge area. She stated that the children have now settled in a local school and are progressing well. The provision of a Support Worker has been accompanying the family on days out across the Island, introducing them to the local culture, the Welsh language and are extremely keen to participate in local community activities. The Officer stated that arrangements are currently being undertaken to welcome a second family to the Island.

It was stated that the Home Office has requested local authorities across the United Kingdom to resettle unaccompanied children under the National Transfer Scheme for Unaccompanied Asylum Seeking Children programme (UASC) and the Vulnerable Children's Resettlement Programme (VCRP). It was considered that the Council should not participate with the UASC and VCRP programmes at present for the reasons given within the report.

### **It was RESOLVED :-**

- **To note the progress made to date;**
- **To endorse the next steps to be taken to welcome a second Syrian family before Christmas;**
- **Not to participate in the Unaccompanied Asylum Seeking Children National Transfer Scheme at present and to review the matter in 12 months' time.**

## **9 LLAWR Y DREF, LLANGFNI - BUSINESS CASE**

The report of the Head of Housing Services was presented to the Executive regarding the remodelling of Llawr y Dref, Llangefni.

The Portfolio Holder (Housing & Social Services) stated that improvement programme has been put in place to improve 1 – 4 and 6 – 29 Llawr y Dref, Llangefni. The internal floorspace within the flats will be enhanced together with



the installation of a lift to block 6 – 29 Llawr y Dref. Health and Safety issues will also be enhanced with the upgrading of the door entry system to the building and communal areas which will include a CCTV system. He further stated that the current designation for the scheme will continue for a period of 6 months following the completion of the re-modelling of the scheme. However, if it is not possible to let the units following the period of 6 months the designation of the scheme will be changed to be for people over the age of 50 or registered disabled.

Councillor Dylan Rees, a Local Member stated that he was satisfied with the improvement programme for the remodelling of Llawr y Dref, Llangefni. However, he stated that the residents of Llawr y Dref have commented that the loss of the Warden Service has contributed to people not wanting to be housed within the service as they would feel safer living in the flats; people would be more willing to be housed at Llawr y Dref if a Warden Service was afforded at the flats. He asked the Housing Services to consider locating a Peripatetic Warden at Llawr y Dref. The Executive responded that installing a CCTV system will be used to monitor the activity of Llawr y Dref and locating a Warden Service was create a precedent for similar housing in the ownership of the Authority.

**It was RESOLVED :-**

- **To proceed with the improvement programme to numbers 1 – 4 and 6 – 29 Llawr y Dref, Llangefni which includes maximising the internal floor space within the flats, maintain the current footprint, installing a lift in block numbers 6 – 29, upgrading the current communal facilities together with carrying out external improvements to the building;**
- **To improve safety arrangements to numbers 1 – 4 and 6 – 29 Llawr y Dref, Llangefni by upgrading the door entry system to the building and the communal areas which is to include a CCTV system, together with the upgrading of the fire safety system within the two blocks;**
- **To continue with the current designation for the scheme for a period of 6 months following completion of re-modelling of the scheme. If this is not possible, to let the units following this period and the designation of the scheme will be changed to be for people aged 50 or over or for people who are registered disabled.**

## **10 NORTH WALES PROTOCOL FOR THE GYPSIES AND TRAVELLERS COMMUNITY**

The report of the Head of Housing Services was presented to the Executive with regard to the North Wales Protocol for the Gypsies and Travellers Community.

The Portfolio Holder (Housing & Social Services) stated that the intention of the Protocol is to establish common principles for addressing unauthorised encampments which reduce social tension where encampments occur, reduce enforcement and clean-up costs and ensure a co-ordinated approach between the services that may need to be involved.

**It was RESOLVED to approve the North Wales Joint Protocol for Managing Unauthorised Gypsy and Traveller Encampments.**

**11 CORPORATE SCRUTINY COMMITTEE - CORPORATE SAFEGUARDING**

The report of the Chair of the Scrutiny Outcome Panel and Scrutiny Manager was presented to the Executive.

The Chair of the Scrutiny Outcome Panel highlighted the main review of the Panel work with regard to Corporate Safeguarding responsibilities of the Council. He noted that the Corporate Scrutiny Committee at its meeting held on 6<sup>th</sup> July, 2015 considered the Council's response to the Wales Audit Office (WAO) Report on the Authority's assurance and accountability arrangements in relation to Corporate Safeguarding and recommended that a Scrutiny Outcome Panel be established. He noted that the Panel was mostly satisfied that the Corporate Safeguarding Board was undertaking the task to ensure that the Authority was undertaking their safeguarding duty as set out in the Council policies.

The Chair of the Executive thanked the Scrutiny Outcome Panel for their work and stated that most of recommendations contained within the report have been addressed by the Social Services Department. He considered that an update report be presented to the Executive in the New Year with regard to the recommendations of the Panel.

**It was RESOLVED :-**

- **To approve the report and the recommendations contained therein;**
- **That a progress report be submitted to the Executive in the New Year with regard to recommendations contained within the report.**

**12 CORPORATE SCRUTINY COMMITTEE - LETTING OF LOCAL AUTHORITY HOUSING (VOIDS)**

The report of the Chair of the Scrutiny Outcome Panel and Scrutiny Manager was presented to the Executive.

The Chair of the Scrutiny Outcome Panel presented the main findings of the underperforming indicator for Housing Services within the Corporate Scorecard with regard to Letting of Local Authority Housing (Voids). The Corporate Scrutiny Committee at its meeting held on 17<sup>th</sup> September, 2015 resolved to established a Scrutiny Outcome Panel to examine in detail the underperforming performance indicator for this service. He noted that the Panel considered that letting of housing by the Housing Service took 54.3 days compared to a target of 25 days. However he stated that some properties, when they became vacant, needed improvements works. During 2015-16 a total of 52 kitchens, 34 bathrooms and 91 rewiring upgrades took place.

The Portfolio Holder (Housing & Social Services) thanked the Panel for their work and noted that the target for letting properties will remain at 25 days.

**It was RESOLVED to approve the report and the recommendations contained therein.**

The meeting concluded at 11.00 am

**COUNCILLOR IEUAN WILLIAMS  
CHAIR**

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# THE EXECUTIVE

## Minutes of the meeting held on 7 November, 2016

**PRESENT:** Councillor Ieuan Williams (Chair)

Councillors Richard Dew, Kenneth Hughes, Aled Morris Jones,  
H. Eifion Jones, Alwyn Rowlands

**IN ATTENDANCE:** Chief Executive  
Assistant Chief Executive (Governance & Business Process Transformation)  
Assistant Chief Executive (Partnerships, Community and Service Improvement)  
Head of Function (Resources) & Section 151 Officer  
Interim Scrutiny Manager (AGD)  
Committee Officer (ATH)

**APOLOGIES:** Councillor J. Arwel Roberts

**ALSO PRESENT:** Councillors John Griffith, Llinos Medi Huws, Gwilym O. Jones, Alun Mummery

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The Chair welcomed those present to this meeting of the Executive which was convened to approve initial proposals in respect of the 2017/18 Budget for the purpose of public consultation. He provided a summary of the process by which those proposals had come about and emphasised the importance of the public's feedback in assisting the Executive to shape its final proposals ahead of the meeting of the County Council at the end of February, 2017 which will approve the budget for 2017/18.

### 1 DECLARATION OF INTEREST

No declaration of interest was received.

### 2 URGENT MATTERS CERTIFIED BY THE CHIEF EXECUTIVE OF HIS APPOINTED OFFICER

None to report.

### 3 DRAFT REVENUE BUDGET 2017/18

The report of the Head of Function (Resources) and Section 151 Officer incorporating initial proposals for the 2017/18 draft Revenue Budget was presented for the Executive's consideration.

The Portfolio Member for Finance reported that the publication of initial draft proposals for the 2017/18 Budget signals the end of the first phase of the process by which the final Budget will be determined which has been conducted internally within the Council and which has involved extensive input by both Officers and Elected Members in service review meetings and budget workshops. The work has proved challenging and there remains a funding gap of approaching £3m between the original budget and what the Council requires to maintain its current position taking into account the range of cost pressures that it is facing. The schedule of draft savings proposals presented is substantial, but also includes options thus providing an element of flexibility in the choices to be made. The Portfolio Member for Finance stressed the importance of the Council being able to deliver a balanced budget for 2017/18 in order to ensure that it remains resilient to the challenges of the following financial years. The provisional local government settlement announced by Welsh Government was better than expected with the review of the funding formula proving advantageous to more rural councils, and it provided for a 0.3% increase in the allocation to Anglesey. However in reality this will be taken up by other pressures on the budget e.g. the Apprenticeship Levy, so all other requirements and improvement in services will have to be met by the Council from within the resources it has either by making cuts or by increasing the Council Tax. The Welsh Government settlement also made reference to an

additional £25m specifically for Social Services in Wales although there are as yet no details regarding this allocation.

The Head of Function (Resources) and Section 151 Officer said that while the improved settlement is to be welcomed with additional funding (£54m) included in the settlement as part of what the Welsh Government foresees local authorities in Wales will be spending on services next year, the Welsh Government has at the same time foreseen that the Council Tax base will increase by 3.5% which will erode the £54m which has been designated as additional expenditure on councils. This has the effect of reducing the additional funding down to £6m, and after the inclusion of grants and new responsibilities which councils have to consider, the net result is in effect no increase in the budget for 2017/18 for councils. Anglesey is better off to the tune of £300k, but that sum is barely sufficient to cover the cost of the Apprenticeship Levy alone with the Council then having to meet the costs of inflation, demand on services and other pressures. The Officer said that the budget deficit is therefore still significant, and that he did not envisage any change to the Medium Term Financial Plan (MTFP) with further cuts in the region of £5m to £6m being necessary in 2018/19 and 2019/20. There remains work to be done on some of the savings in the schedule presented and some e.g. the Library and Youth Services Transformation are in the midst of a consultation process which needs to conclude before the savings figure can be incorporated in the final budget. Work also needs to be done on corporate and central budgets which have not been subject to the same review process as service budgets and this might yield some further savings. The draft budget figures are based on an increase of 3% in Council Tax but should the wish be to increase the Council Tax by less than 3%, then the starting point for the 2018/19 budget will also be lower meaning either more cuts will have to be implemented in that year or the Council Tax will have to be increased by an amount greater than that projected in the MTFP.

The Officer said that he wanted to draw the Executive's attention to a specific risk in the budget in the form of inflation. The 2017/18 draft budget is based on an assumed increase of 1% in inflation but recent forecasts suggest that inflation could increase by upwards of 2% in the next year which would place added pressure on budgets and could also lead to pressure for a greater increase in salaries which in recent years have been pegged at 1%.

Councillor Gwilym O. Jones, Vice-Chair of the Corporate Scrutiny Committee reported on the Committee's response to the draft revenue budget proposals from its meeting on 19<sup>th</sup> October, 2016 which was circulated ahead of this meeting, and he recognised that the budget setting process has matured a great deal in recent years. He hoped that the Scrutiny Committee in taking a broader perspective of the proposals in terms of their potential impact on the priorities of the Corporate Plan had added value to the process.

Members of the Executive gave their views on the draft budget proposals and they also commended the work undertaken by Officers, particularly the Finance Service, as well as the contribution made by Elected Members to the process leading to the formulation of the draft proposals.

**It was resolved –**

- **To approve the standstill budget of £128.259m for 2017/18 and that this should form the basis of the 2017/18 revenue budget.**
- **That the grants incorporated into the AEF and the additional funding for new responsibilities be allocated to the appropriate budgets.**
- **That the Executive should seek to make sufficient savings in 2017/18 to balance the revenue budget without resorting to the use of general reserves.**
- **That the Executive should seek the opinion of the public on the proposed savings.**

#### **4 DRAFT CAPITAL BUDGET 2017/18**

The report of the Head of Function (Resources) and Section 151 Officer incorporating the draft capital budget for 2017/18 was presented for the Executive's attention.

The Portfolio Member for Finance reported that the proposed capital programme is an ambitious one and as such it entails more costs. However, it can be said that the current climate of low interest rates makes it a propitious time to undertake capital investment. However, while the

proposed investment is substantial, it remains within the Council's borrowing limits. The draft capital budget in the same way as the draft revenue budget will be subject to public consultation.

The Head of Function (Resources) and Section 151 Officer said that the report has been drafted in line with the Capital Strategy in dividing the proposals into general proposals; 21<sup>st</sup> Century schools proposals and HRA schemes. The objective in setting out the proposals for the capital budget has been to seek to ensure they take the priorities within the Corporate Plan forward without putting added pressure on the revenue account in having to fund additional borrowing and the interest charges that go with it. A further report will be presented to the Executive in January, 2017, in relation to the affordability of the capital programme for 21<sup>st</sup> Century schools. The Officer said that while the proposed programme does commit the Council to funding increased borrowing, the level remains within the limits set out in the Treasury Management Strategy and does not therefore place an unsupportable burden on the Council.

Members of the Executive gave their views on the draft proposals for the 2017/18 capital budget.

**It was resolved –**

- **To continue to fund the committed schemes as set out in paragraph 3.2 of the report at a total cost of £8.826m, of which £647k will be from the Council's core funding.**
- **To fund expenditure on disabled facilities grants, refurbishment of existing buildings, I.T. assets and vehicles as set out in paragraph 3.3 of the report at a total cost of £2.301m.**
- **To approve the funding of the two highest scoring Invest to Save projects as set out in paragraph 3.4 of the report at a total cost of £0.186m.**
- **To approve the funding of new capital schemes as set out in paragraph 3.6 of the report at a total cost of £11.675m of which £2.531m will be funded from the Council's core funding.**
- **To approve the funding of £0.76m on Highway Maintenance as per paragraph 3.5 of the report.**
- **That further work is necessary to assess the viability of funding the two schemes detailed in paragraph 3.7 of the report via unsupported borrowing.**
- **To approve the capital programme for 21<sup>st</sup> Century schools, subject to a further report to the Executive on the funding of the unsupported borrowing element of the programme.**
- **To approve the inclusion of the Housing Revenue Account schemes, as set out in paragraph 5 of the report in the final capital programme at a total cost of £9.889m.**

## **5 BUDGET CONSULTATION PLAN 2017/18**

The report of the Head of Transformation incorporating the proposed Budget Consultation/Communication Plan 2017/18 was presented for the Executive's consideration.

The Portfolio Member for Council Business commended the Plan to the Executive as a high level account of the consultation process to be put into action in the period from 7<sup>th</sup> November, 2016 to 16<sup>th</sup> December, 2016.

Councillor Gwilym O. Jones, Vice-Chair of the Corporate Scrutiny Committee gave the Scrutiny Committee's views on the consultation plan from its meeting on 19<sup>th</sup> October, 2016 and he emphasised the importance of ensuring the clarity of the information that is presented to the public so that there is an understanding of what is being proposed and why, and also the importance of the Council's listening to what the public has to say about the proposals. The Scrutiny Committee was keen to ensure that the budget consultation is more than a tick box exercise and will involve meaningful dialogue with the public and other stakeholders. The Committee further suggested that the process be reviewed once the 2017/18 budget has been set to establish whether any improvements can be made.

The Chair acknowledged the observations by Scrutiny particularly with regard to the public's views and feedback. However, given that there is a statutory obligation on the Council to produce a balanced budget, cutbacks are inevitable.

**It was resolved to approve the 2017/18 Budget Consultation Plan.**

Councillor Ieuan Williams  
Chair

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ISLE OF ANGLESEY COUNTY COUNCIL	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>28 November 2016</b>
<b>Subject:</b>	<b>The Executive's Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Ieuan Williams</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable</b>

<b>A –Recommendation/s and reason/s</b>
<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 <b>December 2016 – July 2017</b>;</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?**

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**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.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (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	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
5	<b>Human Resources (HR)</b>	
6	<b>Property</b>	
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	Not applicable.
10	<b>Any external bodies / other/s</b>	Not applicable.

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

2

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

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

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

# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: December 2016 – July 2017

Updated: 18 November 2016



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.

Page 16 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 **December 2016 – July 2016** 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: December 2016 – July 2017

Updated: 18 November 2016

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)
<b>December 2016</b>						
1	<b>Write off of Debts in value of over £5,000</b>  Approve write off of debts.	Finance Portfolio Holder and Section 151 Officer.	Resources  Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		Delegated Decision  December 2016	
2	<b>The Executive's Forward Work Programme (S)</b>  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 December 2016	
3	<b>Schools Modernisation – Llangefnï area</b>  Approval of a report on the informal consultation.	The approval of the full Executive is sought to decide on the proposal or proposals to be subject to formal consultation by officers.	Learning  Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive  19 December 2016	
4	<b>Council Housing - Garages</b>  Approval of recommendations.	The approval of the Executive is requested with regard to recommendations on the strategic direction and action plan for garages which form part of the Council's housing stock.	Housing  Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  19 December 2016	

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Period: December 2016 – July 2017

Updated: 18 November 2016

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5 <b>Gypsy and Traveller sites</b>  Approval of project plan, agreement to submit an application for planning permission on two sites, and submit an application for Welsh Government capital grant for the permanent site.	The approval of the Executive is sought to move forward with delivering the accommodation project for Gypsy and Traveller communities and submission of capital bid to Welsh Government.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  19 December 2016	
6 <b>Improvement works to the highway between A55 J3 and Wylfa Newydd along the A5 and A5025</b>  For the Highways, Waste and Property Service to proceed with Compulsory Purchase and Side Road Orders for the On Line Improvements between A55 junction 3 and Wylfa along the A5025 and A5.	Power not retained to full Council or delegated to officers, and not delegated to individual Portfolio Holders.	Highways, Waste and Property	Dewi Williams Head of Highways, Waste and Property  Cllr J Arwel Roberts		The Executive  19 December 2016	

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Period: December 2016 – July 2017

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<b>January 2017</b>						
7	<b>The Executive's Forward Work Programme (S)</b>  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 23 January 2017
8	<b>Report on the statutory consultation on lowering the admission age for Ysgol Brynsiencyn</b>  Approval.	The approval of the full Executive is requested.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive 23 January 2017
9	<b>Schools Modernisation – Holyhead and Llanfaethlu</b>  To agree to change the date for completion of statutory notices with regard to Ysgol Cybi and Ysgol Rhyd y Llan.	As the Executive approved the original proposal, only the Executive can decide to defer the proposals.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive 23 January 2017
10	<b>Childcare Sufficiency Assessment</b>  Approval.	The approval of the full Executive is sought before submitting the Assessment to Welsh Government.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive 23 January 2017

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Period: December 2016 – July 2017

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<b>February 2017</b>						
11	<b>Write off of Debts in value of over £5,000</b>  Approve write off of debts.	Finance Portfolio Holder and Section 151 Officer.	Resources  Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		Delegated Decision  February 2017	
12	<b>The Executive's Forward Work Programme (S)</b>  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  13 February 2017	
13	<b>2017/18 Budget (S)</b>  Adoption of final proposals for recommendation to the County Council.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources  Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones	6 February 2017	The Executive  13 February 2017	28 February 2017
14	<b>Treasury Management Strategy 2017/18</b>  Adoption of strategy for the new financial year.	This is a matter for the Executive as it falls within the Council's Budget Framework.	Resources  Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  13 February 2017	28 February 2017

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15 <b>Financial Reserves</b> To provide an update on the situation relating to financial reserves.	This is a matter for the full Executive as it provides assurance of current financial position.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  13 February 2017	
16 <b>Discretionary Business Rate Relief Policy for 2017/18</b> Approve policy for 2017/18.	There is a requirement for a collective decision by the Executive in detailing additional business rates relief to be awarded to charities and non-profit making organisations.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  13 February 2017	
17 <b>Charges for non-residential services 2017/18</b> Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  13 February 2017	
18 <b>Standard Charge for Council Care Homes 2017/18</b> Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  13 February 2017	

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19	<b>Independent Sector Residential and Nursing Home Fees 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  13 February 2017	
20	<b>Charges for independent home care services 2017/18</b>  Approval.	A collective decision is required as the matter involves material financial considerations.	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones		The Executive  13 February 2017	
21	<b>Housing Revenue Account Business Plan and Draft Budget 2017-2018</b>  Approval.	The approval of the Executive is requested on the Business Plan and draft capital and revenue budgets.	Housing	Shan Lloyd Williams Head of Housing Services  Cllr Aled Morris Jones		The Executive  13 February 2017	
22	<b>Social Services and Well-being Act Needs Assessment</b>  Statutory approval of regional assessment.	Statutory code of Practice: "The local authority and Local Health Board are required formally to approve the population assessment report. This will need to be done by the Board of the Local Health Board and in the case of the local authority will need to be approved by the full Council on submission by	Adults' Services	Alwyn Jones Head of Adults' Services  Cllr Aled Morris Jones	To be confirmed.	The Executive  13 February 2017	28 February 2017

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	the Council's Executive or board. This will ensure that the information contained within the report is considered at the most senior levels within these organisations."					
23	<b>Full Business Case for New School at Bro Rhosyr/Bro Aberffraw</b>  Approval of business case.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes		The Executive  13 February 2017	
24	<b>Transformation of the Library Service</b>  Approval of strategy.	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	6 February 2017	The Executive  13 February 2017	
25	<b>Transformation of the Youth Service</b>	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	22 November 2016	The Executive  13 February 2016	

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<b>March 2017</b>						
26	<b>The Executive's Forward Work Programme (S)</b>  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 March 2017
27	<b>Corporate Scorecard – Quarter 3, 2016/17 (S)</b>  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	13 March 2017	The Executive  20 March 2017
28	<b>2016/17 Revenue and Capital Budget Monitoring Report – Quarter 3 (S)</b>  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	13 March 2017	The Executive  20 March 2017
29	<b>Discretionary Housing Payments Policy 2017/18</b>  Report on administration of policy in 2016/17 and any recommended changes – determine policy.	There is a requirement for a collective decision by the Executive in detailing additional help towards housing costs for some benefit claimants.	Resources	Marc Jones Head of Function – Resources / Section 151 Officer  Cllr Hywel Eifion Jones		The Executive  20 March 2017

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Period: December 2016 – July 2017

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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)
30	<b>CSSIW Inspection of Children's Services in Anglesey</b>	Children's Services	Llyr Bryn Roberts Interim Head of Children's Services  Cllr Aled Morris Jones	13 March 2017	The Executive 20 March 2017	
31	<b>Transformation of the Culture Service – Heritage assets</b>	Learning	Delyth Molyneux Head of Learning  Cllr Kenneth P Hughes	16 February 2017	The Executive 20 March 2017	
<b>April 2017</b>						
32	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive 24 April 2017	
<b>May 2017</b>						
33	<b>The Executive's Forward Work Programme (S)</b>  Approval of monthly update.	Council Business	Huw Jones Head of Democratic Services  Cllr Ieuan Williams		The Executive ...May 2017	

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34 <b>Corporate Scorecard – Quarter 4, 2016/17 (S)</b>  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	TBA	The Executive  ...May 2017	
35 <b>2016/17 Revenue and Capital Budget Monitoring Report – Quarter 4 (S)</b>  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	TBA	The Executive  ...May 2017	
<b>June 2017</b>						
36 <b>The Executive's Forward Work Programme (S)</b>  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  ...June 2017	
<b>July 2017</b>						
37 <b>The Executive's Forward Work Programme (S)</b>  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  ...July 2017	

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## ISLE OF ANGLESEY COUNTY COUNCIL

<b>REPORT TO:</b>	<b>EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>28 NOVEMBER 2016</b>
<b>SUBJECT:</b>	<b>THE COUNCIL TAX BASE FOR 2017/2018</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR HYWEL EIFION JONES (PORTFOLIO HOLDER - FINANCE)</b>
<b>HEAD OF SERVICE:</b>	<b>MARC JONES - HEAD OF FUNCTION (RESOURCES) (SECTION 151 OFFICER)</b>
<b>REPORT AUTHOR:</b>	<b>GERAINT H JONES (REVENUE AND BENEFITS SERVICE MANAGER)</b>
TEL: E-MAIL:	01248 752651 <a href="mailto:ghifi@ynysmon.gov.uk">ghifi@ynysmon.gov.uk</a>
<b>LOCAL MEMBERS:</b>	<b>N/A</b>

### A - Recommendation/s and Reason/s

I recommend that the Executive makes the following decisions:-

1. To note the calculation of the Council Tax Base by the Head of Function (Resources) and the Section 151 Officer, this will be used by the Welsh Government in the calculation of the Revenue Support Grant for the Isle of Anglesey County Council for the 2017/18 financial year, being 30,735.70, (see **Appendix A** in respect of the calculation of the Council Tax Base for this purpose – Part E6).
2. That the calculation by the Head of Function (Resources) and the Section 151 Officer for the purpose of setting the Council Tax Base for the whole and parts of the area for the year 2017/18 is approved (see **Appendix A** for the calculation of the tax base – Part E5).
3. That, in accordance with the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base)(Wales) Regulations 1995 (SI1995/2561) as amended by SI1999/2935 and the Local Authorities (Calculation of Council Tax Base) and Council Tax (Prescribed Classes of Dwellings) (Wales) (Amendment) Regulations 2004, and the Local Authority (Calculation of Council Tax Base) (Wales) (Amendment) Regulations 2016, the amounts calculated by Isle of Anglesey County Council as its tax base for the year 2017/18 shall be 30,794.83 and as follows for the parts of the area listed below :-

Amlwch	1,476.75
Beaumaris	1,066.68
Holyhead	3,810.66
Llangefni	1,928.63
Menai Bridge	1,413.85
Llanddaniel-fab	372.16
Llanddona	366.05
Cwm Cadnant	1,150.08
Llanfair Pwllgwyngyll	1,311.96
Llanfihangel Esceifiog	680.63
Bodorgan	446.64
Llangoed	648.43
Llangristiolus and Cerrigceinwen	608.48
Llanidan	412.75
Rhosyr	991.35
Penmynydd	235.22
Pentraeth	558.84
Moelfre	625.35
Llanbadrig	667.73
Llanddyfnan	498.77

Llaneilian	554.32
Llannerch-y-medd	510.62
Llaneugrad	185.26
Llanfair Mathafarn Eithaf	1,778.79
Cylch y Garn	405.67
Mechell	535.65
Rhosybol	467.18
Aberffraw	299.58
Bodedern	428.35
Bodffordd	426.99
Trearddur	1,293.84
Tref Alaw	245.15
Llanfachraeth	225.49
Llanfaelog	1,262.29
Llanfaethlu	289.70
Llanfair-yn-Neubwll	565.93
Valley	970.49
Bryngwran	355.78
Rhoscolyn	359.49
Trewalchmai	363.29

## REASONS AND BACKGROUND

The calculations have been made in accordance with the Welsh Government Guidelines for Council Tax Dwellings (CT1 v.1.0) 2017/18 based on the number of properties in various bands on the valuation list on October 31, 2016 and summarised by the Authority under section 22B (7) of the Local Government Finance Act 1992, as supplemented by the Local Government Act 2003. The calculations take into account discounts, exemptions and premiums as well as changes to the valuation list likely during 2017/18.

The Isle of Anglesey County Council, as the billing authority, is required to calculate the Council Tax base for its area and different parts of its area and these amounts must be notified to the precepting and levying bodies by 31 December 2016. This year, the Welsh Government has requested the information for the purpose of setting the Revenue Support Grant by 23 November 2016 and for tax setting purposes (ratified by Executive decision) by 4 January, 2017.

The calculations in **Appendix A** are based on discounts of nil being confirmed for Classes A, B and C for 2017/18 by the full Council at its meeting on 28 February, 2017 and it takes into account the decision of the full Council on 10 March 2016 to charge premiums of 25% for relevant second homes and empty homes for 2017/18. The calculations are also based on the full Council confirming, at its meeting on 15 December 2016, that the current local Council Tax Reduction Scheme will continue as currently for 2017/18. The Welsh Government is continuing to fully meet the costs of the previous UK national scheme but costs arising from caseloads and / or increase in Council Tax will fall on local councils.

### THE COUNCIL TAX BASE FOR CALCULATING THE REVENUE SUPPORT GRANT

The total band D equivalent discount, before adjusting for the collection rate, and which includes allowance for Ministry of Defence properties, will be used in calculating claims for the Revenue Support Grant for 2017/18. **BUT**, this total, which is used in calculating the RSG, **excludes adjustments for premiums**. This figure is calculated to be 30,735.70 (compared to 30,708.93 for 2016/17).

### THE TAX BASE FOR TAX SETTING PURPOSES

The total band D equivalent discount that is used for tax setting purposes has been adjusted by a provision for non-collection, which continues to be 1.5% and also includes allowance for Ministry of Defence properties. This figure is calculated to be 30,794.83. **Note, therefore, that the figures under recommendation 3 include the adjustments for premiums.**

The total base proposed for 2017/18 for the purpose of tax setting purposes is 30,794.83. This compares with 30,250.23 for 2016/17 and is an increase of 1.8%.

1.7% of this increase can be attributed to the effect of a 25% premium on relevant empty homes and second homes. The remaining increase of 0.1% is due to the normal adjustments for expected completion and occupation of new properties, adjusted for exemptions and discounts.

As a result of the increase of 1.7% in the tax base for 2017/18, which is attributed to the impact of charging a premium of 25%, it is projected that this will raise additional income (assuming an increase of 3% in the Council Tax) of almost £567k ( $518.29 \times \text{£}1,093.30$  (the expected band D for the Isle of Anglesey County Council for 2017/18 after taking into account an increase of 3%) = £566,646. It must also be noted that a downward adjustment of 30% has been made to the figures for the relevant properties, in estimating the impact of charging premiums of 25% on the tax base. It is presumed that this is a sufficient adjustment in terms of the accuracy of our figures regarding vacant houses and second homes where the premiums will apply.

The Executive Committee has requested a report in January 2017 on how the additional income will be spent.



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

The full Council has the discretion, under regulations made under Section 12 of the Local Government Finance Act 1992 and, subsequently, under the Local Government Act 2003, to set discounts for prescribed classes of dwellings (mainly second homes and holiday homes (Classes A and B)). When this was introduced, the full Council decided to set a discount of nil for both prescribed classes A and B and this has been confirmed annually thereafter. In March 2007, the full Council, on the recommendation of the Executive, also set a discount of nil for Prescribed Class C (certain types of long term empty properties) for the first time and has done so annually thereafter.

To award discounts of 25%, 50% or 100% would be contrary to full Council policy and this option was rejected.

The full Council, on 10 March, 2016, resolved to charge premiums of 25% on relevant second homes and empty properties. The calculation and recommendations herein are in accordance with that decision.

**C – Why is this a decision for the Executive?**

Until 2004, this calculation was determined by the full Council. This function has now been removed from the list of functions reserved for the full Council. Decisions relating to discounts (along with premiums in future) and the setting of a local Council Tax Reduction Scheme however still remain the responsibility of the full Council rather than the Executive.

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

The calculation of the tax base takes into account the full Council's current approved policy on the granting of discounts for prescribed classes A, B and C and also the full Council's policy on awarding up to 100% Council Tax Reduction to those eligible under the Council's local scheme.

The full Council, on 10 March, 2016, resolved to charge premiums of 25% on relevant second homes and empty properties. The calculation and recommendations herein are in accordance with that decision.

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

The tax base calculation will enable the full Council to set its Council Tax requirement to meet its approved budget for 2017/18.

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

	<b>DD - Who did you consult?</b>	<b>What did they say?</b>
1	<b>Chief Executive / Senior Leadership Team (SLT)</b> (mandatory)	No comment
2	<b>Finance / Section 151</b> (mandatory)	Author of the report.
3	<b>Legal / Monitoring Officer</b> (mandatory)	No comment
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local members</b>	
9	<b>Any external bodies / other / other</b>	

<b>E - Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	
<b>2</b>	<b>Anti-poverty</b>	
<b>3</b>	<b>Crime and Disorder</b>	
<b>4</b>	<b>Environmental</b>	
<b>5</b>	<b>equalities</b>	
<b>6</b>	<b>Outcome agreements</b>	
<b>7</b>	<b>Other</b>	<p>The calculation of the tax base may not be sufficiently accurate i.e. inaccurate calculation of exemptions and discounts, inaccurate calculation of the number of dwellings for which the 25% premium is applicable, the changes likely to take place in 2017/18 incorrect, such as underestimation of erosion in the tax base over the years e.g. banding reductions and an overly optimistic collection rate. The risk to the Council would be a shortfall in the Council Tax collected during the year.</p> <p>Mitigation is by taking a conservative approach when estimating new builds and for properties for which a premium can be charged and by making an allowance for the erosion of the tax base and the collection rate.</p>
<b>F - Attachments:</b>		
Appendix A: Calculation for the Local Tax Base 2017/18		
<b>FF - Background Papers (please contact the author of the report for further information):</b>		
Welsh Government guidance on Council Tax Dwellings (CT1) 2017/18		

CALCULATION OF LOCAL TAX BASE 2017/18

	BAND	A*	A	B	C	D	E	F	G	H	I	TOTAL
<b>Part A</b>	<b>CHARGEABLE DWELLINGS</b>											
A.1	All Chargeable Dwellings		4,546	6,599	6,511	7,056	5,318	2,554	1,029	158	48	33,819
A.2	Dwellings subject to disability reduction		18	40	46	89	77	50	16	10	6	352
A.3	Adjusted chargeable dwellings (taking into account disability reductions)	18	4,568	6,605	6,554	7,044	5,291	2,520	1,023	154	42	33,819
<b>Part B</b>	<b>DISCOUNT AND PREMIUM ADJUSTMENTS</b>											
B.1	Dwellings with no discount or premium (including empty properties and second homes with no discount or premium)	10	1,772	3,635	3,856	4,436	3,652	1,879	751	104	28	20,123
B.2a	Dwellings with a 25% discount (excluding empty properties and second homes)	8	2,591	2,726	2,283	2,111	1,257	447	169	23	4	11,619
B.2b	Dwellings with a 50% discount (excluding empty properties and second homes)	0	5	4	13	17	15	4	10	4	0	72
B.3a	Dwellings with a variable discount other than 25% or 50%	0	0	0	0	0	0	0	0	0	0	0
B.3b	Dwellings with empty property or second homes discount	0	0	0	0	0	0	0	0	0	0	0
B.3c	Dwellings with empty property or second homes premiums	0	200	240	402	480	367	190	93	23	10	2,005
B.4	Total adjusted chargeable dwellings	18	4,568	6,605	6,554	7,044	5,291	2,520	1,023	154	42	33,819

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**CALCULATION OF LOCAL TAX BASE 2017/18**

	<b>BAND</b>	<b>A*</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>TOTAL</b>
<b>Part C</b>	<b>CALCULATION OF CHARGEABLE DWELLINGS WITH DISCOUNTS AND PREMIUMS</b>											
<b>C.2</b>	Total dwellings including discounts and premiums	16	3,968	5,982	6,077	6,628	5,061	2,454	999	152	44	
<b>C.3</b>	Ratio to Band D	5/9	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9	21/9	
<b>C.4</b>	Band D equivalents (rounded to two decimal places)	8.89	2,645.17	4,652.28	5,402.00	6,627.75	6,185.67	3,544.31	1,665.00	304.00	101.50	31,136.57
<b>C.5</b>	Total discounted dwellings excluding premium adjustment	16	3,918	5,922	5,977	6,508	4,969	2,406	976	146	41	
<b>C.6</b>	Band D equivalent excluding premium adjustment	8.89	2,611.83	4,605.61	5,312.67	6,507.75	6,073.53	3,475.69	1,626.25	292.50	95.67	30,610.39
<b>Part E</b>	<b>CALCULATION OF COUNCIL TAX BASE</b>											
<b>E.1</b>	Chargeable dwellings: Band D equivalents											31,136.57
<b>E.2</b>	Collection rate (rounded to two decimal places)											98.50%
<b>E.3</b>	= E1 x E2 (rounded to 2 decimal places)											30,669.52
<b>E.4</b>	Class O exempt dwellings: Band D equivalents Ministry of Defence properties											125.31
<b>E.5</b>	Council Tax base for tax setting purposes											30,794.83
<b>E.5a</b>	Discounted properties excluding premium adjustment											30,610.39
<b>E.6</b>	100% of Council Tax base for calculating revenue support grant											30,735.70

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>THE EXECUTIVE</b>
<b>DATE:</b>	<b>28 NOVEMBER 2016</b>
<b>SUBJECT:</b>	<b>COUNCIL TAX REDUCTION SCHEME 2017/18</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR HYWEL EIFION JONES (PORTFOLIO HOLDER – FINANCE)</b>
<b>HEAD OF SERVICE:</b>	<b>MARC JONES, HEAD OF FUNCTION (RESOURCES) &amp; SECTION 151 OFFICER</b>
<b>REPORT AUTHOR:</b>	<b>GERAINT H. JONES (REVENUES AND BENEFITS SERVICE MANAGER)</b>
TEL:	01248 752651
E-MAIL:	ghjfi@anglesey.gov.uk
<b>LOCAL MEMBERS:</b>	<b>NOT APPLICABLE</b>
<b>A - Recommendation/s and reason/s</b>	
<p><b>RECOMMENDATIONS</b></p> <ul style="list-style-type: none"> <li>• The Executive recommends to the Isle of Anglesey County Council (full Council) in its meeting on 15 December 2016 that its current local Council Tax Reduction Scheme should not be revised or replaced with another scheme.</li> <li>• The Executive recommends to the full Council in its meeting on 15 December 2016 to formally adopt the current Council Tax Reduction Scheme for the financial year 2017/18.</li> <li>• The Executive recommends to the full Council in its meeting on 15 December 2016 that it provides authority to the Head of Function (Resources)(Section 151 Officer) to make administrative arrangements so that all annual changes for uprating of financial figures or technical revisions in any amending regulation or regulations are reflected in the Council's Council Tax Reduction Scheme and for each subsequent year.</li> </ul> <p><b>REASONS AND BACKGROUND</b></p> <p>See attached report - <b>Appendix A</b></p>	
<b>B - What other options did you consider and why did you reject them and/or opt for this option?</b>	
See attached report – <b>Appendix A</b>	
<b>C - Why is this a decision for the Executive?</b>	
Regulations state that this is a decision for the full Council. The Executive is asked to endorse a Council Tax Reduction Scheme for approval by the full Council.	
<b>CH - Is this decision consistent with policy approved by the full Council?</b>	
The Council Tax Reduction Scheme for 2017/18 which the Executive is asked to endorse is consistent with the schemes approved annually by full Council with regard to the Council Tax Reduction which have been in force since the financial year 2014/15.	

**D - Is this decision within the budget approved by the Council?**

The Welsh Government's Draft Provisional Local Government Revenue and Capital Settlement for 2017/18 was received on 19 October 2016 and the Draft Settlement has awarded to the Council a Council Tax Reduction Scheme Grant to meet the cost of its local Council Tax Reduction Scheme for 2017/18 of £5,165,000 (which compares with £5,099,000 for 2016/17). The projections below are made based on the grant under the Draft Settlement for 2017/18.

Current expenditure (end of Quarter 2, 2016/17 is £5,374,694), offset by a Welsh Government Council Tax Reduction Scheme Grant of £5,165,000 against expenditure. This gives a projected shortfall of approximately £210k to be borne by the Authority for 2017/18. In the Council's Draft Budget for 2017/18, £500k has been allocated to meet this cost and also the cost of an additional bad debt provision for overpaid benefits.

Two factors for 2017/18 will affect the expenditure on the scheme:-

- Between April 2016 and September 2016 there has been a caseload reduction of 1%, which compares with a reduction between 1% - 2% during 2015/16 and 2% - 3% reduction during 2014/15;
- Planned increase in Council Tax of 3.0% for 2017/18.

An uncertain factor, during 2017/18, affecting expenditure on the scheme will be the impact of the Chancellor of Exchequer's proposed changes in the Autumn Statement on 23 November 2016 and also, as a consequence of the Autumn Statement, whether the Welsh Government will update or not the financial figures in respect of the amending regulations in respect of the scheme for 2017/18.

Having regard to the above, at best, the estimated expenditure on the scheme will be £5,425,210 (assuming a 3.0% increase in Council Tax and a 2% reduction in caseload) and, at worst, estimated expenditure at £5,535,930 (assuming no caseload reduction with a 3.0% increase in Council Tax).

There is, therefore, an estimated expected shortfall of between £260k and £371k in grant funding which will have to be met by the Council. This is based on the full Council re-adopting the current scheme unchanged. However, the extent of the shortfall will become clearer during the budget setting process.

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

	<b>DD - Who did you consult?</b>	<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	No comment
2	<b>Finance / Section 151</b> (mandatory)	Author of report
3	<b>Legal / Monitoring Officer</b> (mandatory)	No comment
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	

<b>E - Risks and any mitigation (if relevant)</b>		
1	<b>Economic</b>	
2	<b>Anti-poverty</b>	
3	<b>Crime and Disorder</b>	
4	<b>Environmental</b>	
5	<b>Equalities</b>	
6	<b>Outcome Agreements</b>	
7	<b>Other</b>	<p>The main risk to the Council is additional costs of its Council Tax Reduction Scheme above the Welsh Government's Grant for 2017/18. The Council has no control on fluctuations in caseload and should caseload increase the costs borne by the Council will consequently increase. A 1% increase in caseload will be an additional burden on the Authority of approximately £55,000.</p> <p>The impact of the Chancellor of the Exchequer's Autumn Statement is uncertain at present.</p>
<b>F - Appendices:</b>		
Appendix A: Report to full Council to consider 15 December 2016.		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>15 DECEMBER 2016</b>
<b>SUBJECT:</b>	<b>COUNCIL TAX REDUCTION SCHEME</b>
<b>LEAD OFFICER(S)</b>	<b>MARC JONES HEAD OF FUNCTION (RESOURCES) AND SECTION 151 OFFICER</b>
<b>CONTACT OFFICER</b>	<b>GERAINT JONES REVENUES AND BENEFITS SERVICES MANAGER (EXT. 2651)</b>
<b>ACTION :</b>	<b>TO ADOPT THE COUNCIL TAX REDUCTION SCHEME FOR 2017/18</b>

## **1. Purpose of the Report**

- 1.1** The report explains the requirement to adopt a scheme by 31 January 2017 with regard to 2017/18.

## **2. Background Information**

- 2.1** The full Council on 9 December 2015 adopted its Council Tax Reduction Scheme for the financial year 2016/17. The full Council is required to consider, under Part 2, Regulation 18 of "The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 No. 3029 (W.301) (the Regulations) for each financial year whether to revise its scheme or replace it with another Council Tax Reduction Scheme. The full Council must make any revision to its scheme, or any replacement scheme, no later than 31 January in the financial year preceding that for which the revision or replacement comes into effect.
- 2.2** The full Council, under the current scheme, formally adopted the Regulations as its scheme and, using discretionary powers, decided to use local discretion to adopt a Local War Disablement Pension and War Widow's or Widower's Pension Discretionary Scheme in accordance with the Regulations. The elements disregarded as income are detailed in the current scheme for the purpose of this local discretion. This provides additional Council Tax support to that statutorily required to pay under the Regulations. This is the only local discretion awarded by the full Council under its current Local Council Tax Reduction Scheme.
- 2.3** The full Council must also have regard to Regulation 17 of the Regulations when revising or replacing a scheme. If the full Council decides to revise or replace its scheme, it must publish a draft revised scheme in such a manner it think fits and must consult with any persons it considers likely to have an interest in the operation of its Council Tax Reduction Scheme. There is, however, no expressed requirement to consult annually, it is only if a scheme is revised or replaced when consultation has to take place.



**2.4** For 2017/18, the Welsh Government is not revising or changing the Regulations but, as for 2016/17, the Welsh Government will be making amending regulations to uprate the financial figures used in the Regulations and to reflect any other technical amendments required as a result of changes to underlying benefits. Again, as for 2016/17, the timing of these amending regulations is dependent on the Chancellor of Exchequer's Autumn Statement (23 November 2016) and the subsequent uprating schedule published by the Department for Work and Pensions a few days after the Autumn Statement. The earliest date the Welsh Government will be able to lay the new draft Regulations reflecting the uprate to financial figures or any other technical amendment before the National Assembly for Wales is early December 2016. These regulations must be laid in draft for 20 working days with recess dates not being counted and a plenary debate held before they come into effect. For 2016/17, these amending regulations did not come into effect until 20 January 2016 and it is expected a similar timetable will apply for 2017/18.

**2.5** As the full Council is meeting on 15 December 2016 to determine its local Council Tax Reduction Scheme for 2017/18, it is proposed that the Head of Function (Resources) (Section 151 Officer) is given the authority to make administrative arrangements so that all annual changes for uprating of financial figures or technical revisions are reflected in the Council's Council Tax Reduction Scheme and for each subsequent year.

### **3. Review of Current Tax Reduction Scheme**

**3.1** In **Appendix B** the full Council is provided with information, statistics and values concerning the impact of its Council Tax Reduction Scheme for 2016/17. This information will be useful in future to the full Council in its consideration whether to revise or replace its current scheme, in that:–

- It can use this data to measure trends (currently accurate at 30 September 2016) against the effective baseline (accurate at December 2012) when the Equality Impact Assessment was undertaken of protected characteristics and incidence of vulnerability. These trends are measured annually in September (similar data was provided to the full Council when it considered its scheme for 2016/17);
- To begin to understand the impact of the scheme upon the inhabitants of the Island with reference to age, disabled people, gender and race;
- For the future, to potentially inform the full Council's understanding of the potential costs of different potential schemes and of the potential costs of full or partial protection of particular client groups and vulnerable people. At present, up to 100% reduction must be provided under the Regulations (if eligible) and the Welsh Government has stated that these arrangements will continue for 2017/18 but a review of these arrangements from April 2018 onwards will apply. The provision of 100% reduction is not sustainable in the longer term, with those in receipt of a partial Council Tax Reduction probably having to pay more or for those currently receiving 100% reduction having for the first time to contribute towards their Council Tax costs after April 2018.

**3.2** Since the baseline data established in December 2012, the following trends can be identified for the Island with regard to its Council Tax Reduction Scheme:–

- **Caseload:** the reduction in the caseload continues and recently at a higher rate than for the same period last year. From December 2012 to September 2014 there was an overall reduction in the caseload of 6.3% (6,960 down to 6,525). During the annual period from September 2014 up to September 2015, the caseload was further reduced by 1.8% to 6,410 and from September 2015 to September 2016 the caseload fell again by 2.5% down to 6,252;

- **Caseload:** the number of passported claimants, i.e. passported claimants are claimants on Job Seekers Allowance (Income Based), Income Support, Employment Support Allowance (Income Related ) and Pension Credit Guarantee where the Department for Work and Pensions have already verified income, has declined from 69.7% to 69.5% of the caseload during the 12 months prior to September 2016. Non-passported claimants, i.e. standard claimants, has increased from 30.3% to 30.5%. For standard claimants the local authority has to verify income details. These claimants are usually in work but income is at a level where they are eligible for a full or partial Council Tax Reduction or are pensioners with savings and other income;
- **Age:** the analysis at December 2012 suggested a slightly higher incidence of Working Age over Pensioner Age claims by number (51.5%/48.5%). By September 2014, this had increased very slightly (51.7%/48.3%) with the same pattern up to September 2015 (52.7%/47.3%). Up to September 2016 the pattern has stabilised showing a 51.9%/48.1% split;
- **Age:** the analysis of households with children claiming a Council Tax Reduction in December 2012 was 21.9% of caseload. By September 2014, this had increased to 24.2% and by September 2015 this remain relatively static at 24.1% but by September 2016 this had fallen to 23.2%;
- **Disability:** the analysis of households who receive a Council Tax Reduction where specified disability payments were received (these being – Care Component of a Disability Living Allowance (Low, Middle or High), Attendance Allowance, Support Component of Employment Support Allowance, Incapacity Benefit and Personal Independence Payments), in December 2012 this was 39.3% of caseload. By September 2014, this had decreased to 34.8%. This trend during the last 12 months has been reversed, with 37.0% of households receiving a reduction and this pattern, where specified disability payments were received continued to increase up to 39.8% of the caseload;
- **Gender:** the incidence of female single parents as at December 2012 was 92.5% (13.3% of caseload). By September 2014, this was 92.3% (14.3% of caseload) and, by September 2015, it was 92.1% (13.2% of the caseload). In September 2016, the figure stands at 91.1% (14.2% of the caseload);
- **Race:** The Office of National Statistics, in December 2012, published its March 2011 Census relating to diversity for the Isle of Anglesey. All claimants completing a Council Tax Reduction application form are asked to complete a voluntary ethnic survey. ( See Table 6 in Appendix B for a breakdown based on the voluntary survey which is compared to the March 2011 Census figures).

**3.3** For the first 6 months of 2016/17, 693 new Council Tax Reduction Scheme claimants have been processed (compared with 782 for the same period last year), with 11,006 changes in circumstances processed (compared to 8,594 for the same period last year). The average time taken to process new claims and changes in circumstances is 6.2 days in this period (for the same period last year the average time was 6.4 days).

#### **4. Review of the Current Scheme – Local Discretions**

**4.1** As the Welsh Government is not proposing to amend the Regulations, apart from financial upratings and technical amendments that are used in the Regulations, the only considerations available to the full Council to review and decide is in the area of local discretions allowed by the Regulations. Under the Regulations, the full Council has local discretion in these areas only:-

- The ability to increase the standard extended reduction period of 4 weeks given to persons after they return to work, where they have previously been receiving a council tax reduction that is to end as a result of their return to work, i.e. **“Extended Payment Period”**;

Estimated increased costs for 2017/18 associated with extending the statutory extended period ranges between £7,750 for two weeks up to £22,770 for 6 weeks beyond the standard 4 weeks. Under the previous Council Tax Benefits rules, no special provision existed to allow this and the full Council did not apply this when Council Tax Reduction was introduced. It is recommended therefore not to revise the scheme and extend the payment period for 2017/18.

- Discretion to increase the amount of War Disablement Pensions and War Widows Pensions which is to be disregarded when calculating income of the claimant, i.e. **“War Widows/Widowers”**;

The full Council already has a local scheme allowing additional disregards in this area. It is recommended that this should continue. The cost to the Council is estimated to be £21,750 in 2016/17. It is recommended, therefore, that the additional disregards applied under the current local scheme will continue unrevised for 2016/17.

- The ability to backdate the application of Council Tax Reduction with regard to late claims prior to the standard period of three months before the claim, i.e. **“Backdating of Claims”**.

The full Council has always held the view that 3 months is an adequate time period to allow backdating of Council Tax Reduction for both pensioner and working age claims. The full Council is of the view that there are sufficient support networks available to advise claimants. There is a great deal of uncertainty about the likely cost if such a local scheme was applied and it is recommended, therefore, not to revise the scheme by extending the back-dating period beyond 3 months during 2017/18.

**4.2** It should be noted that there is no additional money available from the Welsh Government to fund these discretionary elements.

**4.3** Under Appendix 1 of its Council Tax Reduction Scheme for 2016/17, the full Council details the procedure by which a new claimant can apply for a reduction under the scheme. Below is provided an analysis of the method of application used by new claimants for the Council Tax Reduction Scheme between 1 April 2016 and 30 September 2016:-

<b>Method of application</b>	<b>Number</b>	<b>Percentage(%)</b>
<b>A. Electronic based application</b>		
i. By appointment/self help at Revenues & Benefits Office, Llangefni	148	21.4
ii. By appointment/self help at Connect Môn, Llangefni (opened on 29 September 2016)	2	0.3
iii. By appointment over the telephone to Revenues & Benefits Office, Llangefni	64	9.2
iv. By appointment with approved and suitably trained partners	37	5.3
v. On-line application via web site – self help	175	25.3
vi. Department for Work and Pension input documents	47	6.8
<b>B. Paper based application</b>	1	0.1
<b>C. Method of application not known as not properly recorded</b>	219	31.6
<b>TOTAL</b>	<b>693</b>	<b>100</b>

It is also recommended that these procedures remain the same and are not revised for 2017/18 (apart from the introduction of “electronic signatures” when claiming by electronic means before the end of December 2016 and required procedural changes that must be made as Universal Credit is introduced from now onwards, for certain claimants). Staff have also been reminded to properly record, in all instances within our records, the method of application used.

## **5. Financial and Risk Implications**

**5.1** The Welsh Government’s Local Government Revenue and Capital Settlement 2017/18 is not expected until 21 December 2016 and, therefore, the Council Tax Reduction Scheme Grant to be awarded to the Council to meet the cost of its local Council Tax Reduction Scheme for 2017/18 is not yet known (at the time of writing this report). The projections below are made based on the Draft Settlement for 2017/18 which was published on 19 October 2016. Current expenditure (end of Quarter 2, 2016/17 is £5,374,694), offset by a Welsh Government Council Tax Reduction Scheme Grant of £5,099,000 for 2016/17. This gives a projected shortfall of £210k to be borne by the Authority for 2017/18. In the Council’s Draft Budget for 2017/18, £500k has been allocated to meet this cost and also additional provision costs with regard to bad debt in respect of over paid benefits.

**5.2** Two factors for 2017/18 will affect the expenditure on the scheme:-

- Between April 2016 and September 2016 there has been a caseload reduction of 1%, compared to a 1% - 2% reduction in 2015/16 and 2% - 3% reduction in 2014/15;
- Planned increase in Council Tax of 3.0% for 2017/18.

An additional uncertain factor, during 2017/18, affecting expenditure on the scheme will be the impact of the Chancellor of the Exchequer’s proposed changes at the Autumn Statement on 23 November 2016 and also, as a consequence of the Autumn Statement, whether the Welsh Government will upgrade or not financial figures with regard to their amending regulations with regard to the scheme for 2017/18.

**5.3** Having regard to the above, at best the estimated expenditure on the scheme will be £5,425,210 (assuming a 2% reduction in caseload with a 3.0% increase in Council Tax) and, at worst, an estimated expenditure at £5,535,930 (assuming no caseload reduction with a 3.0% increase in Council Tax).

**5.4** There is, therefore, an estimated expected shortfall of between £260k and £371k in grant funding which will have to be met by the Council. This is based on the full Council re-adopting the current scheme unchanged. However, the extent of the shortfall will become clearer during the budget setting process.

## **6. Legal Implications**

**6.1** The Council is obliged to make a Council Tax Reduction Scheme under the Prescribed Requirements Regulations. Although the legislation provides for a default scheme to apply in the absence of the Council making a scheme, the Council is, nevertheless, under a statutory duty to adopt its own scheme, even if it chooses not to apply any of the discretionary elements.

## 7. Equalities Implications

7.1 The Welsh Government has compiled an equalities impact assessment following its consultation for the original 2012 Regulations. A local equalities impact assessment has been carried out on behalf of the Council in joint arrangements across Wales also with regard to the 2012 Regulations (December 2012, published March 2013) and this was updated as at September 2014, September 2015 and is further updated as at September 2016 as detailed in **Appendix B**.

## 8. Welsh Language Implications

8.1 The Welsh Assembly's main regulations and amending regulations are bilingual. The Council's own Scheme is bilingual and the claiming form, whether by electronic means or by using paper, is also bilingual. Our approved partners are encouraged to provide a bilingual service and our claimant self-service is fully bilingual. The over the telephone claiming service or by appointment with staff is also fully bilingual.

8.2 All Council Tax Award Notices are bilingual and the service can speak and communicate with customers in the language of their choice. Despite this, the software administering the Scheme is only in English (there is no other market choice). The correspondence and communication between the Council and the Department for Work and Pensions is normally in English only, but application forms through the medium of Welsh are available from the Department for Work and Pensions.

## 9. Well-being of Future Generations (Wales) Act 2015

9.1 In the drafting of the Council Tax Reduction Scheme for 2017/18, the Well-being of Future Generations (Wales) Act 2015 was taken into consideration and how the Scheme supports the well-being goals. The purpose of the Council Tax Reduction Scheme is to give the ability for working age people and pensioners on low income to meet their Council Tax costs. Under the Scheme, additional help is provided to pensioners and disabled people by disregarding a higher level of income and, also, setting the level of income upon which pensioners and disabled people are to live on, before reduced amounts are paid in the form of reductions, at a higher level than for working age people. This aligns with one of the main aims of welfare reform, it is more advantageous to be in work than out of work.

9.2 The Scheme also gives an additional reduction with regard to customers who receive war disablement pension and war widows/ers pension.

9.3 The Scheme contributes to the well-being goals of a prosperous Wales, a healthier Wales, a more equal Wales, and a Wales of cohesive communities.

## 10. Background Documents

The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 No. 3029 (W.301)

The Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2017 **No ???? (W???)**

The Wales Council Tax Reduction Scheme: Comparisons within Wales of Protected Characteristics and incidence of Vulnerability March 2013 – Simon Horsington and Associates Ltd, 2013 and as updated September 2014, September 2015 and September 2016.

## **11. Recommendation**

- That the full Council does not revise or replace its current Council Tax Reduction Scheme with another scheme;
- That the full Council formally adopts the current Council Tax Reduction Scheme for the financial year 2017/18 (**see Appendix A**);
- That the full Council in its meeting provides authority to the Head of Function (Resources) (Section 151) to make administrative arrangements so that all annual changes for uprating of financial figures or technical revisions in any amending regulation or regulations are reflected in the Council's Council Tax Reduction Scheme and for each subsequent year.

**GERAINT JONES**  
**REVENUES AND BENEFITS SERVICE MANAGER**

**26 OCTOBER 2016**



# **Isle of Anglesey County Council**

## **Council Tax Reduction Scheme 2017/18**

### **Prescribed Scheme for Pensioner and Non Pensioner Claimants**

## Introduction

Since 1 April 2013, Council Tax Benefit as a method of supporting low income households with their Council Tax was abolished. It was replaced by a Council Tax Reduction Scheme.

On 19 December 2012, the Welsh Government made regulations to introduce a national scheme for Wales, “The Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations 2012 No. 3144 (W.316)” (**Prescribed Regulations**) and “The Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2012 No. 3145 (W.317)” (**Default Regulations**). Further amending regulations were passed by the Welsh Government on 22 January 2013 “The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme)(Wales)(Amendment) Regulations 2013 (**Amending Regulations**).

The Prescribed Regulations contained a sunset clause. As a result of this clause, the above mentioned regulations only applied to the 2013/2014 financial year. This clause required the regulations to be reviewed and a new set brought forward by 1 January 2014 by Welsh Ministers. If new regulations were not brought forward by this date, there would be no provision for Council Tax Reduction Schemes to be implemented in Wales after 31 March 2014.

On 26 November 2013, the Welsh Assembly approved two new sets of regulations: “The Council Tax Reduction Schemes (Default Schemes)(Wales) Regulations 2013” (**the Default Scheme Regulations**) and “The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 not (**the Prescribed Requirements Regulations**) – these can be accessed:-

### Default Scheme Regulations

<http://www.legislation.gov.uk/wsi/2013/3035/contents/made>

### Prescribed Requirements Regulations

<http://www.legislation.gov.uk/wsi/2013/3029/contents/made>

### Amending Regulations

On **?? January 2017**, a further set of amending regulations, to mainly uprate the financial figures in line with the cost of living increases and address a number of minor technical points, were approved by the National Assembly for Wales - the “Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2016” (**Amending Regulations**). These can be accessed:

<http://www.legislation.gov.uk/wsi/2017/??/contents/made>

These regulations therefore prescribe the main features of the scheme to be adopted by all Councils in Wales. An obligation, therefore, remains upon the Isle of Anglesey County Council to adopt a scheme. The Isle of Anglesey County Council is required to adopt a Council Tax Reduction Scheme by 31 January 2017 for 2017/18 onwards.

The Isle of Anglesey County Council’s Local Council Tax Reduction Scheme will be based on the Welsh Government’s Prescribed Requirements Regulations (as amended). These Prescribed Requirements Regulations also permit the Isle of Anglesey County Council to adopt a scheme which incorporates a limited range of discretionary elements to provide further support for Council Tax. Where the Isle of Anglesey County Council has adopted additional discretionary elements, these discretionary elements are set out within this document.

If the Isle of Anglesey County Council fails to make a scheme by 31 January 2017, then the default scheme shall apply under the provisions of the Default Scheme Regulations. The Isle of Anglesey County Council can, however, only apply discretion if it adopts its own scheme under the Prescribed Requirements Regulations.



## **Local Council Tax Reduction Scheme Requirements**

The full Council of the Isle of Anglesey County Council approved its Local Council Tax Reduction Scheme on 15 December 2016 relating to the year beginning 1 April 2017. It specifies, in accordance with the Prescribed Requirements Regulations:–

- Classes of persons who are entitled or not entitled to a reduction
- The reductions which persons in each class are to be entitled
- Scheme procedural requirements:-
  1. the procedure by which a person may apply for a reduction under the scheme.
  2. the procedure by which a person may appeal against a decision of an authority with respect to a person's entitlement to a reduction under the scheme or the amount of any reduction to which the person is entitled.
  3. the procedure by which a person may apply to an authority for a reduction under section 13A(1)(c) of the Local Government Finance Act 1992.

## **Isle of Anglesey County Council's Local Council Tax Reduction Scheme**

The Isle of Anglesey County Council formally adopted its Local Council Tax Reduction Scheme based on requirements as detailed in the Welsh Government's "The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 No.3029 (W.301) "(Prescribed Requirements Regulations) and the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2017 **No.?? (W.?6)**" (Amending Regulations). The Prescribed Requirements Regulations and amending regulation can be accessed at:-

<http://www.legislation.gov.uk/wsi/2013/3029/contents/made>

<http://www.legislation.gov.uk/wsi/2017/??/contents/made>

In summary:-

### **Part 1 of the Prescribed Requirements Regulations:-**

Contain introductory provisions and definitions of key words and phrases used in this scheme.

### **Part 2 of the Prescribed Requirements Regulations: scheme requirements in relation to billing authorities in Wales (as amended by Amending Regulations)**

What the scheme adopted by the Isle of Anglesey County Council must include – classes of persons, reductions and scheme procedural requirements.

### **Part 3 of the Prescribed Requirements Regulations: Classes of persons entitled to a reduction under this scheme (as amended by Amending Regulations)**

**Pensioners** who fall within Classes A to B.

**Non-pensioners** who fall within Classes C to D.

### **Part 4 of the Prescribed Requirements Regulations: Classes of persons who must not be included under this scheme (as amended by Amending Regulations)**

Classes of persons prescribed to be excluded from this scheme, including persons treated as not being in Great Britain and persons subject to immigration control.

Persons whose capital exceeds £16,000.

Persons who are absent for a period from a dwelling.

Persons who are students.

### **Part 5 and Schedules 1 to 5 of the Prescribed Requirements Regulations: matters that must be included in this scheme in relation to pensioners (as amended by Amending Regulations)**

Schedules 1 to 5 set out the rules relevant to determine the eligibility of pensioners for a reduction and the amount of reduction under this scheme and the amount of maximum Council Tax Reduction under this scheme. They also set out how income and capital for pensioners is treated in calculating eligibility for a reduction under this scheme.

**Part 5 and Schedules 6 to 10 of the Prescribed Requirements Regulations: matters that must be included in this scheme in relation to non-pensioners (as amended by Amending Regulations)**

Schedules 6 to 10 set out the rules relevant to determine the eligibility of non-pensioners for a reduction and the amount of reduction under this scheme and the amount of maximum Council Tax Reduction under this scheme. They also set out how income and capital for non-pensioners is treated in calculating eligibility for a reduction under this scheme, including in cases where a non-pensioner or partner has been awarded universal credit.

**Schedule 11 of the Prescribed Requirements Regulations (as amended by Amending Regulations)**

This provides for the application of this scheme to students.

**Part 5 and Schedules 12 to 14 of the Prescribed Requirements Regulations: matters that must be included in this scheme in respect of all applicants i.e. pensioner and non-pensioner (as amended by Amending Regulations)**

Schedule 12 concerns procedural matters that must be included in this scheme. It describes the procedure by which a person can apply for a reduction in Council Tax under this scheme. Appendix 1 of this scheme provides details of how a person can apply to the Isle of Anglesey County Council for a reduction in Council Tax.

Schedule 12 also describes how a person may make an appeal against certain decisions of the Isle of Anglesey County Council under this scheme.

As the Isle of Anglesey County Council uses electronic communication in connection with making an application and award of a reduction, Schedule 12 details matters that must be included under this scheme.

Schedules 13 and 14 describes who may make an application under this scheme, the date on which an application is made, backdating of applications for pensioners and non-pensioners, amendment and withdrawal of applications and evidence and information required with the application. Schedules 13 and 14 also provide the requirements under this scheme for the information required to be provided by the Isle of Anglesey County Council when notifying the applicant of the decision and what must be included in the decision notice.

**Part 6 of the Prescribed Requirements Regulations (as amended by Amending Regulations)**

Set out the transitional provisions that will apply to persons who are in receipt of, or who have made an application for, a reduction under existing reduction schemes, when the new schemes come into operation.

**Discretionary elements agreed by the Isle of Anglesey County Council to provide Council Tax support in addition to the statutory requirements detailed in the Prescribed Requirements Regulations adopted by the Council**

The Isle of Anglesey County Council has decided to adopt a Local War Disablement Pension and War Widow's or Widower's Pension Discretionary Scheme. This is detailed in Appendix 2 which provides the elements of such pensions that will be disregarded as income. This is additional Council Tax support to that statutorily required in the Prescribed Regulations.

This will be the only local discretion applied by the Isle of Anglesey County Council under its Local Council Tax Reduction Scheme.

**Details the following procedure by which a person can apply for a reduction under the scheme**

All persons must apply for a Council Tax Reduction, unless further Welsh Government regulations state otherwise. This will be an electronic or a paper Council Tax Reduction Application Form delivered to the following designated offices:-

**A.** An electronic application can be made by the following methods:-

- i. By appointment to attend to complete the form at Connect Môn, Council Offices, Llangefni, LL77 7TW (Telephone 01248 755869/70/72/73/74/75/76/77/78/79) or for vulnerable clients to attend at their home to complete the application form (Telephone 01248 752658/752226).
- ii. By appointment to complete the form over the telephone to the Revenues and Benefits Section Offices, Resources Function, Council Offices, Llangefni, LL77 7TW (Telephone 01248 752658/752226).
- iii. By appointment to complete the form by approved and suitably trained “partner” organisations. These are currently –
  - J E O’Toole Centre, Trearddur Square, Holyhead, LL65 1NB (Telephone 01407 760208);
  - any Citizens Advice Bureaux office on the Island (Telephone 01248 722652);
  - Isle of Anglesey County Council Housing Support at Trearddur Square, Holyhead, LL65 1NB (Telephone 01407 765912) and Housing Customer Services, Council Offices, Llangefni (Telephone 01248 752200); and
  - Digartref Ynys Môn offices, Holyhead (Telephone 01407 765557)

The Authority, during the year, may add to its list of approved and suitably trained “partners”.

- iv. Electronically via the Isle of Anglesey County Council’s web site - <http://www.anglesey.gov.uk/advice-and-benefits/benefits-and-welfare-rights/housing-benefit-and-council-tax-reduction-online-application/> or at the self – service point within:-
  - Connect Môn, Council Offices, Llangefni, LL77 7TW (Telephone 01248 755869/70/72/73/74/75/76/77/78/79);
  - Llanfaes Community Centre, Hampton Way, Beaumaris, LL58 8LG (Telephone 01248 812986);
  - Iorwerth Rowlands Centre, Steeple Lane, Beaumaris, LL58 8AE (Telephone 01248 811508);
  - Amlwch Library, Lôn Parys, Amlwch, LL68 9EA (Telephone 01407 830145);
  - Newborough Library, Prichard Jones Hall, Newborough, Llanfaipwllgwyngyll LL61 6SY (Telephone 01248 440770);
  - J E O’Toole Centre, Trearddur Square, Holyhead, LL65 1NB (Telephone 01407 760208);
  - Gwelfor Community Centre, Ffordd Tudur, Morawelon, Holyhead, LL65 2DH (Telephone 01407 763518).

- v. Department for Work and Pension Local Authority Input Document (LAID) and Local Authority Customer Information (LACI) where they declare an intention to claim a Council Tax Reduction.
- vi. The following Universal Credit forms in electronic format from the Department for Work and Pensions where they declare an intention to claim a Council Tax Reduction:
  - LCTR2 – Local Council Tax Reduction Proforma
  - LCTR3 – Local Council Tax Reduction Proforma
- vii. Electronically in some other format as the Isle of Anglesey County Council may decide in the future.

**B.** A paper application can be made by the following methods:-

- i. By approved application form received by the Isle of Anglesey Resources Function, Revenues and Benefits Section at its designated offices at Council Offices, Llangejni, LL77 7TW or the Benefits Office, Room 3, 2<sup>nd</sup> Floor, Town Hall, Newry Street, Holyhead, LL65 1HU.
- ii. The following Universal Credit forms from the Department for Work and Pensions where they declare an intention to claim a Council Tax Reduction:-
  - LCTR2 – Local Council Tax Reduction Proforma
  - LCTR3 – Local Council Tax Reduction Proforma

**LOCAL SCHEME – WAR PENSION DISREGARDS**  
**Schedule 4, Regulation 30 – Pensioners**  
**Schedule 9, Regulation 31 – Non Pensioners**

INDIVIDUAL ELEMENTS	INCOME DISREGARDED
War Disablement Pension	Yes (£10 statutory, 100% Local)
War Widows or War Widower's Pension	Yes (£10 statutory, 100% Local)
War Widow Pension (Pre 1973 – SPAL)	Yes (2017/18) 100% statutory, £???.?? subject to annual uprating*
Unemployability Supplement	No
Additional Allowance for Wife (paid with Unemployability Supplement)	No
Constant Attendance Allowance	Yes (statutory)
Invalidity Allowance	No
Comforts Allowance	No
Age Allowance	No
Allowance for Lower Standard of Occupation	No
War Pensioners Mobility Supplement	Yes (statutory)
Exceptionally Severe Disablement Allowance	Yes (statutory)
Severe Disablement Occupational Allowance	Yes (statutory)
Child Allowance	No

\* this is set by the Naval, Military and Air forces etc. "Disablement and Death" Service Pension Order 2006. Uprating for 2017/18 has not yet been received.

**APPENDIX B**

**Table 1: Caseload 30 September 2016**

Description	Number	Percentage	Value	Percentage
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
<b>Percentage Awarded</b>				
Council Tax Reduction full awards i.e. 100%	4,882	78.1%	£4,484,060	83.4%
Council Tax Reduction partial awards i.e. less than 100%	1,370	21.9%	£890,634	16.6%
<b>Claim Type</b>				
Passported* claims	4,343	69.5%	£3,957,744	73.6%
Non passported claims i.e. Standard Claims	1,909	30.5%	£1,416,950	26.4%
<b>Council Tax Bands</b>				
Band A (Disabled reduction)	8	0.1%	£5,366	0.1%
Band A	1,991	31.8%	£1,402,766	26.1%
Band B	1,993	31.9%	£1,608,118	29.9%
Band C	1,113	17.8%	£1,024,399	19.1%
Band D	687	11.0%	£712,895	13.3%
Band E	338	5.4%	£428,568	8.0%
Band F	105	1.7%	£163,289	3.0%
Band G	16	0.3%	£27,299	0.5%
Band H	1	0.0%	£1,994	0.0%
Band I	0	0.0%	£0	0.0%
<b>Local town and community areas</b>				
Holyhead	1,712	27.4%	£1,332,515	24.8%
Llangefni	543	8.7%	£447,673	8.3%
Amlwch	485	7.8%	£416,873	7.8%
Menai Bridge	220	3.5%	£195,470	3.6%
Llanfair Mathafarn Eithaf	217	3.5%	£214,187	4.0%
Rhosyr	204	3.3%	£180,442	3.6%
Valley	178	2.9%	£144,476	2.7%
Beaumaris	176	2.8%	£156,812	2.9%
Llanfairpwll	153	2.5%	£135,688	2.5%
Llanfair yn Neubwll	141	2.3%	£116,347	2.2%
Llanbadrig	138	2.2%	£121,739	2.3%
Llanfaelog	137	2.2%	£124,381	2.3%
Llanerchymedd	130	2.1%	£111,567	2.0%
Llanfihangel Esceifiog	106	1.7%	£98,258	1.8%
Bodedern	103	1.7%	£92,551	1.7%
Mechell	101	1.6%	£95,282	1.8%
Llangoed	100	1.6%	£89,910	1.7%
Llanidan	100	1.6%	£83,799	1.6%
Trewalchmai	95	1.5%	£82,689	1.5%
Pentraeth	94	1.5%	£83,408	1.5%
Bodorgan	91	1.4%	£75,449	1.4%
Llaneilian	90	1.4%	£86,247	1.6%
Cwm Cadnant	80	1.3%	£76,070	1.4%
Moelfre	80	1.3%	£67,357	1.3%
Rhosybol	79	1.3%	£73,839	1.4%
Bodffordd	76	1.2%	£67,107	1.3%
Aberffraw	72	1.2%	£56,830	1.0%
Bryngwran	66	1.0%	£55,897	1.0%
Llangristiolus and Cerrigceinwen	61	1.0%	£67,609	1.3%
Llanddaniel	53	0.8%	£46,911	0.9%
Cylch y Garn	52	0.8%	£52,531	1.0%

Description	Number	Percentage	Value	Percentage
<b>Local precepting areas (continued)</b>				
Tref Alaw	50	0.8%	£53,538	1.0%
Llanddona	50	0.8%	£48,974	0.9%
Trearddur	48	0.7%	£55,390	1.0%
Llanfaethlu	43	0.7%	£40,372	0.7%
Llanddyfnan	42	0.7%	£44,988	0.8%
Llanfachraeth	37	0.6%	£34,216	0.6%
Rhoscolyn	22	0.3%	£23,970	0.4%
Penmynydd	18	0.2%	£16,206	0.3%
Llaneugrad	9	0.1%	£7,126	0.1%

\* Passported claims are Job Seekers Allowance (Income Based), Income Support, Employment Support Allowance (Income Related ) and Pension Credit Guarantee where the Department for Work and Pensions have already verified income.

**Table 2: Age - Working and Pension Claims 30 September 2016**

Description	Number	Percentage	Value	Percentage
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
<b>Age Group</b>				
Working Age	3,247	51.9%	£2,687,511	50.0%
Pensioner Age	3,005	48.1%	£2,687,183	50.0%
<b>Passported claims* by Age Group</b>				
Working Age	2,328	37.3%	£2,038,896	37.9%
Pensioner Age	2,015	32.2%	£1,918,848	35.7%
<b>Non Passported i.e. standard claims by Age Group</b>				
Working Age	972	15.5%	£703,400	13.1%
Pensioner Age	937	15.0%	£713,550	13.3%
<b>Household Composition by Age Group - Couple</b>				
Working Age	767	12.3%	£770,904	14.3%
Pensioner Age	837	13.4%	£892,408	16.7%
<b>Household Composition by Age Group - Single</b>				
Working Age	2,462	39.3%	£1,902,339	35.4%
Pensioner Age	2,186	35.0%	£1,809,043	33.6%

\* Passported claims are Job Seekers Allowance (Income Based), Income Support, Employment support Allowance (Income Related ) and Pension Credit Guarantee where the Department for Work and Pensions have already verified income.



**Table 3: Age – Households with responsibility for Children 30 September 2016**

Description	Number	Percentage	Value	Percentage
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
<b>Household Composition - status</b>				
Couple	1,604	25.7%	£1,663,312	31.0%
Single	4,648	74.3%	£3,711,382	69.0%
<b>Household Composition - children</b>				
<b>No children</b>	<b>4,803</b>	<b>76.8%</b>	<b>£4,143,063</b>	<b>77.1%</b>
1 child	644	10.3%	£523,583	9.7%
2 children	441	7.1%	£372,339	6.9%
3 children	232	3.7%	£210,387	3.9%
4 children	89	1.4%	£79,358	1.5%
5 children	26	0.4%	£26,110	0.5%
6 children	9	0.1%	£10,104	0.2%
7 children	4	0.1%	£4,922	0.1%
8 children	1	0.0%	£1,190	0.0%
9 children	3	0.1%	£3,638	0.1%
<b>Couples with children</b>				
Working Age	468	7.5%	£457,907	8.5%
Pensioner Age	17	0.3%	£19,253	0.3%
<b>Single with children</b>				
Working Age	941	15.0%	£732,241	13.5%
Pensioner Age	23	0.4%	£22,230	0.4%
<b>Couples with children under 5 years old</b>				
Working Age	228	3.7%	£219,162	4.1%
Pensioner Age	1	0.0%	£1,041	0.0%
<b>Single with children under 5 years old</b>				
Working Age	402	6.4%	£313,312	5.8%
Pensioner Age	1	0.0%	£1,075	0.0%

**Table 4: Households in which specified disability payments\* received 30 September 2016**

Description	Number	Percentage	Value	Percentage
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
<b>Household Composition by age group</b>				
Working Age	1,177	18.8%	£1,064,347	19.8%
Pensioner Age	1,314	21.0%	£1,230,859	22.9%

\* Care Component of a Disability Living Allowance (Low, Middle or High), Attendance Allowance, Support Component of Employment Support Allowance, Incapacity Benefit and Personal Independence Payments

**Table 5: Analysis of protected characteristics: Gender, Single Parents 30 September 2016**

Description	Number	Percentage	Value	Percentage
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
<b>Single Parents Household - Female</b>				
Working Age	878	14.0%	£677,074	12.5%
Pensioner Age	12	0.2%	£11,291	0.2%
<b>Single Parents Household - Male</b>				
Working Age	66	1.1%	£58,369	1.1%
Pensioner Age	8	0.1%	£7,737	0.1%

**Table 6: Ethnic Background Isle of Anglesey 30 September 2016**

<b>Ethnic Origin</b>	<b>March 2011 Census</b>	<b>Council Tax Reduction Scheme September 2016</b>
White British	96.6%	90.2%
White other	1.7%	8.2%
Mixed heritage	0.8%	0.5%
Asian (All)	0.7%	0.3%
Black (All)	0.1%	0.8%
Other (All)	0.3%	0.0%

**Table 7: Additional Council Tax Reduction Awarded under local discretionary scheme 30 September 2016**

<b>Description</b>	<b>Number</b>	<b>Percentage</b>	<b>Value</b>	<b>Percentage</b>
<b>Total Council Tax Reduction awarded</b>	<b>6,252</b>	<b>100%</b>	<b>£5,374,694</b>	<b>100%</b>
War Widows (Pre 1973)	3	0.1%	£2,766	0.1%
War Disablement Pension	21	0.3%	£18,986	0.4%

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>CORPORATE SCRUTINY &amp; EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>21<sup>st</sup> &amp; 28<sup>th</sup> NOVEMBER 2016</b>
<b>SUBJECT:</b>	<b>SCORECARD MONITORING REPORT - QUARTER 2 (2016/17)</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR ALWYN ROWLANDS</b>
<b>HEAD OF SERVICE:</b>	<b>SCOTT ROWLEY</b>
<b>REPORT AUTHOR:</b> TEL: E-MAIL:	<b>GETHIN MORGAN</b> 01248 752111 <a href="mailto:GethinMorgan@anglesey.gov.uk">GethinMorgan@anglesey.gov.uk</a>
<b>LOCAL MEMBERS:</b>	<b>n/a</b>

<b>A - Recommendation/s and reason/s</b>	
<b>1.1</b>	This is the second scorecard of the financial year 2016/17.
<b>1.2</b>	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 Q2.
<b>1.3</b>	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 – <ul style="list-style-type: none"> <li><b>1.3.1</b> Underperformance (red or amber indicators on the scorecard) is recognised and appropriate measures put in place for improvement</li> <li><b>1.3.2</b> <i>To continue with the regular service sickness challenge panels to keep a focus on improving our sickness management figures</i></li> <li><b>1.3.3</b> <i>The Wales Audit Office work related to sickness is reported through to the Executive once received. Best practise and proposed further improvements based on national best practice should then be adopted.</i></li> <li><b>1.3.4</b> <i>An overall view and detailed appreciation of Children’s &amp; Learning indicators are analysed further to ensure improved</i></li> </ul>

*performance is gained and adherence to corporate policies accomplished.*

**1.3.5** *From the scorecard reporting on financial issues and the in-depth analysis provided by the Q2 revenue and capital reports (considered at this meeting), the SLT and Executive will continue to manage the financial position of the Authority accordingly.*

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

**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? say?**

**What did they say?**

1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	This was considered by the SLT at their meeting on the 15th of September and their comments are reflected in the report
2	<b>Finance / Section 151</b> (mandatory)	No comment
3	<b>Legal / Monitoring Officer</b> (mandatory)	No comment
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	

**E - Risks and any mitigation (if relevant)**

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

**F - Appendices:**

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

- 2016/17 Scorecard monitoring report - Quarter 1 (as presented to, and accepted by, the Executive Committee in September 2016).

DRAFT

## **SCORECARD MONITORING REPORT – QUARTER 1 (2016/17)**

### **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 is drafted to be published by end of October, which demonstrates progress or not (as the case may be).
- 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 via a workshop on the 28<sup>th</sup> July, 2016 with the Senior Leadership Team, the Executive and Shadow Executive.
- 1.4 The scorecard (Appendix 1) portrays the current end of Q2 position and will be considered further by the Corporate Scrutiny Committee and the Executive during November.

### **2. CONSIDERATIONS**

- 2.1 This is the fourth year of collating and reporting performance indicators in a co-ordinated manner. The Council is 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 It is important to note that the formulation of this year's scorecard requested –
  - further trend analysis
  - look back at previous year's performance
  - acknowledgement of specific indicators in relation to the quartile positioning
  - a new RAG status to include yellow (Red – greater than 10% behind target, Amber – 5 to 10% behind target, Yellow – 0 to 5% behind target, Green on target)

This assists the quarterly analysis and enables performance to be considered using a number of different comparator elements.

### **2.3 PERFORMANCE MANAGEMENT**

- 2.3.1 The scorecard for Performance Management shows performance against indicators outlined and requested by the Senior Leadership Team, Executive and Shadow Executive.

**2.3.2** At the end of Q2 it is encouraging to note that the majority of indicators are performing well against their targets but we note that 5 indicators are underperforming as Amber or Red against their annual target for the year.

**2.3.3** Three indicators within Adult Services show an underperformance after targets were agreed in Q1 –

- (i) 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. Q2 – 82.3% Target – 93%. This performance is better than that of Q2 in 2015/16, however it is still some way off the target.

There has been a positive impact on this PI since 15/16, and continued improvement is likely due to increased capacity of Social Workers to do assessments and review assessments as and when required. Therefore the department is confident that the target will be met by Q4.

**Mitigation** - to improve these standards for Q3 the Social Workers will catch-up on assessments that were due and complete new assessments and reviews in the next 6 months. This will be done due to the increase in capacity of Social Workers to undertake assessments as well as the care team which currently undertake the assessments.

- (ii) PM18 - The percentage of adult protection enquiries completed within statutory timescales. Q2 – 79.37%, Target – 90%. This PI is new for 2016/17 and therefore the target could be seen as ambitious, however the current position is some way below what the service would like to achieve.

**Mitigation** - Partner agencies' investigation timings currently having negative impact on our timescales and PI. This matter is and will continue to be raised in the strategic group meetings taken place between Gwynedd and Môn in order to resolve and lessen timeframe issues.

- (iii) PM19 - The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over. Q2 - 4.6 Target - 1.5. Like the above PI this is a new indicator and the target is an ambitious one. A lack of domiciliary care capacity is having a negative impact on this PI.

**Mitigation** - A transformational plan is underway to secure more capacity by April 2017. Additional trouble arises from a lack of EMI nursing care beds, however the service have a close relationship with the Health Board and all that can be done currently is being done.

**2.3.4** Two of those indicators exist within Childrens Services continue to show an underperformance from Q1 as follows –

- (i) SCC/025 – the % of statutory visits to looked after children due in the year that took place in accordance with regulations Q2 – 82.84% Target – 100, RED. This compares with a performance of 90.52% for the same time period of 2015/16. This indicator was also discussed in the Q1 Scorecard report and there has been a very slight improvement in Q2 compared to Q1.

From an excellent level 15 months ago, this Pi has seen a steady deterioration, due to the significant increase in the numbers of looked after children. This deterioration has now ceased following the mitigation identified at end of Q1, and the service now foresees improvement into the future.

**Mitigation** - to improve these standards further for Q3 the following will be acted upon–

- An increase in the capacity of social workers and a tracker system will continue to be used weekly, together with a new management system devised to ensure visits are completed when staff are on leave or there are sickness absences.
- (ii) PM32 - The % of looked after children who have experienced (1) or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the year to 31 March. Q2 – 10.84%, AMBER.

Although this continues to be high after 6 months, the reasons for moving school are as part of long term planning for the children e.g. adoption, therapeutic placements; or an individual child's wish to move school and therefore no mitigation is required.

**2.3.5** There was agreement at the workshop noted above in 1.3 that officers re-evaluate the Education Performance indicators that can be included on the current year's Scorecard to include PI's which can be monitored regularly throughout the year. This piece of work has been undertaken during Q2 and is portrayed in Scorecard (indicators 11 to 18). Whilst 4 of the indicators are annual indicators (indicators 15 to 18) they are deemed to be the most suitable for the scorecard. The remaining 4 indicators (11 to 14 on scorecard) will be reported termly by the service (September to December in the Q3 Scorecard, January to Easter in the Q4 Scorecard, April to July in Q1 2017/18).

**2.3.6** The remaining indicators reported for Q2 are all currently ragged **GREEN** or **YELLOW** within the performance management section.

**2.3.7** The SLT recommended in the Q1 report that targets were re-evaluated during Q2. This work has been undertaken where required and the new targets are now in place on the Scorecard. The following indicators changed their targets during this process:

- **Highways, Waste and Property** – Indicators 26 to 28 on the scorecard
  - 26) STS/006: The percentage of reported fly tipping incidents cleared within 5 working days – Original Target 94%, Revised Target 96.7%
  - 27) WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled – Original Target 58%, Revised Target 60%
  - 28) WMT/004b: The percentage of municipal waste sent to landfill – Original Target 40%, Revised Target 22%
- **Regulation and Economic Development** – Indicator 30 on the scorecard
  - 30) No. of attendances (young people) at sports development / outreach activity programmes – Original Target 70k, Revised Target 85k

**2.3.8** During this financial year, the scorecard report will now provide an update on the progress of programmes/projects within the Authority. The information related to this can be gleaned from attachment 2. A brief update on some programmes / projects are as follows:



- 2.3.10.1** *School modernisation* – Building work is commencing on Ysgol Cybi, however the building work has slipped by a month to May 2017. This slippage currently will not affect the opening of the school in September 2017. Ysgol Rhyd y Llan has also seen the building work slip behind schedule to July 2017, however it also continues to be on track to open in September 2017. A site has now been identified in the Bro Aberffraw area in Newborough. Exploration surveys on the chosen site have been undertaken during Q2. Llangefni area has now been added to Band A and an informal consultation on the area is currently underway.
- 2.3.10.2** *Adult Social Care Programme* – The programme has now been amended to reflect the changing strategy and new arrangements are being established to drive delivery. Ty Glas Housing Society, in conjunction with the Council, have begun work on clearing the Ysgol y Bont site in Q2 ready for the construction of the Extra Care Housing Facility, Hafan Cefni.
- 2.3.10.3** *Library, Culture and Youth Transformation Programme* – The Library project now has a new timetable in place. The library strategy will now be discussed with the Executive in Q4 and go out to consultation following the elections in May 2017. The Youth Service consulted with young people on the future of the service in a Youth Conference organised by the service at the end of Q2. Their feedback will be part of the final options which is due to go back to the executive in Q3 for a decision on the future of the service. The Culture service invited organisations, businesses and individuals to come forward once again at the end of Q2 with ideas on the future running of some of our heritage sites. Any responses will be discussed and considered further during Q3.
- 2.3.10.4** *Leisure Transformation Project* – new classes and direct debit payment options have been made available to customers and the packages have resulted in an increase in direct debit payments received by the service. Income is behind target, the service believes a loss of circa £50k was lost due to the closure of Holyhead Swimming Pool over the summer, and therefore the service is unlikely to catch up by the end of the financial year. An online payment option for customers is currently scheduled to be launched during Q4.
- 2.3.10.5** *Smarter Working Project* – The project is currently on track to be completed during Q3. Staff from Planning have all been moved into the Head Office during Q2. The final moves will take place during Q3 where the remaining staff in the Rovacabin and Childrens Services staff in from Shire Hall will be moved into the Main Offices. The remodelling of the reception has been completed and Cyswllt Môn was opened at the end of Q2 to the public. An upgrade to the door access system to a new modern and reliable design has also been completed during November.
- 2.3.10.5** Appendix 2 shows the whole programme of work which the two Corporate Transformation Programme Boards are overseeing. Whilst some of the programmes / projects are ragged as RED it is important to state that the issues highlighted are being managed and tracked accordingly via the Boards which meet on a two monthly basis.

## **2.4 PEOPLE MANAGEMENT**

- 2.4.1** With regard to People Management, it is noted that the performance of the Council's sickness rates (*indicator 3 on scorecard under people management*) at the end of Q2 shows a slight improvement (4.89 Days Sick per FTE) when compared with last year (5.33 Days Sick per FTE). However, the figures reported in this years' sickness statistics do not include days off sick due to bereavements (414 Days). If we were to include bereavements in the calculation we would still see a slight improvement (5.02 Days per FTE). This change in the calculation has been made to meet the guidance provided by Data Unit Wales in the national performance indicator.
- 2.4.2** This indicates that the projected end of year sickness level (if the trend was to continue in a similar manner to the past two years of, i.e. higher sickness results in Q3 & Q4 than in Q1 & Q2) would equate to 11.28 days per FTE (Table 1)

### Sickness absence - average working days/shifts lost

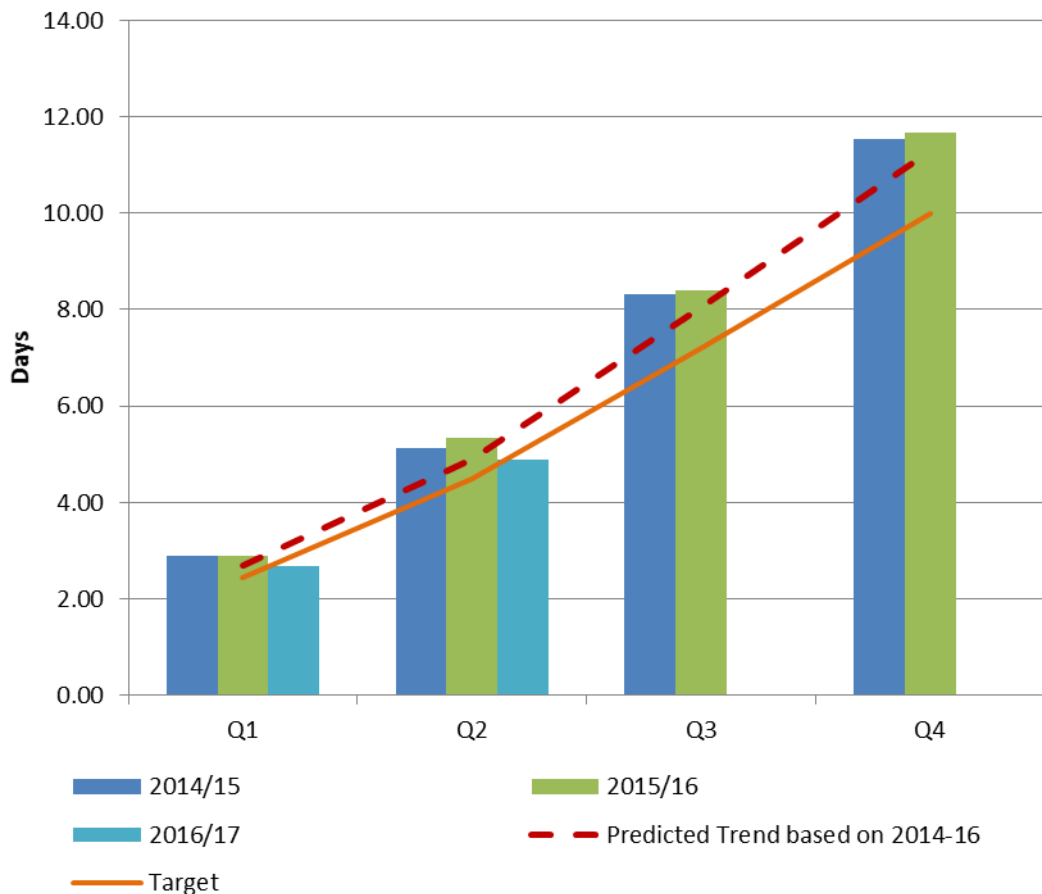


Table 1

- 2.4.3** Service Performance against these targets for Q2 indicate that 5 Services are RED or AMBER compared to their targets for the quarter:
- Adult Services – AMBER - 6.70 Days Sick per FTE (Target 6.13)
  - Childrens Services – RED - 8.21 Days Sick per FTE (Target 4.65)
  - Highways, Waste and Property – AMBER – 5.28 Days Sick per FTE (Target of 4.89)
  - Learning – RED – 4.62 Days Sick per FTE (Target of 4.17)

- Corporate Transformation – RED – 3.64 Days Sick per FTE (Target 3.23)

**2.4.4** One of the main reasons for not achieving our corporate target for 2015/16 was due to an increase in our Long Term Sickness rates which equated to 58% of the total sickness days lost. In this respect, Q2 has seen a significant improvement in comparison with Q2 2015/16, 3100 days sick compared to 3700 days sick respectively (See table 2 below).

### LONG TERM SICK DAYS

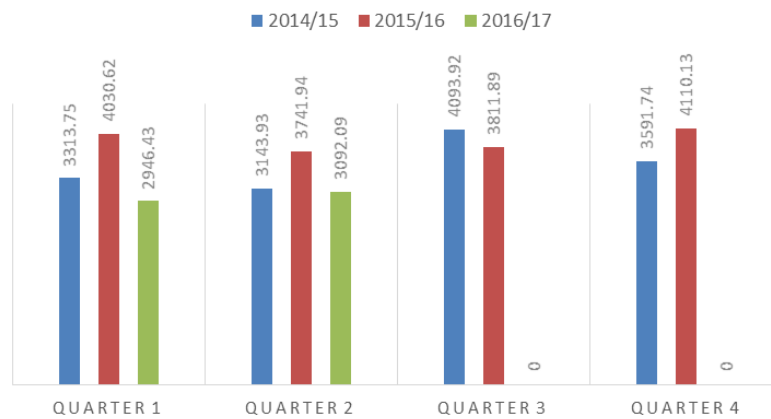


Table 2

**2.4.5** Long Term sickness equated to 55% of our total sickness for Q2 compared to 63% over the same period for 2015/16. A continued drive and need to decrease long term figures is seen as essential to improve our year on year forecast.

**2.4.6** With regards to short term sickness our year on year comparison doesn't show the same improvement. Indeed, for the first 6 months of the year (cumulative total) our short term sickness days per FTE has declined from the same period last year by 292 days. There continues to be a drive to decrease short term sickness rates however, and this drive can be seen in Q2 where there was an improvement of 120 days on the same period last year (Table 3).

### SHORT TERM SICK DAYS

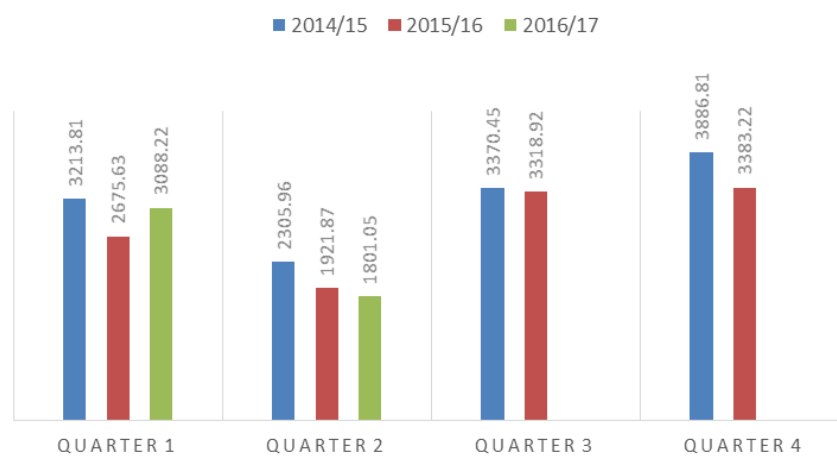


Table 3

**2.4.7** 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 includes the undertaking of return to work interviews and Attendance Review Meetings (*indicators 7 & 8 on scorecard*).

**2.4.8** The Council continues to embed this working practice across its services but during Q2 the Return to Work (RTW) interviews within timescale (79%) improved slightly on Q1 but is marginally below the target of 80%. (Table 4).

**2.4.9** The total percentage of RTW interviews held in Q2 maintained its performance of 93% seen in Q1 and this is seen as a healthy result, however, it continues to be slightly below our challenging target of 95% for this indicator. This indicator only has one service, Childrens services, as Amber with 87% (34 out of 39) of RTWs completed. The remaining services are within 5% of the targets.

**2.4.10** During Q2 the services which failed to hit the Corporate Target of 80% within timescale were Council Business 57% (4 out of 7), Resources 70% (33 out of 47), Childrens Services 74% (29 out of 39), and Highways, Waste and Property 74% (116 out of 157).

**% RTW interviews held within timescale**

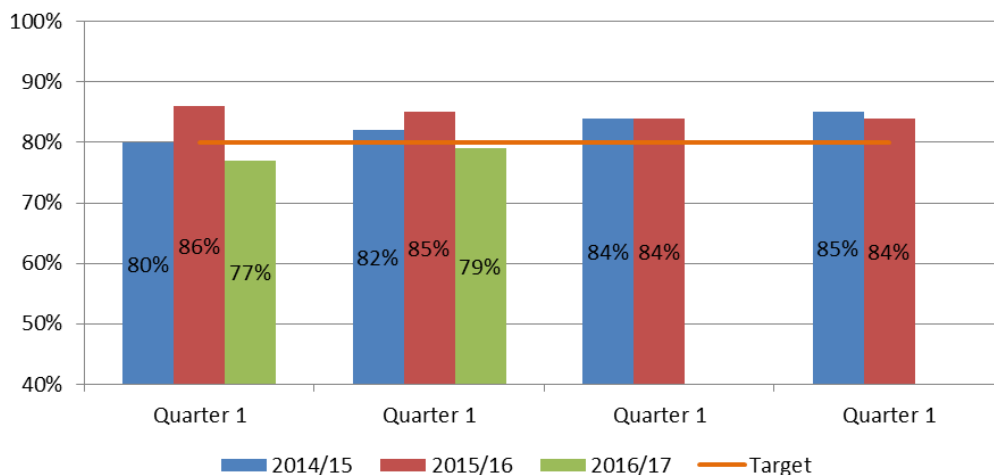


Table 4

**2.4.11** It was recommended by the SLT in 2015/16, that further consideration and focus is given to the management of recurring short-term sickness absence where trigger points are reached and the completion of attendance review meetings (ARM’s) are undertaken. These continue to be monitored in the Sickness Challenge Panels.

**2.4.12** ARM figures for Q2 have maintained its performance from Q1 at 75% (these figures do not include Schools). Although no improvement has been made in the quarter, Human Resources have noted that the quality of the ARMs coming through from services have greatly improved.

**2.4.13 The SLT therefore recommends –**

- *To continue with the regular service sickness challenge panels to keep a focus on improving our sickness management figures*

- *The Wales Audit Office work related to sickness has yet to be received and it will therefore be reported through to the Executive following receipt of the report.*

## **2.5 CUSTOMER SERVICE**

- 2.5.1** This year sees the introduction of 5 new Performance Indicators (items 11-15), specifically looking at the channel shift in communication with the Council which are monitored in the Customer Service Excellence Board. These do not have targets set up for this year, we do however expect an upward trend in all of these indicators during the year.
- 2.5.2** Two of the new indicators look at the successful launch of AppMôn, where an additional 218 users have installed the App on their mobiles (a total of 647). The users have used the technology to submit 91 reports to us during Q1 and Q2 (including fly tipping, faulty street lighting, compliments or complaints, broken pavements, sports club database forms and ordering recycling bins).
- 2.5.3** The remaining indicators focus on the website and on our social media presence. We had a total of 247k unique visits to the website during the first half of the year. Our social media presence has also resulted in a total of 19k social media accounts following us on Facebook (8k followers) and Twitter (11k followers).
- 2.5.4** Regarding Customer Complaints Management, by the end of Q2 36 Complaints were received and 1 Stage 2 complaints in Social Services. All of the complaints have received a response and of these complaints 3 were upheld in full (Regulation & Economic Development [1], Highways, Waste & Property [1], and Resources [1]), 5 was partially upheld (Regulation & Economic Development [1], Highways, Waste & Property [3], and Housing [1]) whilst the remaining 23 were not upheld. These indicators are now reported to and tracked by the Customer Service Excellence Board.
- 2.5.5** A total of 78% of the complaints have been responded to within timescale with 13 late responses (Adult Services [3] Highways, Waste & Property [1], Housing [1], Council Business [1] and Childrens Services [9]). This is significantly up from the 64% at the end of 2015/16, however it continues to be marginally below the target of 80%.
- 2.5.6** The % of FOI requests responded to within timescale performed at 78% at the end of Q2 compared to 67% at the end of 2015/16. In total there was 453 FOI requests after Q2 with 100 late responses. The majority of the late responses came from Resources which equated to 46% of the late responses (60% of the 77 received by the service, an improvement on the 74% late in Q1), Social Services with 20% (13% of the 45 received by the service) and Regulation & Economic Development with 14% (29% of the 28 received by the service). Our response to FOIs is important and the SLT and Heads of Service monitor the performance of FOIs closely.
- 2.5.7** The Mystery Shop (Items 16-19 on the scorecard) has been pencilled in to take place in Q3. The Mystery Shop will again be undertaken by the Tenants Advisory Group. Findings and recommendations of their report will be reported here in Q4.

## **2.6 FINANCIAL MANAGEMENT**

- 2.6.1** A total overspend of £660k (0.53%) is projected for the year-ending 31 March 2017. An overspend of £801k is predicted on service budgets though it must be highlighted that this is made up of a number of over and underspends. The services that are still experiencing budgetary pressures are similar to 2015/16 (Adults' Services, Children's Services, Waste and Resources). In addition Lifelong Learning is forecast to overspend by £114k. The Heads of Service are aware of the issues and are working to reduce the level of overspending at the year-end. The overspend on services is offset in part by an underspend in Corporate Finance of £339k which is mainly due to an underspend on the Council Tax Reduction Scheme. In addition there is an estimated shortfall on the collection on Council Tax of £198k due to the requirement to provide for bad debts. Although the current level of reserves are sufficient to meet this level of overspending, should the Council also have to fund the costs of equal pay claims from its general reserves, then the level would then fall close to the minimum level set of £5m.
- 2.6.2** It should be noted that quarter 2 is still early in the financial year and items such as the impact of winter maintenance have not been included in the forecast as there is no information available. Forecasts are subject to change as new information becomes available. However with regular scrutiny from SLT and if remedial action is taken by Heads of Services these will help the services manage within the budgets they can control.
- 2.6.3** Further information on financial management can be seen in the 'Revenue Budget Monitoring Report for Q2' which is an agenda item in this meeting.

## **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** Underperformance (red or amber indicators on the scorecard) is recognised and appropriate measures put in place for improvement
- 3.1.2** To continue with the regular service sickness challenge panels to keep a focus on improving our sickness management figures
- 3.1.3** The Wales Audit Office work related to sickness is reported through to the Executive once received. Best practise and proposed further improvements based on national best practice should then be adopted.
- 3.1.4** An overall view and detailed appreciation of Children's & Learning indicators are analysed further to ensure improved performance is gained and adherence to corporate policies accomplished.
- 3.1.5** From the scorecard reporting on financial issues and the in-depth analysis provided by the Q2 revenue and capital reports (considered at this meeting), the SLT and Executive will continue to manage the financial position of the Authority accordingly.

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

DRAFT

Gofal Cwsmer / Customer Service	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed / Target	Canlyniad 15/16 Result	Canlyniad 14/15 Result
01) No of Complaints received (excluding Social Services)	Coch / Red	↓	36	29.5	59	65
02) No of Stage 2 Complaints received for Social Services	-	-	1	-	5	
03) Total number of complaints upheld / partially upheld	-	-	8	-	21	
04) Total % of written responses to complaints within 20 days	Melyn / Yellow	→	78%	80%	64%	
05) Number of concerns (excluding Social Services)	-	↑	78	-	261	71
06) Number of Stage 1 Complaints for Social Services	-	-	29	-	53	
07) Number of Compliments	-	↑	339	-	712	521
08) % of FOI requests responded to within timescale	Melyn / Yellow	→	78%	80%	67%	65%
09) Number of FOI requests received	-	-	453	-	854	894
10) % of telephone calls not answered	-	-	-	15%	12%	
11) No of AppMôn users	-	↑	647	-	-	
12) No of reports received by AppMôn	-	↓	91	-	-	
13) No of web payments	-	-	-	-	-	
14) No of 'followers' of IOACC Social Media	-	↑	19k	-	-	
15) No of visitors to the Council Website	-	↑	274k	-	-	
16) % of written communication replied to within 15 working days of receipt (Mystery Shop)	-	-	-	-	-	
17) % of written responses in the customers language of choice (Mystery Shop)	-	-	-	-	-	
18) % of telephone calls answered bilingually (Mystery Shop)	-	-	-	-	-	
19) % of staff that took responsibility for the customer query (Mystery Shop)	-	-	-	-	-	

People Management	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed / Target	Canlyniad 15/16 Result	Canlyniad 14/15 Result
01) Number of staff authority wide, including teachers and school based staff (FTE)	-	-	2258	-	2310	2336
02) Number of staff authority wide, excluding teachers and school based staff(FTE)	-	-	1250	-	1303	1362
03) Sickness absence - average working days/shifts lost	Ambr / Amber	↑	4.84	4.5	11.68	11.53
04) Short Term sickness - average working days/shifts lost per FTE	-	-	2.16	-	4.89	5.49
05) Long Term sickness - average working days/shifts lost per FTE	-	-	2.67	-	6.79	6.04
06) % of stress related sickness	-	-	6%	9%	7%	5%
07) % of RTW interview held within timescale	Melyn / Yellow	↑	79%	80%	84%	85%
08) % of RTW interview held	Melyn / Yellow	→	93%	95%	-	
09) % of Attendance Review Meetings held	Melyn / Yellow	→	75%	80%	-	
10) Local Authority employees leaving (%) (Turnover) (Annual)	-	-	6%	-	-	
11) % of PDR's completed within timeframe	Gwyrdd / Green	-	85.50%	80%	-	
12) % of staff with DBS Certificate (if required within their role)	-	-	-	-	98%	
13) No. of Agency Staff	-	↑	21	-	26	21
14) Staff Survey (Staff Satisfaction) - TBC	-	-	-	-	-	
15) Staff Survey (Staff Satisfaction) - TBC	-	-	-	-	-	
16) Staff Survey (Staff Satisfaction) - TBC	-	-	-	-	-	

Rheolaeth Ariannol / Financial Management	CAG / RAG	Tuedd / Trend	Cyllideb / Budget	Canlyniad / Actual	Amrywiad / Variance (%)	Rhagolygon o'r Gwariant / Forecasted Actual	Amrywiad a Ragwelir / Forecasted Variance (%)
01) Forecasted end of year outturn (Revenue)	Coch / Red	↓	£124,037,000	-	-	£124,697,000	0.53%
02) Forecasted end of year outturn (Capital)	Coch / Red	↓	£52,246,000	-	-	£43,062,000	-17.58%
03) Salary Year to Date Variance	Ambr / Amber	↑	£40,679,042	£40,836,570	0.39%	-	-
04) % of Budget spent on Salary	-	-	-	57.09%	-	-	-
05) Cost of agency staff	Coch / Red	↓	£134,352	£622,325	363.20%	-	-
06) Budget v Actuals	Gwyrdd / Green	↑	£64,519,000	£64,742,000	0.35%	-	-
07) Achievement against efficiencies	-	-	£2,980,000	£2,427,000	-18.56%	-	-
08) Income v Targets (excluding grants)	Gwyrdd / Green	↑	-£14,269,253	-£14,759,560	3.44%	-	-
09) Amount borrowed	-	-	-	£110M	-	-	-
10) Cost of borrowing	-	-	-	-	-	£8,450,000	-
11) % invoices paid within 30 days	-	↓	-	81.92%	-	-	-
12) % of Council Tax collected (for last 3 years)	-	↓	-	97.90%	-	-	-
13) % of Business Rates collected (for last 3 years)	-	↑	-	98.80%	-	-	-
14) % of Sundry Debtors collected (for last 3 years)	-	↑	-	95.50%	-	-	-
15) % Housing Rent collected (for the last 3 years)	-	-	-	98.78%	-	-	-
16) % Housing Rent collected excl benefit payments (for the last 3 years)	-	-	-	97.02%	-	-	-



Rheoli Perfformiad / Performance Management	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed / Target	Canlyniad 15/16 Result	Canlyniad 14/15 Result	Chwartert 15/16 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	Gwyrdd / Green	↑	19.82	22	20.3	22	Isaf / Lower
02) 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	Ambr / Amber	↑	82.3	93	90.8	93	-
03) PM18 - The percentage of adult protection enquiries completed within statutory timescales	Coch / Red	↑	79.37	90	-	-	-
04) PM19 - The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	Ambr / Amber	↓	4.6	1.5	-	-	-
05) PM20a - The percentage of adults who completed a period of reablement and have a reduced package of care and support 6 months later (Ch3/Q3)	-	-	-	-	-	-	-
06) PM20b - The percentage of adults who completed a period of reablement and have no package of care and support 6 months later (Ch3/Q3)	-	-	-	-	-	-	-
07) SCC/025: The % of statutory visits to looked after children due in the year that took place in accordance with regulations	Coch / Red	↑	82.84	100	82.79	100	Canolrif Isaf / Lower Median
08) PM24 - The percentage of assessments completed for children within statutory timescales (42 working days)	Gwyrdd / Green	↓	97.94	100	-	-	-
09) PM32 - The percentage of looked after children who have experienced (1) or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the year to 31 March	Ambr / Amber	↓	10.84	15	-	-	-
10) PM33 - The percentage of looked after children on 31 March who have had three or more placements during the year	Gwyrdd / Green	↑	2.31	8	-	-	-
11) Attendance - Primary (%) (Ch3/Q3)	-	-	-	-	-	-	-
12) Attendance - Secondary (%) (Ch3/Q3)	-	-	-	-	-	-	-
13) No. of days lost to temp exclusion - Primary (Ch3/Q3)	-	-	-	-	-	-	-
14) No. of days lost to temp exclusion - Secondary (Ch3/Q3)	-	-	-	-	-	-	-
15) KS4 - % 15 year olds achieving L2+ (Ch3/Q3)	-	-	-	-	-	-	-
16) KS3 - % pupils achieving CSI	-	-	87.6	-	-	-	Canolrif Uchaf / Upper Median
17) KS2 - % pupils achieving CSI	-	-	89.4	-	-	-	Canolrif Uchaf / Upper Median
18) FPh - % pupils achieving CSI/FPI	-	-	84.7	-	-	-	Isaf / Lower
19) LCL/001b: The no. of visits to public libraries during the year	Gwyrdd / Green	-	144k	145k	289k	285k	Isaf / Lower
20) LCL/004: The no. of library materials issued, during the year	-	-	-	75k	284k	305k	-
21) The number of applicants with dependent children who the Council secured non-self contained bed and breakfast accommodation	Gwyrdd / Green	→	0	-	0	-	-
22) % tenants satisfied with responsive repairs	Gwyrdd / Green	↑	98.3	92	89.5	92	-
23) Productivity of workforce- % time which is classified as productive	Gwyrdd / Green	↓	80	75	74.6	-	-
24) The average number of calendar days to let lettable units of accommodation (excluding DTLs)	Melyn / Yellow	↓	32.6	25	33.7	25	-
25) STS/005b: The percentage of highways inspected of a high or acceptable standard of cleanliness	Gwyrdd / Green	↑	94.3	94	95.1	95	Canolrif Isaf / Lower Median
26) STS/006: The percentage of reported fly tipping incidents cleared within 5 working days	Melyn / Yellow	↓	95	96.7	98.49	95	Uchaf / Upper
27) WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled	Gwyrdd / Green	↓	64.87	60	59.5	58	Canolrif Isaf / Lower Median
28) WMT/004b: The percentage of municipal waste sent to landfill	Gwyrdd / Green	↓	9.8	16.9	16.9	41	Canolrif Isaf / Lower Median
29) THS/011c: The % of non-principal (C) roads that are in an overall poor condition (annual)	-	-	-	13.5	13.5	15	Canolrif Isaf / Lower Median
30) No. of attendances (young people) at sports development / outreach activity programmes	Gwyrdd / Green	↑	60.5k	30k	132k	85k	-
31) 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	Melyn / Yellow	↓	198k	201k	446k	540k	Canolrif Isaf / Lower Median

Programmes	Individual Projects			
School Modernisation	Llannau Area	Holyhead Area	Bro Rhosyr & Bro Aberffraw	Seiriol South East – Beaumaris
Older Adult Social Care - Home Improvement Options Project	Extra Care Llangefni	Extra Care Amlwch	Extra Care South of Island	Extra Care Garreglwyd
	Supported Living	Outsourcing of internal home care	Outsourcing Warden Services	
Transforming Libraries, Youth Service, Museums and Culture	Transforming Museums and Culture	Remodelling of Library Service	Review of Youth Services	
Leisure				
Energy Island				
Vibrant and Viable Places				
Market Hall				
Affordable Housing				
Local Development Plan (LDP)				
Destination Management Plan (DMP)				
Smarter Working	Assets	ICT	Workforce Development	Contact Môn
Job Evaluation and Single Status				
Resource Link – Northgate (HR)				
Customer Service Excellence				

Update November 2016

RAG: **Completed**   **On Track**   Behind Track – needs key decisions/support   **Late**   (White = not started)

<b>Procurement</b>	On Track		
<b>Energy Efficiency</b>	Behind Track – needs key decisions/support		
<b>Civica Improvements</b>	Completed		
<b>Policy Management</b>	On Track		
<b>Business Continuity</b>	On Track		
<b>Business Processes</b>	Behind Track – needs key decisions/support		
<b>ICT Strategy</b>	On Track		
<b>Modernise and Co-ordinate the benefits advice service</b>	Behind Track – needs key decisions/support	Behind Track – needs key decisions/support	Behind Track – needs key decisions/support

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>CORPORATE SCRUTINY COMMITTEE EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>21 NOVEMBER 2016 28 NOVEMBER 2016</b>
<b>SUBJECT:</b>	<b>REVENUE BUDGET MONITORING, QUARTER 2 2016/17</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR H E JONES</b>
<b>HEAD OF SERVICE:</b>	<b>MARC JONES</b>
<b>REPORT AUTHOR:</b>	<b>CLAIRE KLIMASZEWSKI</b>
TEL:	01248 751865
E-MAIL:	ClaireKlimaszewski@ynysmon.gov.uk
<b>LOCAL MEMBERS:</b>	<b>n/a</b>
<b>A - Recommendation/s and reason/s</b>	
<ol style="list-style-type: none"> <li>1. In March 2016, the Council set a net budget for 2016/17 with net service expenditure of £124.037m to be funded from Council Tax income, NNDR and general grants.</li> <li>2. The budget for 2016/17 included savings of £3.46m. These have been incorporated into the individual service budgets and achievement or non-achievement of these is reflected in the net under/overspends shown.</li> <li>3. This report sets out the financial performance of the Council's services for the second quarter of the financial year, which relates to the period 1 April 2016 to 30 September 2016. The projected position for the year as a whole is also summarised.</li> <li>4. The overall projected financial position for 2016/17, including Corporate Finance and the Council Tax fund, is an overspend of £660k. This is 0.53% of the Council's net budget for 2016/17.</li> <li>5. It is recommended that:-               <ol style="list-style-type: none"> <li>(i) The position set out in respect of financial performance to date is noted;</li> <li>(ii) Approval be provided for the Section 151 Officer to capitalise equal pay costs if Welsh Government approve a capitalisation directive for equal pay.</li> </ol> </li> </ol>	
<b>B - What other options did you consider and why did you reject them and/or opt for this option?</b>	
n/a	
<b>C - Why is this a decision for the Executive?</b>	
This matter is delegated to the Executive.	
<b>CH - Is this decision consistent with policy approved by the full Council?</b>	
Yes	
<b>D - Is this decision within the budget approved by the Council?</b>	
Yes	

<b>DD - Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	31 October 2016
2	<b>Finance / Section 151</b> (mandatory)	n/a– this is the Section 151 Officer’s report
3	<b>Legal / Monitoring Officer</b> (mandatory)	TBC
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	No recommendation – note the contents of the report
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	
<b>E - Risks and any mitigation (if relevant)</b>		
1	<b>Economic</b>	
2	<b>Anti-poverty</b>	
3	<b>Crime and Disorder</b>	
4	<b>Environmental</b>	
5	<b>Equalities</b>	
6	<b>Outcome Agreements</b>	
7	<b>Other</b>	
<b>F - Appendices:</b>		
<ul style="list-style-type: none"> <li>• Appendix A - Revenue Budget Monitoring Report – Quarter 2, 2016/17</li> <li>• Appendix B – table of forecast Revenue Outturn 2016/17, Quarter 2</li> <li>• Appendix C – Summary of Contingency Budgets 2016/17</li> <li>• Appendix CH – Summary of Forecast Financial Performance on the Achievement of 2016/17 Budget Savings</li> </ul>		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		
2016/17 Revenue Budget (as recommended by this Committee on 1 March 2016 and adopted by the County Council on 9 March 2016).		

## REVENUE BUDGET MONITORING – QUARTER 2, 2016/17

## 1. General Balance – Opening Position

1.1 The provisional outturn for 2015/16 resulted in general balances at the start of the current financial year of £8.412m, a healthier position than previously expected. Final accounting adjustments led to an increase of the general fund by £474k. The balance of the general fund at 1 April 2016 was, therefore, £8.886m. £1m of this has been allocated to an improvement project reserve as approved by the Executive on 1 March 2016. This reduces the balance to £7.886m. However, against this balance of £7.886m, there is a need to allow for a potential commitment of at least £2.150m to settle outstanding equal pay claims, which reduces the uncommitted reserve level to £5.736m which is £736k above the rule of thumb figure of £5m. The Council is endeavouring to secure agreement from the Welsh Government which would allow the Council to treat the expenditure as capital expenditure which would charge the cost to the revenue budget over a number of years. If this is successful, then the £2.15m becomes uncommitted and adds back to the general reserve available to the Council.

## 2. Projected Financial Performance by Service

2.1 The details of the financial performance by service for the period and the projected out-turn position for each is set out in Appendix B. An overspend of £801k (0.74%) on services is predicted at 31 March 2017. However, an underspend of £0.339m (2.23%) is forecast on Corporate Finance, which offsets part of the predicted overspend on services. In addition, a shortfall of £198k is predicted on the collection of Council Tax. The total revenue forecast for 2016/17 is an overspend of £660k (0.53%). The table below summarises the significant variances (£100k or higher):-

<b>Summary of projected variances at 31 March 2017 based upon financial information as at 30 September 2016</b>	
	<b>(Under) / Overspend £000</b>
Lifelong Learning	114
Children's Social Care	683
Adults Social Services	143
Planning and Public Protection	(170)
Property Services	(115)
Waste	145
Corporate Management	(100)
Resources	131
Corporate Finance	(339)
Council Tax Collection	198
Other (total of variances less than £100k)	(30)
<b>Net over/(under) spend on services</b>	<b>660</b>

### **3. Explanation of Significant Variances**

#### **3.1 Lifelong Learning**

##### **3.1.1 Central Education**

**3.1.1.1** The service expenditure was £145k (12.6%) ahead of the profiled budget at the end of quarter 2. The service is predicted to overspend by £167k (1.84%) for the financial year 2016/17. This is a worsened position from the underspend of £16k reported at quarter 1. The forecast overspend is mainly due to an increase in estimated school transport costs which is predicted to overspend by £199k. There are also a number of other minor compensating over and underspends. The service has had an invest-to-save bid accepted to invest in the One Management System which will help to reduce school transport costs (taxis) from 2017/18. All 2016/17 efficiency savings are on target to be achieved.

##### **3.1.2 Culture**

**3.1.2.1** This service expenditure was £64k (8.2%) below the profiled budget at the end of period, with the forecast outturn for the year being an underspend of £53k (3.71%). This is a slight improvement on the projected underspend of £46k reported at quarter 1. Museums and Galleries are expected to underspend by £10k and Library Services are expected to underspend by £30k. Surplus income of £13k from South Stack is also forecast. All efficiency savings for 2016/17 are on target to be achieved.

#### **3.2 Adults Social Care**

**3.2.1** This service expenditure was £262k (2.4%) ahead of the profiled budget at the end of the period, with the forecast outturn for the year as a whole being a predicted overspend of £143k (0.64%). This is an increase on the overspend of £16k predicted at quarter 1.

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

- Services for the Elderly: forecast overspend of £102k;
- Physical Disabilities (PD): forecast overspend of £8k;
- Learning Disabilities (LD): forecast overspend of £422k;
- Mental Health (MH): forecast overspend of £284k;
- Provider Unit: forecast underspend of £624k; and
- Management and Support: forecast underspend of £49k.

**3.2.3** The most significant budgetary pressures are in learning disabilities and mental health services. However, remedial action within the Provider Unit and management and support offset much of these budgetary pressures.

**3.2.4** The budget projection has deteriorated since quarter 1 primarily due to placement pressure in recent months in Learning Disability and Older People Services. As noted above, whilst placement numbers are continuing to reduce over time, some more expensive placements in recent months have adversely affected the predicted year-end position.



- 3.2.5** The service aims to reduce the overspend by bringing forward specific savings in 2017/18 to the current year. There are savings targeted for two individuals placed within specialist placements in other counties. The service will continue to closely manage the placement numbers through a weekly resource panel within both Older People / Disability Services and within Learning Disability Services. The panels play a vital role in managing expenditure and ensuring appropriate and, where possible, cost effective services are commissioned.
- 3.2.6** The efficiency savings 2016/17 will not be fully achieved. Savings planned through the externalisation of in-house supported living services and retendering of external supported living services contribute over £70k of the overspend position. An estimated £135k of budget savings are unlikely to be achieved in 2016/17. Progress with regards to these procurement exercises was delayed to accommodate the completion of a Supporting People Report into the future funding of projects and, also, as the department has reconsidered the approach to achieve savings in both projects. The achievement of savings in both areas are now being progressed with an intention to work in partnership with providers to achieve rationalisation of care within supported living projects.

### **3.3 Children's Services**

- 3.3.1** The service expenditure was £299k (7.9%) ahead of the profiled budget at the end of quarter 2 and is projected to be overspent by £683k (9.18%) for the financial year as a whole. This includes a projected overspend of £675k for Looked-after-Children (LAC). This is a significant increase on the overspend of £297k reported at quarter 1.
- 3.3.2** The projected overspend is caused by an increase in the number of Looked after Children and also an increase in the cost of placements to meet the complex needs of the children in our care. The cost of foster care has similarly increased due to the increased number of children in the Authority's care. The demand for these statutory services is difficult to control and one or two complex cases can significantly increase expenditure in a short period of time. However, the Executive at its meeting of 25 July 2016 approved the release of additional funding to Children's Services to fund an Edge-of-Care team. This team will provide a preventative approach to the delivery of the wellbeing of children and aims to reduce the number of Looked after Children on Anglesey. £100k has been set aside for 2016/17 from contingencies and £241k will be added to the service's budget for 2017/18 and 2018/19. The service expects to start to see the benefits of this project in terms of cost avoidance from 2017/18.

### **3.4 Housing (Council Fund)**

- 3.4.1** This service was £40k (4.6%) behind the profiled budget at the end of the period. The service is expected to have a slight underspend of £12k (1.38%) at the end of the financial year. This is a slight improvement on the balanced budget reported at the end of quarter 1. The JE O'Toole Centre is expected to overspend by £28k, however, this will be funded by the underspend of £40k on Housing administration. Remedial action is being taken to reduce the costs of the J E O'Toole Centre by relocating the Tenancy Support Group. Efficiency savings on welfare advice have not yet been delivered due to delays in completing the external review which will advise on the most efficient model of delivery.

### **3.5 Regulation and Economic Development**

#### **3.5.1 Economic and Community (includes Maritime and Leisure)**

**3.5.1.1** The service overall was £150k below the level of the profiled budget at the end of quarter 2 (11.7%). £76k of the underspend is due to profiling issues on grant budgets but these will be spent by year-end. The service is projected to be overspent by £17k (0.85%) by 31 March 2017. This is an improvement on the overspend of £50k predicted during quarter 1.

**3.5.1.2** The Economic Development element of the Service is forecast to achieve a balanced budget at year-end.

**3.5.1.3** The Maritime Section is expected to be £53k underspent at year-end due to vacancy management.

**3.5.1.4** The forecast for the Leisure service at year-end is an overspend of £70k. This is, in part, due to the closure of Holyhead Leisure Centre during the summer period for essential maintenance work and repairs following storm damage last financial year, which reduced the level of income received.

#### **3.5.2 Regulation (Planning and Public Protection)**

**3.5.2.1** This service was £112k below the profiled budget (6.9%) at the end of the period and is projected to be £170k (6.65%) underspent by the year-end. This is an increase on the underspend of £110k reported during quarter 1. In addition, there is an estimated surplus income of £50k received from major developments which will form an earmarked reserve to support implementation of major developments in the future.

**3.5.2.2** Most of the budgets within Regulation are underspending with the exception of Planning Delivery Wales, Countryside and Coast, Environmental Health and Trading Standards which are estimated to overspend slightly.

### **3.6 Highways, Waste and Property**

#### **3.6.1 Highways**

**3.6.1.1** This service was £64k (1.5%) below the profiled budget at the end of the period but is projected to be £80k (1.21%) overspent by the year-end. This is the same as the forecast reported during quarter 1. This forecast outturn does not include any prediction on the works budgets as these are affected by winter maintenance requirements and any storm damage. There is also uncertainty around public transport and maintenance design costs, therefore, a balanced budget has been assumed for these.

**3.6.1.2** The estimated overspend is largely due to estimated shortfalls on income budgets in Maintenance Management (£50k); car parking income (£25k) and an overspend of £5k in Lighting Management.

### **3.6.2 Waste**

**3.6.2.1** The waste service was £68k (1.6%) below the profiled budget at the end of September 2016. The service continues to predict an overspend by £145k (2.30%) at the end of the financial year. This forecast excludes the impact of moving to three weekly collection from 1 October 2016 due to uncertainty around tonnages collected. The budgetary impact of this will be assessed and reported during quarter 3 budget monitoring.

**3.6.2.2** Costs are exceeding budget on the Penhesgyn Transfer Station due to agency costs, repairs and maintenance costs. This site is projected to overspend by £60k by year-end. There is a shortfall of income collected from Penhesgyn Electricity Generation Site which is estimated to under-achieve the target by £85k for the financial year.

### **3.6.3 Property**

**3.6.3.1** Property Services was £143k (25%) below the profiled budget at the end of the period and is predicted to underspend by £115k (9.35%) at 31 March 2017. Overspends of £94k on repairs and maintenance are estimated to be offset by underspends on employees (£54k), underspends in Non Domestic Rates (£89k) and saving on employer pension contributions as a result of staff choosing not to join the Local Government Pension Scheme following the implementation of single status (£84k).

### **3.7 Transformation**

**3.7.1** The Transformation Service shows that expenditure exceeded the profiled budget by £168k (9.4%) at the end of the period, however, much of these costs will be funded from earmarked reserves and grants which will be credited to the Service budget at the end of the year. The function is predicted to underspend by £50k (1.42%) at year-end which is an improved position from the balanced budget reported at quarter 1. An overspend of £50k in ICT will be offset by predicted underspends in the Corporate Transformation team (£50k) and the Anglesey and Gwynedd Partnership (£50k).

**3.7.1.1** The ICT function is predicting an overspend of £50k as mentioned above due to Public Sector Broadband Aggregation (PSBA) costs.

**3.7.1.2** The HR function is predicting a balanced budget for the financial year.

### **3.8 Resources**

**3.8.1** The remainder of the Resources Function budget showed an underspend of £6k (0.25%) by the end of the period. The function is forecast to overspend by £131k (3.41%) by the end of the financial year. The key budgetary pressures relate to staffing costs, software support costs and Service contract costs amounting to £181k in total. Windfall grants (£35k) and audit staffing savings (£20k) help reduce the net overspend. Work is ongoing to reduce expenditure during the second part of the year.

### **3.9 Council Business**

**3.9.1** The function is £17k (2.3%) ahead of the profiled budget as at 30 September 2016. However, an underspend of £62k (4.10% of gross budget) is predicted for the financial year. The more significant reasons for this is due to an expected underspend in Committee Services (£30k) and land charges over-achievement of income (£25k).

### **3.10 Corporate and Democratic Costs**

**3.10.1** The budget was £8k below the profiled budget at the end of the period. An underspend of £3k is projected at year-end from savings on WLGA subscriptions.

### **3.11 Corporate Management**

**3.11.1** The function was £50k (13%) underspent at 30 September 2016 and an underspend of £100k (13.85%) is projected for the financial year due to savings arising from the restructuring of Strategic Management.

## **4. Corporate Finance**

**4.1** Corporate Finance is expected to underspend by £339k (2.23%) at year-end.

**4.2** The benefits granted budget covers housing benefits, discretionary housing payments and the council tax reduction scheme. This budget is estimated to underspend by £311k. The significant element of this is an underspend of £540k due to caseloads which are less than originally budgeted for. However, this is reduced by an estimated £150k increase in the bad debt provision and £79k of costs which are not eligible for subsidy.

**4.3** There is an estimated shortfall on the Corporate savings target of £102k relating to smarter working and voluntary redundancies. There are savings that can be clearly linked to the project for example closure of offices can be credited against this budget. However, other savings in staff administration and general administration costs are being realised within service budgets and not accounted for against this target. That is not to say that the Smarter Working project will not deliver the savings envisaged at the outset.

**4.4** There is also a significant shortfall on interest receivable on the Authority's bank deposits (£110k), which has worsened by the cut to the official bank rate from 0.50% to 0.25%. These overspends are offset and an underspend of £88k is forecast on capital financing due to reduced borrowing costs due to the Authority's use of balances rather than external borrowing on the capital programme. This internal borrowing, however, may not be possible into the future due to the significant capital projects particularly in relation to the 21 Century Schools programme.

**4.5** Appendix C summarises the financial position on contingency budgets as at 30 September 2016. A total contingencies budget of £2.039m was approved as part of the 2016/17 budget. A net £208k has been vired to services to fund specific projects or budgetary issues approved by the Section 151 Officer. In addition, £1,135k has been committed from contingencies to fund approved costs. It is expected that, with the exception of the £40k contingency for the Workforce Development Officer Post, the remaining £656k will be fully spent by year-end in accordance with the necessary approvals for use of contingency budgets. It should be noted that the general contingency of £236k is in place to meet unforeseen costs during the year and is not yet allocated. It is difficult to predict the demands on this budget, therefore for the purposes of this report we have predicted that the general contingency will be fully utilised although this will be reviewed during the remainder of the financial year.

## **5. Collection of Council Tax**

**5.1** The Council Tax Fund budget is determined using the estimated collectable debt for the current year only based on the tax base figure set in November 2015. It does not provide for arrears collected from previous years, adjustments to liabilities arising from previous years (exemptions, single person discounts etc), changes to the current year's taxbase or the provision for bad and doubtful debts. These changes cannot be estimated and, invariably, lead to a difference between the final balance on the Council Tax Collection Fund and the original budget. It is estimated that the actual Council Tax collected will exceed the budget by £186k, though £66k of this is due to prior year adjustments as discussed above. This surplus will not be sufficient to cover the increase in the provision for bad and doubtful debts which is currently projected to be £384k. Therefore, the current projection is that the Council Tax Fund will underachieve the target figure by £198k (0.62%) due to the requirement to make a prudent provision for bad debts. This is a slightly worsened position on the shortfall of £131k predicted during quarter 1.

## **6. Budget Savings 2016/17**

**6.1** Budget savings of £3.06m were removed from service budgets for 2016/17 with an additional £400k of savings from voluntary redundancies held as a contingency. Appendix Ch provides a summary of expected performance against these budget savings for the year. £2.507m (81.92%) of the savings have already been achieved or are deemed achievable during the year.

**6.2** £511k (16.70%) of the savings targets are not achievable in 2016/17. £220k of these have already been included in the forecast outturn for the year. However, £291k has not been included in the forecast due to a lack of information to assess the achievability of these savings. If these savings are not achievable, then the overspend for the year will increase by a further £291k. Despite the fact that £511k of the savings which are not achievable in 2016/17, the work to implement the proposals is ongoing and, as a result, the savings are likely to be achieved in 2017/18. However, £42k will not be achieved in the future. The £10k income target for advertising on bins will not be achieved as there is no market for this. In addition, £32k will not be achieved within Children's Services due to increased legal requirements which make the savings unviable.

**6.3** The majority of the £400k (75%) savings from voluntary redundancies will be achieved. However, the year end projection estimates that £102k of the proposed £400k will not be achieved in 2016/17. As staff are released, staffing structures are reorganised and there is a need to appoint staff to the revised structures. In some cases, this process has taken more time to implement and staff, which the Council have agreed to release, are still employed by the Council.

## **7. Conclusion**

**7.1** A total overspend of £660k (0.53%) is projected for the year-ending 31 March 2017. An overspend of £801k is predicted on service budgets, though it must be highlighted that this is made up of a number of over and underspends. The services that are still experiencing budgetary pressures are similar to 2015/16 (Adults' Services, Children's Services, Waste and Resources). In addition, Lifelong Learning is forecast to overspend by £114k. The Heads of Service are aware of the issues and are working to reduce the level of overspending at the year-end. The overspend on services is offset in part by an underspend in Corporate Finance of £339k which is mainly due to an underspend on the Council Tax Reduction Scheme. In addition, there is an estimated shortfall on the collection on Council Tax of £198k due to the requirement to provide for bad debts. Although the current level of reserves are sufficient to meet this level of overspending, should the Council also have to fund the costs of equal pay claims from its general reserves, then the level would then fall close to the minimum level set of £5m.

**7.2** It should be noted that quarter 2 is still early in the financial year and items such as the impact of winter maintenance have not been included in the forecast as there is no information available. Forecasts are subject to change as new information becomes available. However, with regular scrutiny from SLT and if remedial action is taken by Heads of Services these will help the services manage within the budgets they can control.

**Isle of Anglesey County Council Forecast Outturn 2016/17 – Quarter 2**

**APPENDIX B**

Service/Function	2016/17 Original Annual Budget	Q2 2016/17 Budget to Date	Q2 Actual & Committed spend	Q2 2016/17 Variance	Q2 Estimated Expenditure to 31 March 2017	Q2 Estimated Outturn 31 March 2017 over/(under)	Q1 Estimated Outturn 31 March 2017 over/(under)	over/(underspend) as a % of Original Budget 2016/17
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%
<b><u>Lifelong Learning</u></b>								
Delegated Schools Budget	38,422	23,289	23,289	(0)	38,422	0	0	0.00%
Central Education	9,065	1,147	1,292	145	9,232	167	(16)	1.84%
Culture	1,429	783	719	(64)	1,376	(53)	(46)	3.71%
Adult Services	22,343	10,976	11,238	262	22,486	143	16	0.64%
Children's Services	7,443	3,763	4,062	299	8,126	683	270	9.18%
Housing	869	875	835	(40)	857	(12)	0	1.38%
<b><u>Highways, Waste &amp; Property</u></b>								
Highways	6,618	4,117	4,053	(64)	6,698	80	80	1.21%
Property	1,230	580	437	(143)	1,115	(115)	0	9.35%
Waste	6,296	4,106	4,038	(68)	6,441	145	145	2.30%
<b><u>Regulation &amp; Economic Development</u></b>								
Economic	2,001	1,282	1,132	(150)	2,018	17	50	0.85%
Planning and Public Protection	2,555	1,617	1,505	(112)	2,385	(170)	(110)	6.65%
<b><u>Transformation</u></b>								
Human Resources	1,093	662	817	155	1,093	0	0	0.00%
ICT	1,618	836	962	126	1,668	50	100	3.09%
Corporate Transformation	821	285	172	(113)	721	(100)	(100)	12.18%

Service/Function	2016/17 Original Annual Budget	Q2 2016/17 Budget to Date	Q2 Actual & Committed spend	Q2 2016/17 Variance	Q2 Estimated Expenditure to 31 March 2017	Q2 Estimated Outturn 31 March 2017 over/(under)	Q1 Estimated Outturn 31 March 2017 over/(under)	over/(underspend) as a % of Original Budget 2016/17
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%
<b>Resources</b>								
Resources	3,843	2,383	2,377	(6)	3,974	131	131	3.41%
Council Business	1,512	725	743	17	1,450	(62)	(62)	4.10%
Corporate & Democratic costs	948	414	406	(8)	945	(3)	(5)	0.32%
Corporate Management	722	373	324	(50)	622	(100)	(100)	13.85%
<b>Total Service Budgets</b>	<b>108,828</b>	<b>58,214</b>	<b>58,399</b>	<b>186</b>	<b>109,629</b>	<b>801</b>	<b>353</b>	<b>0.74%</b>
<b>Corporate Finance</b>								
Levies	3,194	1,597	1,598	1	3,194	0	0	0.00%
Capital Financing	8,302	859	859	0	8,214	(88)	(88)	1.06%
Discretionary Rate Relief	60	0	0	0	58	(2)	(2)	3.33%
General & Other Contingencies	1,978	0	0	0	1,938	(40)	0	2.02%
Funding and use of Reserves	(4,238)	0	0	0	(4,136)	102	200	2.41%
Benefits Granted	5,913	3,849	3,885	36	5,603	(311)	(228)	5.26%
<b>Total Corporate Finance</b>	<b>15,209</b>	<b>6,305</b>	<b>6,342</b>	<b>36</b>	<b>14,870</b>	<b>(339)</b>	<b>(118)</b>	<b>2.23%</b>
<b>Total Budget 2016/17</b>	<b>124,037</b>	<b>64,519</b>	<b>64,742</b>	<b>223</b>	<b>124,500</b>	<b>462</b>	<b>235</b>	<b>0.37%</b>
<b>Funding 2016/17</b>								
NNDR	(21,309)				(21,309)	0	0	0.00%
Council Tax	(32,109)				(31,912)	198	131	0.62%
Revenue Support Grant	(70,619)				(70,619)	0	0	0.00%
<b>Total Funding 2016/17</b>	<b>(124,037)</b>				<b>(123,840)</b>	<b>198</b>	<b>131</b>	<b>0.16%</b>
<b>Total outturn including impact of funding</b>	<b>(0)</b>				<b>660</b>	<b>660</b>	<b>366</b>	<b>0.53%</b>



**Summary of the Financial Position on Contingency Budgets 2016/17 as at Quarter 2**

	<b>Original Budget</b>	<b>Virements</b>	<b>Amended Budget</b>	<b>Committed to date (26/10/16)</b>	<b>Current Remaining Un-Committed</b>
	£	£	£	£	£
Improvement	400,000.00	-104,730.00	295,270.00	295,270.00	0.00
General Contingency	317,927.00	73,680.00	391,607.00	155,000.00	236,607.00
Salary and Grading	500,000.00	-81,235.00	418,765.00	0.00	418,765.00
Cost of Change	136,000.00	-95,570.00	40,430.00	0.00	40,430.00
NNDR Allow disc rate	60,000.00	0.00	60,000.00	60,000.00	0.00
Earmarked Contingency	625,000.00	0.00	625,000.00	625,000.00	0.00
<b>Total Contingency Budgets</b>	<b>2,038,927.00</b>	<b>-207,855.00</b>	<b>1,831,072.00</b>	<b>1,135,270.00</b>	<b>695,802.00</b>

**Summary of Forecast Performance on Achievement of 2016/17 Budget Savings – Quarter 2**

Service/Function	Budget Savings 2016/17 £000	Achievable 2016/17 £000	Potentially not-achievable 2016/17 £000	Will not be achieved at all £000	Comments
Lifelong Learning	1,308	1,308	-	-	
Regulation and Economic Development	258	245	13	-	£13k not achievable in 2016/17 but will be funded during the year from underspends elsewhere within the service.
Highways, Waste and Property	730	409	311	10	£30k not achievable, of which £16k can be funded by underspends elsewhere. £291k achievability difficult to assess until the winter period. The £10k for advertising on bins will not be achieved as there is no market for this.
Adults' Services	335	200	135	-	£135k difficult to achieve during 2016/17 due to review, consultation and legal processes.
Children's Services	143	96	15	32	£32k unachievable due to change in the law, £15k possibly achievable from 2017/18
Housing	74	37	37	-	£37k dependent on consultancy advice though funded in 2016/17 from underspends elsewhere in the service.
Transformation	4	4	-	-	
Council Business	56	56	-	-	
Resources	72	72	-	-	
Anglesey and Gwynedd Partnership	80	80	-	-	
<b>Total</b>	<b>3,060</b>	<b>2,507</b>	<b>511</b>	<b>42</b>	









**Isle of Anglesey County Council Forecast Outturn 2016/17 – Quarter 2**  
**Appendix B**

Service/Function	2016/17 Original Annual Budget	Q2 2016/17 Budget to Date	Q2 Actual & Committed spend	Q2 2016/17 Variance	Q2 Estimated Expenditure to 31 March 2017	Q2 Estimated Outturn 31 March 2017 over/(under)	Q1 Es Outtu March over/(
	£'000	£'000	£'000	£'000	£'000	£'000	
<b><u>Lifelong Learning</u></b>							
Delegated Schools Budget	38,422	23,289	23,289	(0)	38,422	0	
Central Education	9,065	1,147	1,292	145	9,232	167	
Culture	1,429	783	719	(64)	1,376	(53)	
Adult Services	22,343	10,976	11,238	262	22,486	143	
Children's Services	7,443	3,763	4,062	299	8,126	683	
Housing	869	875	835	(40)	857	(12)	
<b><u>Highways, Waste &amp; Property</u></b>							
Highways	6,618	4,117	4,053	(64)	6,698	80	
Property	1,230	580	437	(143)	1,115	(115)	
Waste	6,296	4,106	4,038	(68)	6,441	145	
<b><u>Regulation &amp; Economic Development</u></b>							
Economic	2,001	1,282	1,132	(150)	2,018	17	
Planning and Public Protection	2,555	1,617	1,505	(112)	2,385	(170)	
<b><u>Transformation</u></b>							
Human Resources	1,093	662	817	155	1,093	0	
ICT	1,618	836	962	126	1,668	50	
Corporate Transformation	821	285	172	(113)	721	(100)	

<b><u>Resources</u></b>							
Resources	3,843	2,383	2,377	(6)	3,974	131	
Council Business	1,512	725	743	17	1,450	(62)	
Corporate & Democratic costs	948	414	406	(8)	945	(3)	
Corporate Management	722	373	324	(50)	622	(100)	
<b>Total Service Budgets</b>	<b>108,828</b>	<b>58,214</b>	<b>58,399</b>	<b>186</b>	<b>109,629</b>	<b>801</b>	

Service/Function	2016/17 Original Annual Budget	Q2 2016/17 Budget to Date	Q2 Actual & Committed spend	Q2 2016/17 Variance	Q2 Estimated Expenditure to 31 March 2017	Q2 Estimated Outturn 31 March 2017 over/(under)	Q1 Es Outturn March over/(
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>Corporate Finance</b>							
Levies	3,194	1,597	1,598	1	3,194	0	
Capital Financing	8,302	859	859	0	8,214	(88)	
Discretionary Rate Relief	60	0	0	0	58	(2)	
General & Other Contingencies	1,978	0	0	0	1,938	(40)	
Funding and use of Reserves	(4,238)	0	0	0	(4,136)	102	
Benefits Granted	5,913	3,849	3,885	36	5,603	(311)	
<b>Total Corporate Finance</b>	<b>15,209</b>	<b>6,305</b>	<b>6,342</b>	<b>36</b>	<b>14,870</b>	<b>(339)</b>	
Total Budget 2016/17	124,037	64,519	64,742	223	124,500	462	
<b>Funding 2016/17</b>							
NNDR	(21,309)				(21,309)	0	
Council Tax	(32,109)				(31,912)	198	
Revenue Support Grant	(70,619)				(70,619)	0	
<b>Total Funding 2016/17</b>	<b>(124,037)</b>				<b>(123,840)</b>	<b>198</b>	
<b>Total outturn including impact of funding</b>	<b>(0)</b>				<b>660</b>	<b>660</b>	

## Appendix C

### Summary of the Financial Position on Contingency Budgets 2016/17 as at Quarter 2

	Original Budget £	Virements £	Amended Budget £	Co (2)
Improvement	400,000.00	-104,730.00	295,270.00	29
General Contingency	317,927.00	73,680.00	391,607.00	15
Salary and Grading	500,000.00	-81,235.00	418,765.00	
Cost of Change	136,000.00	-95,570.00	40,430.00	
NNDR Allow disc rate	60,000.00	0.00	60,000.00	6
Earmarked Contingency	625,000.00	0.00	625,000.00	62



-				
<b>Total Contingency Budgets</b>	<b>2,038,927.00</b>	<b>-207,855.00</b>	<b>1,831,072.00</b>	<b>1,13</b>

### Appendix Ch

#### Summary of Forecast Performance on Achievement of 2016/17 Budget Savings – Quarter 2

Service/Function	Budget Savings 2016/17 £000	Achievable 2016/17 £000	Potentially not-achievable 2016/17 £000	Will not be achieved at all £000	Comments
Lifelong Learning	1,308	1,308	-	-	
Regulation and Economic Development	258	245	13	-	£13k not a funded du elsewhere
Highways, Waste and Property	730	409	311	10	£30k not a funded by achievabili period. The not be achi
Adults' Services	335	200	135	-	£135k diffi to review, c
Children's Services	143	96	15	32	£32k unac £15k possi
Housing	74	37	37	-	£37k dep though fun elsewhere
Transformation	4	4	-	-	
Council Business	56	56	-	-	

Resources	72	72	-	-	
Anglesey and Gwynedd Partnership	80	80	-	-	
<b>Total</b>	<b>3,060</b>	<b>2,507</b>	<b>511</b>	<b>42</b>	

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>		
<b>REPORT TO:</b>	<b>SCRUTINY COMMITTEE EXECUTIVE COMMITTEE</b>	
<b>DATE:</b>	<b>21 NOVEMBER 2016 28 NOVEMBER 2016</b>	
<b>SUBJECT:</b>	<b>BUDGET MONITORING REPORT SECOND QUARTER 2016/17 - CAPITAL</b>	
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR H E JONES</b>	
<b>HEAD OF SERVICE:</b>	<b>MARC JONES</b>	<b>(EXT. 2601)</b>
<b>REPORT AUTHOR:</b>	<b>GARETH ROBERTS</b>	
<b>TEL:</b>	<b>01248 752675</b>	
<b>E-MAIL:</b>	<b>GarethRoberts@ynysmon.gov.uk</b>	
<b>LOCAL MEMBERS:</b>	<b>n/a</b>	
<b>A - Recommendation/s and reason/s</b>		
<ul style="list-style-type: none"> <li>It is recommended to note the progress of expenditure and receipts against the capital budget.</li> </ul>		
<b>B - What other options did you consider and why did you reject them and/or opt for this option?</b>		
n/a		
<b>C - Why is this a decision for the Executive?</b>		
<ul style="list-style-type: none"> <li>This report sets out the financial performance of the Capital budget for the second quarter of the financial year.</li> <li>Budget monitoring is a designated Executive function.</li> </ul>		
<b>CH - Is this decision consistent with policy approved by the full Council?</b>		
Yes		
<b>D - Is this decision within the budget approved by the Council?</b>		
Setting of the annual Capital Budget.		
<b>DD - Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT) (mandatory)</b>	
<b>2</b>	<b>Finance / Section 151 (mandatory)</b>	n/a – this is the Section 151 Officer's report
<b>3</b>	<b>Legal / Monitoring Officer (mandatory)</b>	
<b>4</b>	<b>Human Resources (HR)</b>	
<b>5</b>	<b>Property</b>	
<b>6</b>	<b>Information Communication Technology (ICT)</b>	
<b>7</b>	<b>Scrutiny</b>	No recommendations – note the contents of the report
<b>8</b>	<b>Local Members</b>	
<b>9</b>	<b>Any external bodies / other/s</b>	

<b>E - Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	
<b>2</b>	<b>Anti-poverty</b>	
<b>3</b>	<b>Crime and Disorder</b>	
<b>4</b>	<b>Environmental</b>	
<b>5</b>	<b>Equalities</b>	
<b>6</b>	<b>Outcome Agreements</b>	
<b>7</b>	<b>Other</b>	
<b>F - Appendices:</b>		
<p>Appendix A - Capital Budget Monitoring Report – Quarter 2 2016/17  Appendix B - Summary of the Capital Project's Expenditure to date against the Capital Budget and the Projected Expenditure at Year-End</p>		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		
<ul style="list-style-type: none"> <li>• 2016/17 Capital Budget, as recommended by this Committee on 1 March 2016;</li> <li>• 2016/17 Treasury Management Strategy Statement, approved by the Full Council on 10 March 2016;</li> <li>• 2015/16 Capital Outturn Report that went to this Committee on 31 May 2016; and</li> <li>• 2016/17 Capital Budget Monitoring Report Quarter 1, as recommended by this Committee on 19 September 2016.</li> </ul>		

## 1. INTRODUCTION

- 1.1 This is the Capital Budget monitoring report for the second quarter of the financial year and allows Members to note the progress of Capital Expenditure and Capital Receipts against the Capital Budget.
- 1.2 In March 2016, the Council approved a Capital Programme for non-housing services of £26.933m for 2016/17 and a Capital Programme of £11.636m for the HRA, and in May 2016, the Council approved Capital Slippage of £7.792m to be brought forward from 2015/16. Since the budget setting process, there has been additional schemes added onto the programme, most of which are grant funded which amounted to £5.885m. Included in this are grant schemes such as the Viable and Vibrant Places capital grant of £3.148m, Road Safety Grant of £0.105m, Safer Route in Communities £0.108m and Intermediate Care Fund grant of £0.244m. There have also been Invest to Save Capital projects approved amounting to £0.286m to be funded by Council Reserves. This brings the total Capital budget for 2016/17 to £52.246m.

## 2. PROGRESS ON EXPENDITURE 2016/17

- 2.1 Below is a summary table of the Capital expenditure to 30 September 2016, the profiled budget to 30 September 2016 and the proposed funding of the Capital Programme for 2016/17.

Service	Annual Budget £'000	Profiled Budget £'000	Actual Expenditure £'000	Committed Expenditure £'000	Total Expenditure £'000	% Profiled Budget Spend	% Annual Budget Spent
Housing General Fund	2,528	835	599	23	623	75	25
Housing HRA	14,169	4,374	3,202	462	3,663	84	26
Lifelong Learning	12,776	3,662	3,893	58	3,951	108	31
Economic and Regeneration	4,614	729	607	6	613	84	13
Highways	11,054	4,225	3,602	96	3,698	88	33
Waste Management	628	509	228	194	422	83	67
Property	1,128	701	604	4	608	87	54
Transformation	1,728	821	815	186	1,001	122	58
Planning	1,765	205	39	158	197	96	11
Adult Services	1,857	793	771	-	771	97	41
<b>Total</b>	<b>52,246</b>	<b>16,854</b>	<b>14,360</b>	<b>1,186</b>	<b>15,546</b>	<b>92</b>	<b>30</b>
<b>Funded By:</b>							
Capital Grant	24,698						
Capital Receipts	6,574						
Supported Borrowing	2,189						
Unsupported Borrowing	6,730						
Revenue Contribution	10,667						
Reserves	786						
Insurance	603						
<b>Total Funding</b>	<b>52,246</b>						

- 2.2** The Profiled budget spent to the end of the second quarter for the General Fund is 95%, however, only 30% of the annual budget has been spent to date. The reason for this is that a number of the capital schemes are weighted towards the last quarter of the financial year. By the end of the financial year, it is expected that 81% of the budget for the General Fund will be spent. The two biggest Capital Projects that will not fully spend their budget this financial year, contributing to only 81% of the budget being spent, are the Holyhead & Llangefni Strategic Infrastructure and New Highways to Wylfa Newydd. The Holyhead & Llangefni Strategic Infrastructure is still awaiting WEFO funding and it is not anticipated that any Capital Expenditure will be incurred this year. The New Highways to Wylfa Newydd is forecasted to underspend due to the Nanner Road Project coming in under the predicted cost and the online works are not as advanced as initially estimated. There are risks with some Capital projects and these are highlighted in Section 3.1.2 of this report. Some Capital schemes are well underway with the majority of the profiled budget for quarter 2 being spent. Some Capital Schemes have yet to commence, but their budget is profiled towards the latter part of the financial year. These schemes and their profile can be seen in Appendix B.
- 2.3** The Housing Revenue Account has spent 84% of its profiled budget, but only 26% of the annual budget. It is currently estimated that 86% of the budget will be spent at the end of the financial year, due to the Acquisition of Existing Stock only acquiring 30 properties from its original estimate of 40 properties. However, the 10 that will not be purchased this financial year will be purchased in 2017/18, therefore, the underspend budget will slip into the next financial year. During Quarter 2, capital contracts with carried forward commitment from 2015/16 successfully reached practical completion. A further 5 new traditional planned maintenance contracts have subsequently been awarded, which has committed over £3.8m of the budget for 2016/17. The Housing Service anticipates that these contracts will be practically complete before the end of Quarter 4. A further 2 schemes will be tendered during Quarter 3. As a result, the planned maintenance budget for 2016/17 will be fully committed before the end of Quarter 3.
- 2.4** The smallholdings programme of improvements, financed from the ring-fenced capital receipts from the sale of smallholdings and rental income, has been extended for an additional year. Expenditure on this programme continues to exceed the funding through sales and rental income. A deficit of £1.281m was brought forward from 2015/16, capital receipts to the end of the second quarter amounted to £0.860m, with expenditure of £0.579m incurred to date. As a result, the deficit now stands at £1.000m. The forecast for the second half of the year is for a further £0.762m of Capital Expenditure and £2.581m of Capital Receipts being received. This would mean that, if all the Smallholdings are sold, and are sold at the expected price, at the end of the financial year the smallholdings programme will be in surplus by £0.819m. A decision will need to be made whether to ring-fence any surplus Capital Receipts to the Smallholdings programme, or to allocate the receipts to the General Fund.

### **3. FUNDING**

#### **3.1 Capital Grants**

- 3.1.1** There are a number of Capital Grant schemes in the Capital Programme for 2016/17. At the end of the second quarter, there are some schemes that are yet to commence such as the Road Safety Grant with a budget of £0.105m and the Intermediate Care Fund with a budget of £0.244m, but it is expected that this grant allocation will be fully spent by the end of the year.

**3.1.2** There are five schemes that carry significant risk with regards to the Capital Grant funding, which are as follows:-

- The 21<sup>st</sup> Century Schools project – At the end of the second quarter, the Capital Grant for this project was claimed to profile and there is only one minor issue to report. Due to the archaeological works at Ysgol Rhyd Y Llan, there is a potential overspend of £0.150m. However, if the additional expenditure is incurred this year, we will still be within the envelope for Band A, therefore, no issues with grant funding. As this is such a large scheme with a total budget this year of £12.274m, it does carry a significant risk. Should we encounter adverse weather conditions over the winter months or unforeseen issues with the sites, it could delay the progress of these schemes. Any problems could lead to profiled spend not achieving targets in future quarters, which could result in funding being lost.
- Vibrant and Viable Places (VVP) Grant - The capital budget for 2016/17 amounts to £3.148m. At the end of the second quarter, only £0.380m has been spent, although most of the scheme's budget is heavily profiled towards the second half of the financial year. It is expected that the grant will be fully spent by the end of the year, but, given the level of expenditure required in the second half of the financial year, there is a risk that the expenditure requirement will not be reached and that grant funding will be lost. The Market Hall project had forecasted to spend £970k in 2016/17 across numerous funding streams, however, the scheme is now forecasted to spend £557k of Capital this year, all of which will be funded through VVP.
- Llangefni Link Road scheme – The current budget for the Llangefni Link Road scheme is £3.732m. Archaeological finds have been discovered on the site which has delayed the progress of the scheme. Additionally, there is still land to be purchased, which carries its own risk. At the end of the second quarter, the total expenditure was £2.201m, however, due to the unforeseen costs of the archaeological finds, the scheme is forecasted to overspend by the end of the year. There is a potential funding gap of £0.627m, and the Authority is in discussion with the Welsh Government regarding extra grant funding.
- Beaumaris Flood Alleviation Scheme – Following completion of the Coastal Element in February, phase two of the Beaumaris Flood Alleviation Scheme involves the fluvial element of the works. This has been delayed by residents' objections and failure to reach agreement with a landowner. The Welsh Government has recently adjudicated (in the Council's favour) on the objection and we are currently awaiting legal advice on a way forward in the light of this. Negotiations are still ongoing with the landowner, however, these are proving slow and inconclusive. Welsh Government has indicated that they have allocated funding for these works but as yet, due to the difficulties described above, a Grant Award has not been made. Welsh Government is also currently considering the design review that has been undertaken in the light of fluvial flooding in December last year. Subject to Legal advice on the objection and favourable consideration by Welsh Government on the design review, it is possible that some works on part of the scheme (not involving Landowner consent) could be started later this financial year, crossing over into next financial year.

- Strategic Infrastructure Holyhead & Llangefni - Business plans for both projects have been submitted to WEFO and are currently being appraised. Discussions are ongoing with Welsh Government Departments regarding match funding, with elements of the Llangefni Link Road to be utilised as part of the match funding for the Llangefni Scheme. With regard to any Brexit implications on funding, a recent announcement from HM Treasury has confirmed that any projects approved after the Autumn Statements will be underwritten by the Government, even if the UK was to leave the EU prior to project completion.

## 3.2 Capital Receipts

3.2.1 The Capital Receipts for this year to date, the budgeted Capital Receipts and the Projected Capital Receipts this financial year are:-

	Budget 2016/17 £'000	Received to 30-Sep-16 £'000	Projection to 31-Mar-17 £'000
<b>Housing HRA:</b>			
Right to Buy Sales	565	341	565
Land Sales	0	0	0
<b>Private Sector Housing:</b>			
Sales of plots	0	0	0
Repaid charges	0	0	0
Repaid grants	0	22	22
<b>Council Fund:</b>			
Smallholdings	2,285	860	3,441
General	1,480	173	1,713
Industrial	380	0	380
Schools	1,865	0	1,823
<b>Total</b>	<b>6,575</b>	<b>1,396</b>	<b>7,944</b>

3.2.2 The projected Capital Receipts at 31 March 2017 is £7.944m, with only £1.396m being received at 30 September 2016 (17.5%). This was mainly from the sale of two smallholdings (£0.860m), one property in Holyhead (£0.115m) and four Right To Buys (£0.341m). The forecasted Capital Receipts include £1.675m for the sale of former school sites, £0.320m for Parc Mount and £2.581m on various Smallholdings.

3.2.3 The Capital Receipts budget for the Housing Revenue Account Right to Buy is based on the HRA 30 year plan and it is forecasted that 8 properties will be sold in this financial year. As stated in 3.2.2, there have been 4 properties sold to the end of the second quarter.

3.2.4 Since the end of the quarter, the Authority has received £0.178m of Capital Receipts for a Smallholding in Gaerwen.



#### 4. PROJECTED ACTUAL EXPENDITURE 2016/17

4.1 Below is a table with projected Expenditure at 31 March 2017 and the revised funding:-

Service	Annual Budget £'000	Projected Expenditure £'000	Projected Under / Over Expenditure £'000	% Variance
Housing General Fund	2,528	1,952	- 576	- 23
Housing HRA	14,169	12,151	- 2,018	- 14
Lifelong Learning	12,776	12,236	- 540	- 4
Economic and Regeneration	4,614	2,200	- 2,414	- 52
Highways	11,054	8,054	- 2,999	- 27
Waste Management	628	606	- 22	- 3
Property	1,128	1,502	374	33
Transformation	1,728	1,575	- 153	- 9
Planning	1,765	1,352	- 413	- 23
Adult Services	1,857	1,434	- 423	- 23
<b>Total</b>	<b>52,246</b>	<b>43,062</b>	<b>- 9,185</b>	<b>- 18</b>
<b>Funded By:</b>	<b>Annual Budget £'000</b>	<b>Projected Funding £'000</b>	<b>Variance</b>	<b>% Variance</b>
Capital Grant	24,698	14,375	- 10,323	- 42
Capital Receipts	6,574	6,585	11	0
Supported Borrowing	2,189	6,375	4,186	191
Unsupported Borrowing	6,730	5,902	- 828	- 12
Revenue Contribution	10,667	8,936	- 1,731	- 16
Reserves	786	286	- 500	- 64
Insurance	603	603	-	-
<b>Total Funding</b>	<b>52,246</b>	<b>43,062</b>	<b>- 9,185</b>	<b>- 18</b>

4.2 As can be seen from table 4.1(above), the forecast underspend on the Capital Programme for 2016/17 is £9.185m, with a potential slippage into the 2017/18 Capital Programme of £8.180m. The other £1.005m is from schemes due for completion in 2016/17 that are under budget. The funding for the slippage will also slip into 2017/18 and will be factored in when producing the Treasury Management Strategy Statement for 2017/18. The main projects that are forecasted to be underspent are the Holyhead Strategic Infrastructure, Llangefni Strategic Infrastructure and the New Highways to Wylfa Newydd, as can be seen in Appendix B. The reasons for the underspend in the Holyhead Strategic Infrastructure and the Llangefni Strategic Infrastructure are detailed in section 3.1.2 of this report. The New Highways to Wylfa Newydd is forecasted to underspend due to the Nanner Road Project coming in under the predicted cost and the online works are not as advanced as initially estimated. The Housing Revenue Account is also due to underspend by £2.018m and this will slip into 2017/18.

4.3 The Capital Finance Requirement forecasted at 31 March 2017 is £135.478m, which is the underlying need for the Authority to borrow to be able to fund its Capital Programme. The External borrowing currently stands at £110.739m, meaning the Authority essentially needs to borrow £24.739m, either internally or externally, to fund the current Capital Programme. If this borrowing is undertaken externally, the Authority will still be within its authorised borrowing limits as per the 2016/17 Treasury Management Strategy Statement (Appendix 11).

**4.4** As can be seen from table 4.1(above), there is a significant difference in funding for Capital Grants and Supported Borrowing. The main reason for the increase in the Supported Borrowing is due to the funding arrangement of the 21<sup>st</sup> Century Schools programme for 2016/17. The Welsh Government funding is in the form of a Capital Grant and Supported Borrowing, and it was estimated that this would be split 50:50 in 2016/17. However, there is a greater weighting towards Supported Borrowing in 2016/17, meaning the Supported Borrowing has increased and Capital Grant has decreased. In future years it will be reversed with a greater weighting towards Capital Grant. This, along with the forecast under spend in the Holyhead & Llangefni Strategic Infrastructure and the forecast underspend in The New Highways to Wylfa Newydd, as previously stated, is the main reason the Capital Grant will be less in 2016/17.

## **5. FUTURE YEARS**

**5.1** The draft Capital Budget Report for 2017/18 went to the Executive on 7 November 2016. The total proposed capital programme for 2017/18 (including 21st Century Schools and Housing Revenue Account) totals £40.949m. This can be broken down to Existing Commitment from the 2016/17 Capital Programme (£8.826m), Existing Assets (£2.301m), Invest To Save (£0.271m), Highways Resurfacing (£0.760m), New Schemes (£11.675m), Unsupported Borrowing Schemes (£0.362m), 21st Century Schools (£6.865m) and the HRA (£9.889m). The proposed funding will be £21.258m (52%) from external funding sources such as Capital Grants and £19.691m (48%) from Internal sources. This includes £3.472m of supported borrowing, £5.063m of unsupported borrowing with the remaining £11.156m being funded from the General Capital Grant, Capital Receipts and the Council's own reserves.

**Summary of the Capital Project's Expenditure to date against the Capital Budget and the Projected Expenditure at Year-End**

Service	Annual Budget (£)	Profiled Budget (£)	Actual Expenditure (£)	Committed Expenditure (£)	Total Expenditure (£)	Variance to profile (£)	% Profiled Budget Spent	% Annual Budget Spent	Projected Expenditure (£)	Projected (Under) / Over £	% Variance
<b><u>Housing General Fund</u></b>											
Houses into homes to let	182,240	91,120	33,671	0	33,671	-57,449	37	18	182,240	0	0
Houses into homes to sell	167,500	83,750	25,000	0	25,000	-58,750	30	15	167,500	0	0
Houses into homes (2)	167,600	83,800	87,400	0	87,400	3,600	104	52	167,600	0	0
Housing Study & Fees VVP	7,000	0	0	0	0	0	0	0	7,000	0	0
VVP Housing Grant 1	20,000	7,192	5,569	0	5,569	-1,623	77	28	20,000	0	0
VVP Housing Grant 2	20,000	3,000	7,301	0	7,301	4,301	243	37	20,000	0	0
Compulsory Purchase-Pilot Scheme	458,550	90,000	94,955	15,392	110,347	20,347	123	24	180,000	-278,550	-61
Disabled Facilities Grants	900,560	375,000	283,644	0	283,644	-91,356	76	31	750,000	-150,560	-17
Residential Site for Gypsies and Travellers	247,000	25,000	0	2,450	2,450	-22,550	10	1	100,000	-147,000	-60
Bwlch Alltran VVP Grant	5,000	0	0	0	0	0	0	0	5,000	0	0
Victoria Gateway VVP Grant	20,000	20,000	8,610	5,506	14,117	-5,883	71	71	20,000	0	0
Cyttir Lane VVP Grant	38,190	36,000	35,000	0	35,000	-1,000	97	92	38,190	0	0
Carreg Domas VVP Grant	6,000	0	0	0	0	0	0	0	6,000	0	0
Affordable Housing brought forward 2015/16	288,700	20,000	18,053	0	18,053	-1,947	90	6	288,700	0	0
<b>Total</b>	<b>2,528,340</b>	<b>834,862</b>	<b>599,203</b>	<b>23,348</b>	<b>622,551</b>	<b>-212,311</b>	<b>75</b>	<b>25</b>	<b>1,952,230</b>	<b>-576,110</b>	<b>-23</b>
<b><u>Housing HRA</u></b>											
Central Heating Contract	350,000	0	5,040	5,600	10,640	10,640	0	3	300,000	-50,000	-14
Planned Maintenance Contract	5,190,678	2,514,825	1,755,976	369,463	2,125,439	-389,386	85	41	5,190,678	0	0
BMU Vehicles 16/17	80,000	80,000	33,316	64,154	97,470	17,470	122	122	97,470	17,470	22
Environmental Works	362,500	154,401	129,988	0	129,988	-24,413	84	36	362,500	0	0
Remodelling of Existing Stock	450,000	0	6,500	0	6,500	6,500	0	1	450,000	0	0
Acquisition of Existing Properties	6,452,830	1,000,000	764,241	0	764,241	-235,759	76	12	4,500,000	-1,952,830	-30
Public Sector Adaptations	250,000	225,000	206,169	22,395	228,565	3,565	102	91	450,000	200,000	80
Fire Risk	250,000	25,000	0	0	0	-25,000	0	0	50,000	-200,000	-80
BMU Transformation Tools	33,000	0	0	0	0	0	0	0	0	-33,000	-100
WHQS Internal Works	750,000	375,000	300,526	0	300,526	-74,474	80	40	750,000	0	0
<b>Totals for : Housing HRA</b>	<b>14,169,008</b>	<b>4,374,227</b>	<b>3,201,756</b>	<b>461,612</b>	<b>3,663,369</b>	<b>-710,858</b>	<b>84</b>	<b>26</b>	<b>12,150,648</b>	<b>-2,018,360</b>	<b>-14</b>
<b><u>Lifelong Learning</u></b>											
Rewire Education Buildings	37,000	0	29,310	0	29,310	29,310	0	79	37,000	0	0
Disabled Access in Education Building	300,000	0	95,711	0	95,711	95,711	0	32	280,000	-20,000	-7
School Catering Facilities	165,000	0	148,265	0	148,265	148,265	0	90	165,000	0	0
21st Century Schools - Holyhead	7,297,000	2,858,889	2,356,860	16,422	2,373,282	-485,607	83	33	7,595,710	298,710	4
21st Century Schools - Holyhead - VVP	270,000	200,000	250,000	0	250,000	50,000	125	93	270,000	0	0
21st Century Scools - Llanau	3,960,000	577,705	972,030	17,237	989,267	411,562	171	25	3,463,178	-496,822	-13
21st Century Scools - Parc Y Bont	150,000	5,725	725	725	1,450	-4,275	25	1	30,000	-120,000	-80
21st Century Scools - Bro Rhosyr / Bro Aberffraw	390,000	19,365	40,092	23,574	63,666	44,301	329	16	385,000	-5,000	-1
21st Century Scools - Bro Seiriol	207,000	0	0	0	0	0	0	0	10,000	-197,000	-95
	<b>12,776,000</b>	<b>3,661,684</b>	<b>3,892,993</b>	<b>57,958</b>	<b>3,950,951</b>	<b>289,267</b>	<b>108</b>	<b>31</b>	<b>12,235,888</b>	<b>-540,112</b>	<b>-4</b>

Service	Annual Budget (£)	Profiled Budget (£)	Actual Expenditure (£)	Committed Expenditure (£)	Total Expenditure (£)	Variance to profile (£)	% Profiled Budget Spent	% Annual Budget Spent	Projected Expenditure (£)	Projected (Under) / Over £	% Variance
<b>Economic and Regeneration</b>											
Holyhead Bus. Inv. Fund VVP Grant	152,710	54,775	25,941	0	25,941	-28,834	47	17	152,710	0	0
Partnership Funding Unallocated Budget	58,000	0	0	0	0	0	0	0	58,000	0	0
Public Conveniences	44,770	0	0	0	0	0	0	0	44,770	0	0
Holyhead Strategic Infrastructure	1,257,000	0	0	0	0	0	0	0	0	-1,257,000	-100
Llangefni Strategic Infrastructure	1,157,000	0	0	0	0	0	0	0	0	-1,157,000	-100
Planning System Invest To Save	93,000	0	0	0	0	0	0	0	93,000	0	0
Penrhos Units Upgrade VVP Grant	12,640	7,059	6,964	4,104	11,068	4,009	157	88	12,640	0	0
Ynys Mon Gymnastics Club VVP Grant	8,000	0	3,492	0	3,492	3,492	0	44	8,000	0	0
Active Community Development VVP Grant	40,000	15,000	0	1,192	1,192	-13,809	8	3	40,000	0	0
Mon CF Environmental Training VVP Grant	20,000	0	0	0	0	0	0	0	20,000	0	0
Boxing Club VVP Grant	3,800	0	0	0	0	0	0	0	3,800	0	0
Millbank Improvements VVP Grant	2,140	2,140	2,446	0	2,446	306	114	114	2,140	0	0
Millbank Community Centre VVP Grant	80,000	0	0	0	0	0	0	0	80,000	0	0
VVP Projects yet to be finalised	1,031,770	0	0	0	0	0	0	0	1,031,770	0	0
Plas Arthur Leisure Centre Upgrade	3,250	1,625	1,530	461	1,992	367	123	61	3,250	0	0
Amlwch Leisure Centre Upgrade	2,810	1,405	2,029	0	2,029	624	144	72	2,810	0	0
LED Lighting	38,000	38,000	37,749	0	37,749	-251	99	99	38,000	0	0
Re-roofing Leisure Centre	262,500	262,500	224,797	0	224,797	-37,704	86	86	262,500	0	0
Re-roofing Holyhead Leisure Centre	340,000	340,000	295,793	0	295,793	-44,207	87	87	340,000	0	0
Holyhead Lesisure Centre VVP Grant	6,500	6,500	6,397	0	6,397	-103	98	98	6,500	0	0
<b>Total</b>	<b>4,613,890</b>	<b>729,004</b>	<b>607,138</b>	<b>5,757</b>	<b>612,894</b>	<b>-116,110</b>	<b>84</b>	<b>13</b>	<b>2,199,890</b>	<b>-2,414,000</b>	<b>-52</b>
<b>Highways and Transportation</b>											
Car Parks	41,390	22,790	26,666	0	26,666	3,876	117	64	41,390	0	0
Vehicles	374,400	163,460	163,460	0	163,460	0	100	44	374,400	0	0
County Prudential Borrowing Initiative	2,229,120	1,473,000	1,221,387	0	1,221,387	-251,613	83	55	2,229,120	0	0
Beaumaris Flood Alleviation Works (WG)	600,000	26,247	26,247	0	26,247	0	100	4	26,247	-573,753	-96
New Highways to Wylfa Newydd	3,784,000	348,000	0	0	0	-348,000	0	0	839,828	-2,944,172	-78
LED Lighting	80,270	0	0	0	0	0	0	0	80,270	0	0
Llangefni Link Road	3,731,570	2,125,000	2,105,853	95,537	2,201,390	76,390	104	59	4,250,000	518,430	14
SRIC 16/17	108,000	0	58,510	0	58,510	58,510	0	54	108,000	0	0
Road Safety Grant	105,000	67,000	0	0	0	-67,000	0	0	105,000	0	0
<b>Total</b>	<b>11,053,750</b>	<b>4,225,497</b>	<b>3,602,124</b>	<b>95,537</b>	<b>3,697,661</b>	<b>-527,836</b>	<b>88</b>	<b>33</b>	<b>8,054,255</b>	<b>-2,999,495</b>	<b>-27</b>
<b>Waste Management</b>											
Purchase Telehandler and Weightbridge	118,520	0	0	0	0	0	0	0	97,000	-21,520	-18
New Waste Collection System	509,000	509,000	228,499	193,785	422,284	-86,716	83	83	509,000	0	0
<b>Total</b>	<b>627,520</b>	<b>509,000</b>	<b>228,499</b>	<b>193,785</b>	<b>422,284</b>	<b>-86,716</b>	<b>83</b>	<b>67</b>	<b>606,000</b>	<b>-21,520</b>	<b>-3</b>
<b>Property</b>											
DDA	100,000	0	4,856	0	4,856	4,856	0	5	100,000	0	0
Holyhead Fishdock	96,340	0	0	0	0	0	0	0	0	-96,340	-100
Llanbedgoch cemetery	85,680	0	415	0	415	415	0	0	415	-85,265	-100
Llanddona Cemetery	45,590	30,000	23,755	0	23,755	-6,245	79	52	60,000	14,410	32
Smallholdings	800,000	670,607	575,433	3,700	579,133	-91,474	86	72	1,341,213	541,213	68
<b>Total</b>	<b>1,127,610</b>	<b>700,607</b>	<b>604,459</b>	<b>3,700</b>	<b>608,159</b>	<b>-92,448</b>	<b>87</b>	<b>54</b>	<b>1,501,628</b>	<b>374,018</b>	<b>33</b>

Service	Annual Budget (£)	Profiled Budget (£)	Actual Expenditure (£)	Committed Expenditure (£)	Total Expenditure (£)	Variance to profile (£)	% Profiled Budget Spent	% Annual Budget Spent	Projected Expenditure (£)	Projected (Under) / Over £	% Variance
<b>Transformation</b>											
Smarter Working-Capital	953,060	534,000	567,918	117,031	684,949	150,949	128	72	800,000	-153,060	-16
EDMS Invest to Save	57,860	0	0	0	0	0	0	0	57,860	0	0
Corporate Website Content System	75,000	0	0	0	0	0	0	0	75,000	0	0
Software Licensing	72,000	72,000	72,000	0	72,000	0	100	100	72,000	0	0
Network Upgrade	60,000	0	0	0	0	0	0	0	60,000	0	0
Server Storage Replacement	150,000	60,000	0	59,402	59,402	-598	99	40	150,000	0	0
CRM System Invest to Save	135,000	0	0	0	0	0	0	0	135,000	0	0
IT Backup system	35,100	35,100	61,463	9,625	71,088	35,988	203	203	35,100	0	0
IT Citrix	190,000	120,000	113,255	0	113,255	-6,745	94	60	190,000	0	0
<b>Total</b>	<b>1,728,020</b>	<b>821,100</b>	<b>814,636</b>	<b>186,059</b>	<b>1,000,695</b>	<b>179,595</b>	<b>122</b>	<b>58</b>	<b>1,574,960</b>	<b>-153,060</b>	<b>-9</b>
<b>Planning</b>											
Holyhead Market Hall Hub Project	970,000	175,000	35,062	136,165	171,227	-3,774	98	18	557,500	-412,500	-43
Holy Island Landscape Development VVP	5,000	5,000	3,406	0	3,406	-1,594	68	68	5,000	0	0
Development Fees VVP THI phase 2	789,730	25,000	440	21,715	22,155	-2,845	89	3	789,730	0	0
<b>Total</b>	<b>1,764,730</b>	<b>205,000</b>	<b>38,908</b>	<b>157,880</b>	<b>196,788</b>	<b>-8,213</b>	<b>96</b>	<b>11</b>	<b>1,352,230</b>	<b>-412,500</b>	<b>-23</b>
<b>Adult Services</b>											
CCIS Implementation	459,000	53,300	30,907	0	30,907	-22,393	58	7	74,300	-384,700	-84
Canolfan Byron	150,000	0	0	0	0	0	0	0	150,000	0	0
Extra Care Llangedfni	700,000	700,000	700,000	0	700,000	0	100	100	700,000	0	0
Haulfre Refurbishment	206,760	40,000	39,191	0	39,191	-809	98	19	168,000	-38,760	-19
Plas Crigyll residential Care Home	98,000	0	490	0	490	490	0	1	98,000	0	0
Intermediate Care Fund Capital Grant	243,640	0	0	0	0	0	0	0	243,640	0	0
<b>Total</b>	<b>1,857,400</b>	<b>793,300</b>	<b>770,589</b>	<b>0</b>	<b>770,589</b>	<b>-22,711</b>	<b>97</b>	<b>41</b>	<b>1,433,940</b>	<b>-423,460</b>	<b>-23</b>
<b>Total</b>	<b>52,246,268</b>	<b>16,854,280</b>	<b>14,360,303</b>	<b>1,185,636</b>	<b>15,545,939</b>	<b>-1,308,341</b>	<b>92</b>	<b>30</b>	<b>43,061,669</b>	<b>-9,184,599</b>	<b>-18</b>

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
Report to:	<b>THE EXECUTIVE AND FULL COUNCIL</b>
Date:	<b>28/11/16 and 15/12/16</b>
Subject:	<b>For the Council to adopt the powers listed in Enclosure 1 and for such powers to be delegated to the Head of Service (Regulation and Economic Development)</b>
Portfolio Holder(s):	<b>Councillor Richard A. Dew Councillor Alwyn Rowlands</b>
Head of Service:	<b>Dylan Williams – Head of Service (Regulation and Economic Development) Lynn Ball – Head of Function (Council Business) / Monitoring Officer</b>
Report Author: Tel: E-mail:	<b>Mared Wyn Yaxley – Solicitor: Corporate Governance Ext. 2566 mwyys@ynysmon.gov.uk</b>
Local Members:	<b>N/A</b>

<b>A –Recommendation/s and reason/s</b>
<p>1. That Council:</p> <ul style="list-style-type: none"> <li>1.1 Adopt the powers listed in <b>Enclosure 1</b>,</li> <li>1.2 Amend the Scheme of Delegation in the Constitution to delegate the exercise of the said powers to the Head of Service (Regulation and Economic Development)</li> <li>1.3 Authorise the Council’s Head of Function (Council Business) / Monitoring Officer to make the necessary changes to the Scheme of Delegation, and any consequential amendments, to reflect the adoption and delegation of the said powers</li> </ul>

<b>B – What other options did you consider and why did you reject them and/or opt for this option?</b>
<p>The Council has the option of refusing to adopt the powers at <b>Enclosure 1</b> but adopting (and delegating) the powers will enable the Council to operate a wider range of solutions. Details of the purpose for which each power may be used is explained at <b>Enclosure 2</b>.</p>

<b>C – Why is this a decision for the Executive?</b>
As the report proposes to amend the Scheme of Delegation, which is part of the Constitution, then this report must be considered by the Executive before a final decision is made by Council

<b>CH – Is this decision consistent with policy approved by the full Council?</b>
Yes, where relevant

<b>D – Is this decision within the budget approved by the Council?</b>
The cost of exercising these new/additional powers will fall within the operational budget of the Service
Potential costs will be one of the considerations taken into account before the powers are engaged; on a case by case basis

<b>DD – Who did you consult?</b>	<b>What did they say?</b>
<b>1 Chief Executive / Senior Leadership Team (SLT)</b> (mandatory)	Discussed at SLT meeting on 31.10.2016 – supportive
<b>2 Finance / Section 151</b> (mandatory)	Part of 1 above
<b>3 Legal / Monitoring Officer</b> (mandatory)	Report by the Legal Section/Monitoring Officer – proposal supported
<b>4 Human Resources (HR)</b>	Not relevant
<b>5 Property</b>	Not relevant
<b>6 Information Communication Technology (ICT)</b>	Not relevant
<b>7 Procurement</b>	Not relevant
<b>8 Scrutiny</b>	Not relevant
<b>9 Local Members</b>	Not relevant
<b>10 Any external bodies / other/s</b>	Portfolio Holders/Shadow Portfolio Holders

<b>E – Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	Not relevant
<b>2</b>	<b>Anti-poverty</b>	Exercise of the powers based on the merit of the circumstances may benefit deprived areas
<b>3</b>	<b>Crime and Disorder</b>	Some of the legislation included at <b>Enclosure 1</b> is aimed at addressing issues



		of crime / illegal activity
4	<b>Environmental</b>	Exercise of some of the powers to be delegated to the Head of Service (Regulation and Economic Development) will seek to address certain environmental matters including food hygiene and animal welfare etc.
5	<b>Equalities</b>	Not relevant
6	<b>Outcome Agreements</b>	Not relevant
7	<b>Other</b>	Not relevant

<b>F - Appendices:</b>
<p><b>Enclosure 1</b> :- The list of additional powers which may be adopted by the Council, and under which the Head of Service (Regulation and Economic Development), may exercise his delegated authority</p> <p><b>Enclosure 2</b>:- A table summarising the reasons for the additional delegated powers</p>

<b>FF - Background papers (please contact the author of the Report for any further information):</b>
None

## Enclosure 1

Additional legislation to be added to the Scheme of Delegation to the Head of Service (Regulation and Economic Development) :-

The Antisocial Behaviour, Crime & Policing Act 2014  
The Housing (Wales) Act 2014  
The Intellectual Property Act 2014  
The Consumer Rights Act 2015  
The Psychoactive Substances Act 2016  
The Enterprise Act 2016  
The Environment (Wales) Act 2016  
The General Food Regulations 2004  
The Official Feed and Food Controls (Wales) Regulations 2009  
The Animal By-Products (Enforcement) (Wales) Regulations 2014  
The Animal Welfare (Breeding of Dogs)(Wales) Regulations 2014  
The Sheep and Goats (Records, Identification and Movement) (Wales) Order 2015  
The Microchipping of Dogs (Wales) Regulations 2015  
The Animal Feed (Composition, Marketing and Use) (Wales) Regulations 2016  
The Animal Feed (Hygiene, Sampling etc. and Enforcement) (Wales) Regulations 2016  
The Environmental Permitting (England and Wales) Regulations 2010 (as amended)  
The Food Hygiene Rating (Wales) Act 2013  
The Food Hygiene (Wales) (Amendment) Regulations 2014  
The Food Hygiene (Wales)(Amendment)(No2) Regulations 2014  
The Food Hygiene Rating (Promotion of Food Hygiene Rating) (Wales) Regulations 2016  
The Food Information (Wales) Regulations 2014  
The Products Containing Meat etc (Wales) Regulations 2014  
The Food with Added Phytosterols or Phytostanols (Labelling)(Wales) Regulations 2014  
The Fish Labelling (Wales)(Amendment) Regulations 2014  
The Country of Origin of Certain Meats (Wales) Regulations 2015  
The Honey (Wales) Regulations 2015  
The Natural Mineral, Spring Water and Bottled Drinking Water (Wales) Regulations 2015  
The Private Water Supplies (Wales)(Amendment) Regulations 2016  
The Nicotine Inhaling Products (Age of Sale and Proxy Purchasing) Regulations 2015  
The Packaging (Essential Requirements) Regulations 2015  
The Petroleum (Consolidation) Regulations 2014  
The Proxy Purchasing of Tobacco, Nicotine Products etc. (Fixed Penalty Notices)(Wales) Regulations 2015  
The Smoke-free (Private Vehicles) Regulations 2015  
The Smoke-free Premises, etc (Wales)(Amendment) Regulations 2016  
The Standardised Packaging of Tobacco Products Regulations 2015  
The Tobacco and Related Products Regulations 2016  
The Marriage of Same Sex Couples (Conversion of Civil Partnership) Regulations 2014  
The Marriage of Same Sex Couples (Registration of Building and Appointment of Authorised Persons) (Amendment) Regulations 2014  
The Reporting of Suspicious Marriages and Civil Partnerships (Amendment) Regulations 2014  
The Gender Recognition Register (Marriage and Civil Partnership) Regulations 2015  
The Proposed Marriages and Civil Partnerships (Waiting Periods) Regulations 2015  
The Registration of Marriages Regulations 2015

### Additional Public Protection Legislation – 2016

Subject Area	Title	Purpose
Trading Standards	The Intellectual Property Act 2014	An Act that modernises and simplifies certain aspects of intellectual property law. Forms part of the legislative framework that allows Trading Standards to tackle “counterfeiting” of goods
	The Consumer Rights Act 2015	An Act to consolidate and amend the law relating to the rights of consumers. It makes provision about the investigatory powers for enforcing the regulation of traders.
	The Psychoactive Substances Act 2016	An Act that creates a blanket ban on the production, distribution, sale and supply of psychoactive substances for human consumption. It gives Police and Trading Standards a range of powers to enforce the ban. The Police have the main powers and responsibilities but local authorities also have responsibilities to enforce.
	The Enterprise Act 2016	An Act which includes the requirement for regulators to have regard to the Regulators’ Code. It also extends the Primary Authority Scheme established by the Regulatory Enforcement and Sanctions Act 2008.
	a)The Nicotine Inhaling Products (Age of Sale and Proxy Purchasing) Regulations 2015 The Proxy Purchasing of Tobacco, Nicotine Products etc. (Fixed Penalty Notices)(Wales) Regulations 2015 b)The Standardised Packaging of Tobacco Products Regulations 2015 The Tobacco and Related Products Regulations 2016 c)The Smoke-free (Private Vehicles) Regulations 2015 The Smoke-free Premises, etc (Wales)(Amendment) Regulations 2016	a) Regulations relating to sales of tobacco products – powers assisting our enforcement of sale to underage children b) Regulations laying down rules relating to packaging of tobacco products c) Welsh Government regulations governing smoking in vehicles and other premises
	The Packaging (Essential Requirements) Regulations 2015	Regulations updating the rules on packaging and packaging waste
	The Petroleum (Consolidation) Regulations 2014	Regulations updating rules on storage of petroleum products
Animal Health	a)The Animal By-Products (Enforcement) (Wales) Regulations 2014 b)The Sheep and Goats (Records, Identification and Movement) (Wales) Order 2015 c) The Animal Welfare (Breeding of Dogs)(Wales) Regulations 2014 The Microchipping of Dogs (Wales) Regulations 2015	a) Regulations updating rules on proper disposal of animal carcasses b) Regulation updating rules relating to record keeping for owners of sheep & goats c) Regulations updating rules governing commercial dog breeders and introducing rules requiring dog owners to microchip their dogs
Food Safety	a)The Official Feed and Food Controls (Wales) Regulations 2009 b)The Food Hygiene Rating (Wales) Act 2013 The Food Hygiene (Wales) (Amendment) Regulations 2014 The Food Hygiene (Wales)(Amendment)(No2) Regulations 2014 The Food Hygiene Rating (Promotion of Food Hygiene Rating) (Wales) Regulations 2016 c)The General Food Regulations 2004 d)The Food Information (Wales) Regulations 2014 The Products Containing Meat etc (Wales) Regulations 2014 The Food with Added Phytosterols or Phytosterols (Labelling)(Wales) Regulations 2014 The Fish Labelling (Wales)(Amendment) Regulations 2014 The Country of Origin of Certain Meats (Wales) Regulations 2015 The Honey (Wales) Regulations 2015 The Natural Mineral, Spring Water and Bottled Drinking Water (Wales) Regulations 2015	a) Regulations on official controls performed to ensure the verification of compliance with feed and food law, animal health and welfare rules. b) Regulations governing the rules introduced in relation to the Food Hygiene rating of premises. c) Regulations updating rules on enforcing controls on such things as import and export of food, traceability, presentation, safety, withdrawal and recall of food. d) Regulations updating and extending rules relating to the labelling, composition and supply of certain foodstuffs
Feed Hygiene	The Animal Feed (Composition, Marketing and Use) (Wales) Regulations 2016 The Animal Feed (Hygiene, Sampling etc. and Enforcement) (Wales) Regulations 2016	Regulations updating and expanding the rules relating to labelling of animal feed and the rules governing enforcement processes.
Environment	a)The Environment (Wales) Act 2016 b)The Private Water Supplies (Wales)(Amendment) Regulations 2016	a) An Act to improve environmental controls such as charges for carrier bags, reduction in emissions, collection and disposal of waste, shellfisheries management and marine licensing.

Enclosure 2

	c) The Environmental Permitting (England and Wales) Regulations 2010 (as amended)	b) Regulations updating the rules governing private water supplies c) These regulations are in place to set up an environmental permitting regime requiring operators carrying out certain operations to obtain permits for some facilities, to register others as exempt and provides for ongoing supervision by regulators.
<b>Housing</b>	The Housing (Wales) Act 2014	An Act introducing a compulsory registration and licensing scheme for private rented sector landlords and letting and management agents, which will be delivered by Rent Smart Wales, but enforced by local authorities.
<b>Civil Registration</b>	a) The Marriage of Same Sex Couples (Conversion of Civil Partnership) Regulations 2014 The Marriage of Same Sex Couples (Registration of Building and Appointment of Authorised Persons) (Amendment) Regulations 2014 The Gender Recognition Register (Marriage and Civil Partnership) Regulations 2015 b)The Reporting of Suspicious Marriages and Civil Partnerships (Amendment) Regulations 2014 c)The Proposed Marriages and Civil Partnerships (Waiting Periods) Regulations 2015 d)The Registration of Marriages Regulations 2015	a) Regulations introducing rules concerning same sex marriages and premises able to conduct the ceremonies b) Regulations updating the rules concerning the reporting of suspicious marriages. c) Regulations setting out how an application to reduce the waiting period for marrying or registering a civil partnership must be made to the Secretary of State d) Regulations setting out rules concerning the content and format of notices and documentation associated with registering marriages.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>28<sup>th</sup> November, 2016</b>
<b>Subject:</b>	<b>Growth Track 360</b>
<b>Portfolio Holder(s):</b>	<b>Cllr. Ieuan Williams</b>
<b>Chief Executive:</b>	<b>Dr Gwynne Jones</b>
<b>Report Author:</b>	<b>Dylan J. Williams – Head of Service Economic &amp; Community Regeneration Service</b>
<b>Tel:</b>	<b>01248 752 499</b>
<b>E-mail:</b>	<b><a href="mailto:dylanjwilliams@anglesey.gov.uk">dylanjwilliams@anglesey.gov.uk</a></b>
<b>Local Members:</b>	<b>Of relevance to all Elected Members</b>

<b>A – Recommendation/s and reason/s</b>
<ol style="list-style-type: none"> <li>1. To Adopt Growth Track 360 as the Council's Rail Improvement Programme.</li> <li>2. To write to the UK Government Secretaries of State for the Wales Office and Transport (DfT) giving the Council's support for Growth Track 360.</li> <li>3. To write to the Chancellor of the Exchequer with copies to the DfT and the Wales Office seeking £130m to be provided for implementing the Growth Track 360 Short Term Programme in the 2016 Autumn Statement and 2017 Budget.</li> <li>4. To write to the Welsh Government Minister for Economy and Transport regarding the Growth Track 360 proposed Service Pattern for North Wales to be specified in the new Wales and Border Franchise.</li> </ol> <p>The North Wales Councils identified poor transport infrastructure as a barrier to economic growth on establishing the North Wales Economic Ambition Board in 2011/2012 and gave priority to a campaign to modernise the railway network in North Wales. The Mersey Dee Alliance Board (MDA) has also long recognised cross border transport infrastructure as a priority area of work and agreed to support the campaign of the NWEAB. The campaign identified its priorities as: -</p> <ul style="list-style-type: none"> <li>• Rail electrification supported by</li> <li>• Faster and more frequent services to connect North Wales with Liverpool and Manchester and their airports.</li> </ul> <p>The package of faster, more frequent services to destinations linked to employment zones along with electrification is designed to make the network more competitive with the private car and capable of assisting economic growth in the region.</p>

**B – What other options did you consider and why did you reject them?**

1. Do Nothing – Continuing with the status quo in terms of the current provision of transport infrastructure will not enable growth in the North Wales economy.

**C – Why is this decision for the Executive?**

It is critical that the Growth Track 360 is unanimously endorsed by each Executive Committee from the 6 Local Authorities to provide a mandate for the Task Force to work closely with the Welsh Government and Department for Transport.

As Anglesey is the most westerly of all Authorities it is imperative that the County Council demonstrates its commitment to the proposal to ensure that transport and infrastructure connections are improved for our residents.

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

The proposed way forward is consistent with the IACC's Corporate Plan and Economic & Community Regeneration Service Delivery Plan (2015/ 16).

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

The proposed way forward is consistent and aligned with the approved budget of the Economic & Community Regeneration Service.

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

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

<b>F – Appendices:</b>	
1.	Briefing Paper – GT 360 Priorities October 2016
2.	Rail Modernisation in North Wales and the Mersey – Dee Areas

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



**BRIEFING – GT360 PRIORITIES  
OCTOBER 2016**

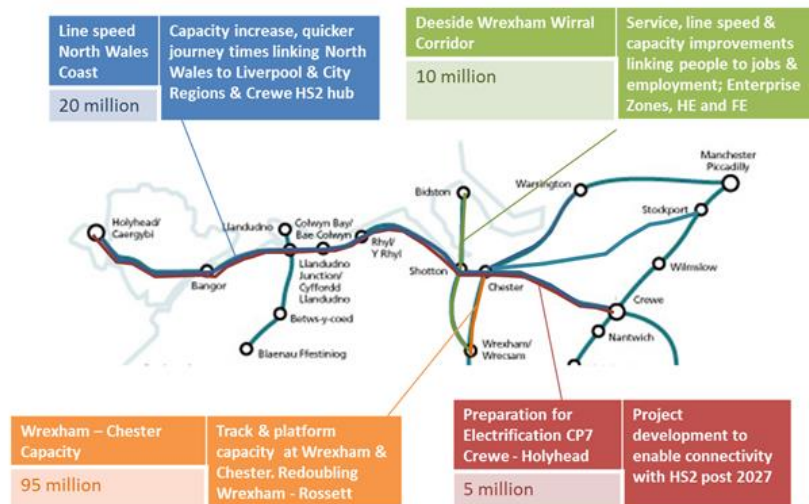
The GT360 campaign has identified key priorities to help give definition to the immediate requests to government and industry. These priorities address both the infrastructure improvements that are needed to unlock the sub-regional network and also service improvements that are required in franchise renewals.

Growth Track 360 remains fully committed to the long-term aim for electrification and connectivity to Crewe Hub and HS2. A key lobby point remains for increased HS2 services to Crewe with the potential for long-term of classic-compatible services to Holyhead which intrinsically requires electrification.

**Governance**

The North Wales and Mersey-Dee Cross Border Rail Task Force has established and embedded a governance structure for the GT360 programme (Appendix A). This delivers both political and strategic leadership and technical project development with industry in the Growth Track Industry Group.

**Priority Infrastructure Projects for inclusion in CP6 Planning – £130 million**



This suite of infrastructure improvements has been identified in the Wales and Border Route study and will help provide the catalyst for growth. These improvements will allow increased service capacity with quicker journeys and will provide the first step towards transformational change within the cross-border economy. These initial infrastructure projects are required to enable enhanced services to be delivered.



## Detailed Table of Prioritised Infrastructure Improvements

<b>Improving Today's Railway (Initial Industry)</b>		
<b>Project</b>	<b>Estimated Cost</b>	<b>Comments / Benefits</b>
<b>Wrexham – Chester Capacity</b> <ul style="list-style-type: none"> <li>Track and Platform capacity at Chester Station</li> <li>Track and Platform capacity at Wrexham General Station</li> <li>Redoubling Wrexham – Rossett</li> </ul>	£40 million  £10 million  £45 million	Three linked projects combining; Additional track and signalling infrastructure with additional capacity at Chester and Wrexham General stations, all of which are critical to enable service growth and improving connectivity with the Northern Powerhouse and other regions.
<b>Rail Capacity Supporting Economic Growth</b>		
<b>Line Speed Improvements</b> Holyhead to Warrington / Crewe	£20 million	Capacity and journey time reductions linking North Wales, Chester, with Manchester and Liverpool City Regions and Crewe HS2 Hub
<b>Deeside – Wrexham – Wirral Corridor</b> <ul style="list-style-type: none"> <li>Wrexham Bidston Improvements</li> <li>Shotton Hub</li> </ul>	£10 million	Service, line speed and capacity improvements linking Enterprise Zones, Higher Education and Further Education provision and population
<b>HS2 Enabling Project</b>		
<b>Preparation for Electrification CP7</b> Preparation work for CP7 Delivery – Warrington / Crewe – Holyhead Electrification	£5 million	Funding to undertake development work towards electrification to ensure that North Wales and cross border services can fully benefit from HS2 and enable classic compatible services after 2027.

### Essential Minimum Franchise Commitments For Service Improvements

Two way service patterns providing a minimum 4 trains per hour (tph) along the North Wales coast and 2 tph between Wrexham and Chester by combining through trains, joining up of trains at Chester or robust connections to provide the connectivity of:

- 1 x tph Holyhead / Bangor / Llandudno / Chester to London through services (Inter City West Coast franchise)

- 2 x tph North Wales Coast to Manchester - ideally one of these a fast service (Wales and Borders franchise)
- 1 x tph North Wales Coast to Chester continuing to Birmingham International or Cardiff Central on alternate hours. (Wales and Borders franchise)
- 1 x tph N Wales Coast and Wrexham to Liverpool via Halton Curve (Wales and Borders franchise)
- 2 x tph between Wrexham and Bidston (Wales and Borders franchise)

For N Wales coast services alternative trains could operate from either of Holyhead / Bangor / Llandudno to give a balanced service to all destinations.

An optional approach would be to have stopping services along the coast from Holyhead to Llandudno / Chester allowing longer distance services to be accelerated by not having to stop at all intermediate stations.

All stations to have at least 2tph (Llandudno Jct to Chester) and 1 tph (Llandudno Jct to Holyhead).

#### Rolling Stock

The new Wales and Borders franchise should include a rolling stock strategy that should be:

Flexible - To avoid using too many train paths at busy parts of the network, consideration to link trains at hubs should be given. E.g. 2 coach train from Bangor joins a 2 coach train from Llandudno at Llandudno Jct. A further 2 coach train from Wrexham would join at Chester giving a 6 coach service to Manchester / Liverpool at peak times.

Long distance rolling stock to be min 100 mph, with good quality Wi-Fi, plug sockets and plenty of tables for business use. Local and commuter stock would be configured differently.

#### Franchise Management Options

The new franchise could include options for more localised management of the franchise to ensure close connections with communities and rail users.

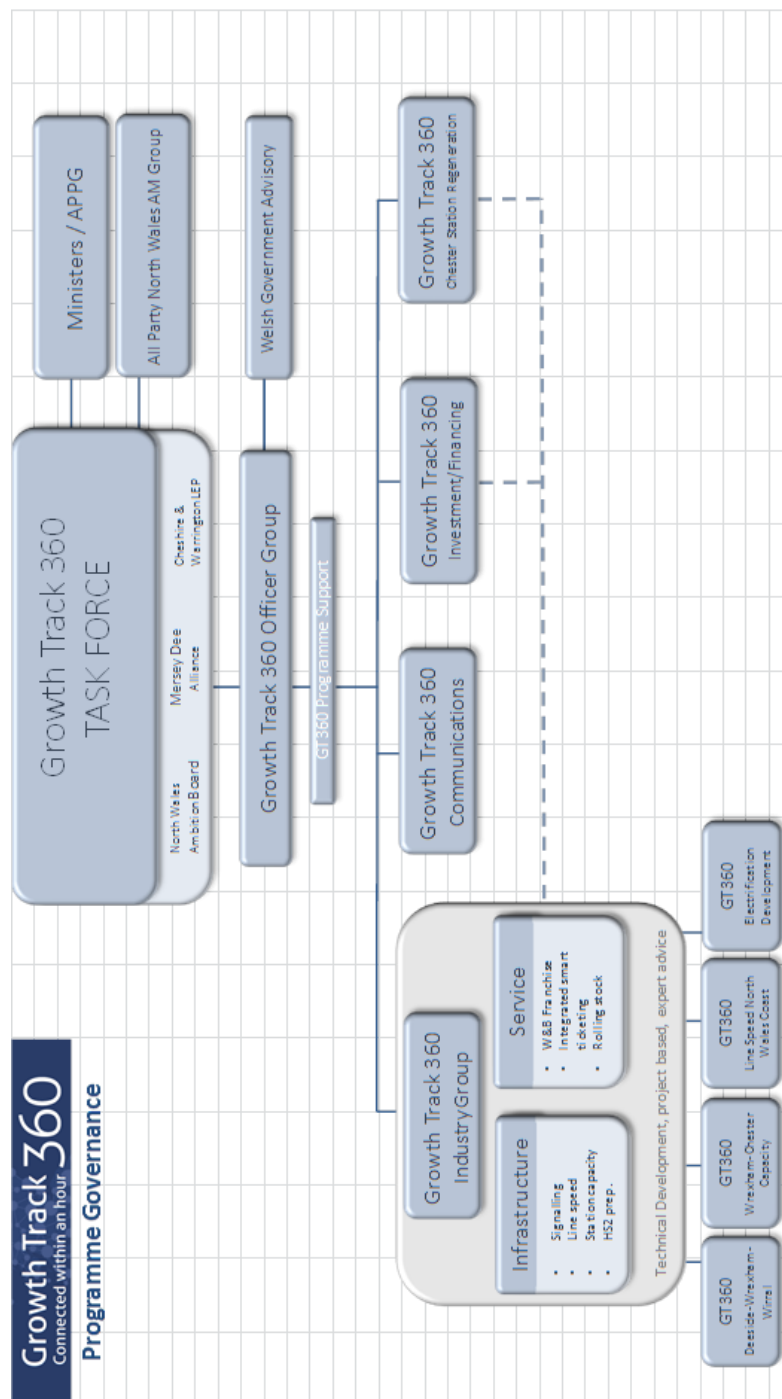
Having scope for a local management unit for "local / stopping" services on the N Wales Coast and between Wrexham - Bidston and on the Conwy Valley line would be useful. Local management issues could include

- Ticket and fare strategy
- Marketing
- Time table
- Demand improvement measures including car parking and station facilities

- Initiatives to encourage small and medium sized businesses and social enterprise

Flexibility to vary the franchise and service specification to suit changing services is essential. If the franchise extends beyond the period when HS2 or electrification takes place, there should be scope for a fundamental review of services.

## Appendix A



# Rail Modernisation in North Wales and the Mersey – Dee Areas

## Purpose of the Report

The purpose of this report is to inform elected members of work being undertaken to secure improvement of the rail network in the North Wales and Mersey Dee Area, how it is being undertaken and by whom.

The Report summarises proposals for: -

- Investment in rail infrastructure, such as signalling, track and stations which are the non-devolved responsibility of Network Rail and UK Department of Transport (DfT)
- Service improvements through the renewal of the Wales and Borders Franchise which is devolved to the Welsh Government from early in 2017 and

There are recommendations on how the Council can express its support to the UK and Welsh Governments for the proposals being made.

The Growth Track 360/Connected Within an Hour campaign document is attached for information.

## Background – Starting Point and Objectives

The North Wales Councils identified poor transport infrastructure as a barrier to economic growth on establishing the North Wales Economic Ambition Board in 2011/2012 and gave priority to a campaign to modernise the railway network in North Wales. The Mersey Dee Alliance Board has also long recognised cross border transport infrastructure as a priority area of work and agreed to support the campaign of the NWEAB. The campaign identified its priorities as: -

- Rail electrification supported by
- Faster and more frequent services to connect North Wales with Liverpool and Manchester and their airports.

The package of faster, more frequent services to destinations linked to employment zones along with electrification is designed to make the network more competitive with the private car and capable of assisting economic growth in the region.

The campaign led to a rail summit in November 2015 attended by the then Welsh Government Minister for the Economy and Transport, Edwina Hart AM, the Rail Minister in the UK Government, then Claire Perry MP and the Wales Office Minister, Alan Cairns MP, now Secretary of State for the Wales Office.

It was a great achievement to bring three ministers together and unify UK and Welsh Government Ministers in support of improving the North Wales Rail Network.

Their advice to North Wales, the Mersey Dee Alliance (MDA) and the Cheshire and Warrington Local Enterprise Partnership (C&WLEP) was to join forces to campaign for improvements to the rail network given that the Network crosses administrative boundaries and serves a functional cross border economy

The Rail Summit therefore led to the creation of a cross border Rail Task Force to take forward a campaign to modernise the North Wales and Mersey Dee Rail Network and improve its Connectivity to the North West of England and the wider UK Rail Network.

## The North Wales and Mersey Dee Rail Task Force

The North Wales and Mersey Dee Rail Taskforce brings together representatives of the North Wales Economic Ambition Board, the Mersey Dee Alliance, the Cheshire and Warrington Local Enterprise Partnership and Merseytravel along with Business Representatives from North Wales and Cheshire.

The Task Force has the political support of the Welsh Government which took a leading role in sponsoring the establishment of the Rail Task Force in order to maximise the support for the modernisation of North Wales' Rail infrastructure by linking it the Northern Powerhouse concept and harnessing political support for investment in North Wales from outside Wales.

The UK Department for Transport (DfT) welcomed the formation of the Task Force and advised it to work on a template developed by "Norwich in 90" which successfully secured support for improvements to the Great Eastern line from Liverpool Street in London to Norwich in Norfolk.

The focus of the advice from the DfT was to secure widespread public and business support for a set of coherent and realistic improvements led by committed, locally based politicians.

The Task Force therefore set about lobbying for rail investment in North Wales and the Mersey Dee area by putting the case for investment in a much wider, cross border economic context and seeking business, public and political support for improvement.

A key step in widening support for investment was the formation of the Mersey Dee and North Wales All Party Parliamentary Group (APPG) in Westminster. This group brings together back-bench MPs from all parties representing constituencies in North Wales, the Wirral and Cheshire and also Life Peers sitting in the House of Lords associated with the area.

This group is active in lobbying Ministers and the Rail Industry and brought the issue of investing in the North Wales and Mersey Dee Rail Network to the attention of the then Chancellor George Osborne MP who received a delegation from the Rail Task Force and the APPG in April 2016. This meeting helped open up the possibility of a Growth Deal for North Wales that is now being worked on by the North Wales Economic Ambition Board on behalf of the six North Wales Councils.

## Growth Track 360/Connected Within an Hour

The Rail Task Force has published its prospectus for Rail investment in North Wales and the Mersey Dee areas in a report titled “Growth Track 360” which also captures the universal support in the combined regions for the proposals within.

The strap line “Connected within an Hour” describes the aspiration to have more frequent and faster services that will join up communities and key employment zones and offer public transport as a realistic option for commuting in an area where the vast bulk of travel for work is by car and where rail has one of the lowest shares for commuting in the UK.

The North Wales and Mersey Dee cross border economy runs on an East West Axis. Business regards it as essential that North Wales and the Mersey Dee area has good access to Manchester, Liverpool and their airports, particularly Manchester.

The Tourist Industry is also strongly behind Growth Track 360, seeing it as a potential means to increase visitor numbers to the region from large British cities and from abroad via the airports of Manchester and Liverpool.

Improving East West links will also improve connectivity between the employment hubs at: -

- Bangor, Wylfa/Anglesey, Llandudno and the Enterprise Zones in North West Wales (Anglesey and Snowdonia)
- Deeside (Enterprise Zone and Industrial Park)
- Wrexham – Town and Industrial Estate
- Chester – City and Business Park
- Cheshire Science Corridor Enterprise Zone (including Ellesmere Port)
- Birkenhead – Wirral Waters Enterprise Zone
- Warrington
- Crewe

The wider cross border economy (North Wales, Cheshire West and Chester and Wirral) has a £25bn GVA and the potential to double GVA to £50bn. Rail Investment is required to enable this growth.

The key ingredients of Growth Track 360 are: -

- Short Term Rail Infrastructure Investments to enable more and faster services that connect employment zones and tourist hubs with population centres.
- More frequent and faster services to key city destinations (London, Manchester, Liverpool, Manchester and Liverpool Airports, Leeds, Cardiff and Birmingham via Chester) to be achieved via the new Wales and Border Franchise
- Being HS2 Ready by 2027, requiring electrification from Crewe to Holyhead
- Evidence of widespread business, public and political support for the proposed programme of investment.

Improved rail services then need to be supported by improved facilities at stations, like parking, CCTV and connecting bus services to enable better access to the network.

## HS2 Ready – Electrification by 2027

The UK Department for Transport considers the current case for electrification of the North Wales line (Crewe to Holyhead) as relatively weak. The current cost of electrification is around £800m and its benefits would only just recover its cost over a 60-year period.

In addition, there have been considerable cost-overruns in the Network Rail Investment Programme scheduled for Control Period 5 (CP5) up to 2018/19. This means that much of the work scheduled for CP5 has now been re-costed and rescheduled for CP6 2019/20 to 2024/25.

The DfT have therefore advised the Task Force to develop a short term and relatively low cost package of infrastructure investment, which, when linked to improved services (faster more frequent and direct to employment zones) from the Wales and Borders and West Coast Inter City Franchises will lead to greater usage of rail in the area. Greater usage will then gradually improve the business case for electrification over time.

It is therefore unlikely that electrification of the North Wales Crewe to Holyhead line will be included in CP6.

However, it then becomes essential that: -

- North Wales Electrification, (Crewe – Chester – Holyhead) is completed in CP7 prior to the commencement of HS2 services to Crewe.
- Services are improved especially via the Wales and Border Franchise Renewal which will also require additional revenue funding from the Department for Transport to support growth in the devolved franchise.

## Short Term Improvements

Short term improvements need to be delivered in Rail Control Periods (CP) 5 (current to 2018/19) and (CP) 6 (2019/20 to 2024/25).

The Programme that the task Force will be seeking in the 2016 Autumn Statement for CP6 and financing by the UK Government is costed at £130m: -

#### Improving Today's Railway - Wrexham and Chester Capacity (£95m)

- Upgrades to Chester Station to allow more services from North Wales to Liverpool and Manchester and to provide for future electrification to North Wales £40m
- Redoubling of the line Rossett to Wrexham (completing the redoubling programme from Chester to Wrexham) £45m
- Wrexham Station Capacity £10m

#### Rail Capacity Supporting Economic Growth (£30m)

- Line speed and capacity Improvements Holyhead to Crewe £20m  
(Investments in the network that improve speed, increase the number of services that can use the North Wales lines and reduce speed limits, like re-signalling, footbridges replacing pedestrian crossings etc. are a necessary pre-condition for electrification.)
- Wrexham Deeside Wirral Improvements and a Shotton Hub £10m  
(Wrexham – Bidston/Birkenhead Line Improvements)

#### HS2 Ready (£5m)

- Project Development Costs scoping and preparing for electrification of the North Wales Line Crewe – Holyhead by 2027 £5m)

The Halton Curve, an already committed scheme, enabling services from North Wales to Liverpool Lime Street via Chester must be delivered alongside the improvements sought by the Task Force.

## The Wales and Border Franchise Renewal

The new Franchise will commence in 2018 and will be funded and specified by the Welsh Government. The level of funding will be largely determined by devolution of funds from the UK Department of Transport and will need to recognise the growth in usage over the initial “no-growth” franchise.

The Infrastructure Improvements sought in CP6 are directly linked to the services the task Force is specifying for the inclusion in the Franchise by the Welsh Government.

The service pattern is detailed at page 16 in the Growth Track 360 Document: -

- 2 x tph N Wales Coast to Manchester - ideally one of these a fast service
- 1 x tph Wrexham to Manchester
- 1 x tph N Wales Coast / Wrexham to Liverpool via Halton Curve
- 1 x tph to Cardiff / Birmingham International as per existing
- 1 x tph to Crewe
- 2 x tph on Wrexham – Bidston

Long distance rolling stock to be minimum 100mph, with good quality WiFi, plug sockets and plenty of tables for business use. Local and commuter stock would be configured differently.



The new franchise should also enable new management arrangements for localised services on the Conwy Valley and Wrexham/Bidston lines and seek to simplify ticketing

## Next Steps

The Task Force will continue to work closely with the Welsh Government and the DfT.

It is essential to the delivery of the Growth Track 360 Programme that a rail industry advisory body is set up to work with the Task Force. This will help with costing out proposals and identifying economic and rail benefits. Most importantly it will help co-ordinate investment and services across administrative boundaries.

The Task Force will continue to work with regional stakeholders, including its sponsoring bodies (NWEAB, MDA and C&WLEP) and the public in the North Wales and the Mersey Dee economy to foster support for investment in the rail network serving the combined North Wales and Cross Border Regions.

The Task Force will work with C&WLEP and MDA members to identify linked investments in Cheshire and Wirral that will enhance the economic case for investment in the North Wales Rail Network, particularly with regard to the Crewe HS2 Hub in Cheshire East. These will be consolidated with existing proposals in updates to the GT360 Programme which will in turn be reported to Councils in the North Wales and Mersey Dee areas as they are developed.

The Task Force will seek to identify and obtain funding to maintain its work in developing investment and service improvement proposals backed up by lobbying and public relations work.

## Recommendations

1. To Adopt Growth Track 360 as the Councils Rail Improvement Programme
2. To write to the UK Government Secretaries of State for the Wales Office and Transport (DfT) giving the Council's support for Growth Track 360
3. To write to the Chancellor of the Exchequer with copies to the DfT and the Wales Office seeking £130m to be provided for implementing the Growth Track 360 Short Term Programme in the 2016 Autumn Statement and 2017 Budget.
4. To write to the Welsh Government Minister for Economy and Transport regarding the Growth Track 360 proposed Service Pattern for North Wales to be specified in the new Wales and Border Franchise

## Impact Assessments

### Financial

Growth Track 360 has been financed by contributions from bodies funded by Councils like the North Wales Economic Ambition Board and the MDA.

Councils have made small direct contributions to the rail campaign in the past of £10k.

No direct contributions are being sought at present, but it is possible that small contributions of up to £10k per council could be sought in the future, either directly or via the North Wales Economic Ambition Board.

### Economic

Rail Investment is part of a strategy to double GVA over 20 years in the combined geographies, with a potential 70,000 new jobs.

North Wales has articulated a Growth Vision which seeks to grow the economy by £7.2bn over 15 years, a 56% increase on the current £12.8bn regional GVA. Rail investment is a key part of enabling that vision.

It is likely that rail investment will increase economic growth and offer opportunities to increase employment. In most parts of North Wales and the Mersey Dee area.

Rail investment will support council economic strategies for growth.

### Equality

Improved rail services will require new rolling stock that will improve disabled access to rail.

Improved rail services will offer new employment opportunities in some deprived communities, if effectively allied to connecting bus services.

Improved rail services and station facilities will increase access to transport services.

### Sustainability

Rail travel is less harmful to the environment than the dominant mode of transport, the private motor car.

Growth Track 360 is designed to make the railway more competitive with the private motor car and achieve a modest modal shift from the car to rail. Rail's current share of modes of commuting is around 1%, below the Welsh average of 2% and radically below that achieved in the Merseyrail area where frequent, accessible and affordable services yield rates of over 10% in parts of the catchment area.

In the long term Growth Track 360 will improve the environment, particularly should electrification be achieved.

### Well Being of Future Generations (Welsh Language)

The Rail Investment proposals are consistent with the requirements of the Future Generations Act sustainability principles, working in favour of greater equality, economic and social being and a lower carbon future.

With regard to the Welsh Language it is intended that an improved rail network will enable people who live in the region and speak Welsh will more easily be able to commute to better jobs via an improved transport network and especially rail without having to move home out of their Welsh speaking communities.

In this way it is hoped that more welsh speaking young people will stay in the region and also enjoy access to better employment opportunities outside their home communities.

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive Committee</b>
<b>Date:</b>	<b>28/11/2016</b>
<b>Subject:</b>	<b>Update on the Isle of Anglesey Library Service Transformation Plan.</b>
<b>Portfolio Holder(s):</b>	<b>Cllr. Kenneth P Hughes</b>
<b>Head of Service:</b>	<b>Delyth Molyneux</b>
<b>Report Author:</b> Tel: E-mail:	<b>Rachel Rowlands/ Bethan Hughes-Jones</b> <b>752094 rfxlh@ynysmon.gov.uk</b>
<b>Local Members:</b>	<b>Relevant to all Members</b>

<b>A –Recommendation/s and reason/s</b>
<p><b>1. Purpose</b> The purpose of this paper is to update the Executive Committee on the Isle of Anglesey Library Service Transformation Plan.</p> <p><b>2. Introduction</b> As a result of the Corporate Plan and also the needs of the service there was a detailed review in 2014/15 which identified a number of options (8) for the future development of the service.</p> <p>Extensive public consultation took place (October 2015). Almost 2000 responses were received from questionnaires, ‘face to face’ sessions, workshops and street surveys. Although no one option became obvious there was strong support to investigating seeking groups to cooperate with the Council to maintain the service rather than see libraries closed.</p> <p>Three meetings were held in Amlwch, Menai Bridge and Rhosneigr (and also the Llangefni stakeholder’s subgroup) to openly discuss the potential transition process. Following these meetings there have been meetings with: Llanbadrig Community Council (25/5/16), Llanfair Mathafarn Eithaf Community Council (25.05.16), Menai Bridge Town Council (19.05.16) and Representatives of Canolfan Beaumaris ( 19.05.16) Amlwch Town Council (15.06.16) and Beaumaris Town Council (04.07.16); meeting of the 5 Town’s group (15/06/16 and 07/05/16); meeting between the officers and Menter Môn (6/7/16); a meeting between officials of the Library Service and Adult Services (17/06/16); and met with officials from MALD (08/7/16). In addition Officers were invited to attend a public meeting in Menai Bridge which had been organized by the Town Council (18.5.16).</p>

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During these meetings a number of opportunities to develop the service by transforming the way the Library Service is delivered were highlighted. Some of the opportunities have been discussed by the Service during the Service Review and the extensive consultation process that took place at the October 2015 term.

### **3. What is new since Briefing Members 14.07.16?**

Work has continued on the Library Service Strategy, modeling and costing of options, taking into account the findings of the public consultation and discussions with interested parties.

The 5 Towns group has commissioned a formal study via Menter Môn to look at the practicalities of providing library service in partnership with the community. This could include the transfer of buildings to third sector organization either in full or on long term leases. The findings of the study will be reported in full when it becomes available.

Mapping and costing of options has been ongoing in order to see the impact on our standards and to assess any impact on the residents of Anglesey.

Commissioned GIS (geographic information system) work by Gwynedd Council, which underpins the above.

An opportunity has arisen to procure a new mobile library which is an opportunity to transform the Mobile Library Service and Housebound Service, by reviewing the schedule and routes, and to ensure that the Library Service is accessible to all. The library van is a vital component to the future strategy of the Library Service.

There is an opportunity for the service to take advantage of the fact that Adult Services is keen to pilot a Community Hub model of which a Library is an integral part.

Initial discussions are also to be held on the possibility of rolling the Cyswllt Môn service out to library buildings.

### **4. Opportunities arising**

An assurance that the Anglesey Library Service provides the best service possible within the resources available.

Potential for communities to be in a strong position to assist the authority to deliver the service in the future.

Opportunity to strengthen the Mobile Service by ensuring that it is more accessible to the residents of Anglesey making better use of assets and staff through a complete review of this element of

service.

The potential to develop a cross department community hub open for longer hours without additional staffing implications for the service (self-service machine when no library staff are present), opportunity to learn from the pilot enabling future planning.

## 5. Risks to the Project

The timing of the completion of this transformation has slipped further than in April 2017, which was the original target. When discussing with the various communities the main message was that our schedule was not realistic from their point of view. This message is supported by Menter Môn who want to see thorough viability research carried out before communities step forward to take control of assets.

The Executive Committee's attention is drawn to our intention to act in accordance with the following steps:

1. Continue to discuss ways of working with others to offer a focussed and sustainable service including a volunteer contribution model for added value activities
2. Present the Draft Library Service strategy to the Executive Committee in February 2017.
3. Consult on the Draft Strategy in May 2017 following the local election.
4. To report on the Draft Strategy, in light of the public consultation findings, to the Executive Committee in October 2017.
5. Final decision on the strategic direction of the Isle of Anglesey Library Service to be agreed by the Executive Committee in October 2017 following the public consultation.

### **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?**

*Provided for information as requested by the Executive Committee.*

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

N/A

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

N/A

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

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

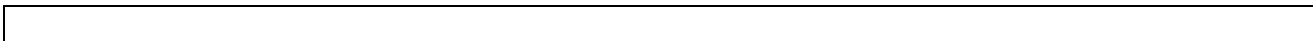
**E – Risks and any mitigation (if relevant)**

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

**F - Appendices:**

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





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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>28 November 2016</b>
<b>Subject:</b>	<b>Transformation of the Cultural Service</b>
<b>Portfolio Member(s):</b>	<b>Councillor Ken Hughes</b>
<b>Head of Service:</b>	<b>Delyth Wyn Molyneux</b>
<b>Report Author:</b> Phone Number: E-bost:	<b>Delyth Wyn Molyneux</b> <b>01248 752916</b> <b>delythmolyneux@ynysmon.gov.uk</b>
<b>Local Members:</b>	<b>Relevant to every elected member</b>

<b>A – Recommendation(s) and Reason(s)</b>
<p><b>Recommendation</b> Accept the report on progress to date.</p> <p><b>Background</b> Approval was given by the Executive Committee 20th July 2015 to :</p> <ol style="list-style-type: none"> <li>1. Review and renegotiate the Trinity House agreement for South Stack by 2017. Savings to be costed dependent on terms.</li> <li>2. Entering into a partnership with community or national groups for some of the sites (e.g. Beaumaris Court and Gaol, Melin Llynnon). Savings to be costed dependent on terms.</li> <li>3. Enter a contract with a 3rd party operator. Savings to be costed dependent on terms.</li> <li>4. Contract with a 3rd party operator. Savings to be costed depending on terms.</li> <li>5. Local authority-led service with a Development foundation. Savings to be costed dependent on terms</li> <li>6. Establishing an independent charitable body to operate the service. Savings to be costed dependent on terms.</li> </ol> <p><b>Update</b></p> <p><u>South Stack</u></p> <p>A formal notice of 12 months has been given to Trinity House stating that we are bringing the lease to an end at the end of March 2017. We are expecting a delapidation list from Trinity House ( landlord) so that the Council (as the tenant) corrects or pays to be solved under covenants in the lease. The landlord has the right up to 3 months after the lease expiry to</p>

make a financial claim against the Council. An estimate of the cost is 90-100 thousand pounds.

Local discussions are also to be held with the Town Council etc.

#### Outsourcing Heritage Assets

In order to discover whether it is possible to enter into a partnership with community or national groups for some of the sites a declaration of interest was requested from parties with an interest in running Oriel Ynys Môn, the Melin Llynnon and the Tai Crynion /Round Houses Site, Beaumaris Gaol and Court in Autumn 2015. The following declarations were received :

Sites	Number of declarations
Melin Llynnon and the Tai Crynion/Round Houses	5
Oriel Ynys Môn	3
Beaumaris Gaol and Court	3

The Library, Culture and Youth Transformation Board in January 2016 agreed to invite formal applications with business proposals from parties with an interest in running the Melin Llynnon and Tai Crynion/Round Houses site, Beaumaris Gaol and Court. It was also decided to commission a report on how to maximize the Oriel's income and not to include the Oriel in the outsourcing process.

#### Melin Llynnon and the Tai Crynion/Round Houses Site , Beaumaris Gaol and Court

Applications were invited through sell2wales in April 2016 asking interested parties to present business proposals. One application was received for the Melin Llynnon and Tai Crynion/Round Houses site and another statement of interest for the Beaumaris Gaol and Court.

An interview was held with the one applicant for the Melin Llynnon and Tai Crynion/Round Houses site in June 2016. The panel's decision was not to proceed further with the application.

The Libraries, Culture, and Youth Transformation Board decided to reopen the process through sell2wales again in September 2016. By the closing date on 11 November 2016 two proposals for the Melin Llynnon site and one proposal for Beaumaris Gaol and Court had been received.

#### Oriel Ynys Môn

In January 2016 a report was presented on how to increase the Oriel's income along with a

staff restructuring plan. The staff restructuring is complete with a General Manager and Business Manager appointed in September 2016. The Business Manager's priority will be to lead on the income maximizing plan and extend use of the Oriel by the public. A business plan will be introduced for approval by January 2017. The three year business plan will focus on maximising income, expanding the offer made to the public and strengthening the cultural aspects. The business plan will also give further consideration to investigating the development of a local authority-led service Development Trust /establishing an independent charitable body.

Next steps

Report back to the Executive Committee on the 20th March 2017 in order to decide on the following:

- Agree on the recommendations regarding outsourcing heritage assets.
- Approve the Business Plan for Oriel Ynys Môn.
- Approve the action steps for South Stack.

**B – Which other options would you consider and what were your reasons for declining them / or choosing this option?**

**C – For what reason is this a decision for the Executive Committee?**

This is an update only .

**D– Is this decision in keeping with the policy that was approved by the Full Council?**

Yes

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

Yes

**F – Whom did you consult?**

**What were their comments?**

1	Chief Executive /Senior Leadership
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	<b>Team (SLT)</b> (mandatory)	The action steps were discussed in the Transformation Board
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<b>4</b>	<b>Human Resources (HR)</b>	
<b>5</b>	<b>Property</b>	
<b>6</b>	<b>Information Communication Technology (ICT)</b>	
<b>7</b>	<b>Procurement</b>	
<b>8</b>	<b>Scrutiny</b>	
<b>9</b>	<b>Local Members</b>	
<b>10</b>	<b>Any external bodies / other(s)</b>	

<b>G– Risks and any mitigating steps ( if relevant)</b>		
<b>1</b>	<b>Economic</b>	
<b>2</b>	<b>Anti-poverty</b>	
<b>3</b>	<b>Crime and Disorder</b>	
<b>4</b>	<b>Environmental</b>	
<b>5</b>	<b>Equalities</b>	
<b>6</b>	<b>Outcome Agreements</b>	
<b>7</b>	<b>Other</b>	

<b>H- Attachments:</b>
Not relevant

<b>I – Background Papers (please contact the Report author for any further information):</b>
Not relevant.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>28<sup>th</sup> November 2016</b>
<b>Subject:</b>	<b>Anti Social Behaviour Policy</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Aled Morris Jones</b>
<b>Head of Service:</b>	<b>Shan LI Williams, Head of Housing Services</b>
<b>Report Author:</b> Tel: E-mail:	<b>Karen Roberts, Principal Housing Officer</b> <b>01248 752290</b> <b>KarenRoberts@anglesey.gov.uk</b>
<b>Local Members:</b>	<b>Relevant to all Elected Members</b>

<b>A –Recommendation/s and reason/s</b>
<p>Members of the Executive Committee are asked to approve the adoption of the Policy.</p> <p><b>R1</b> To approve the adoption of the new Anti Social Behaviour Policy 2016.</p> <p><b>Reasons</b></p> <p><b>1.0 Background</b></p> <p><b>1.1</b> It is a requirement of the Anti-Social Behaviour Act 2003 that all social landlords adopt and publish a policy for dealing with anti-social behavior.</p> <p><b>1.2</b> On 20<sup>th</sup> October 2014, the the Anti-social Behaviour, Crime and Policing Act 2014 came into effect in England and Wales, setting out a new person-centred approach to tackling anti social behavior.</p>

**1.3** The existing Anti-Social Behaviour Policy was written in 2010 and requires updating to ensure that it is compliant with current legislation and allows officers to make use of the full range of measures available to support victims and address complaints of anti-social behavior.

**1.4** The Anti-Social Behaviour Crime and Policing Act 2014 has streamlined the measures available to professional bodies and created 6 main powers to compliment other existing remedies which continue to be available. The 6 new powers are listed below. Of these powers, 1.4.1, 1.4.3 and 1.4.5 relate to the housing management function ;

**1.4.1** Civil Injunction

**1.4.2** Criminal Behaviour Order

**1.4.3** Community Protection Notice (CPN)

**1.4.4** Public Spaces Protection Order (PSPO's)

**1.4.5** Closure Notice

**1.4.6** Dispersal Order

**1.5** A comprehensive list of all the remedies available are listed in Appendix 1 of the Anti-Social Behaviour Policy 2016.

**2.0** An Equality Impact Assessment (EIA), has been completed in relation to the draft policy, which suggests that implementing the policy will not have any adverse impact on any of the statutory protected groups.

**2.1** It is considered that the policy is lawful, necessary and proportionate.

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

1) There are no other options for consideration.

Not updating the Anti Social Behaviour Policy 2010 is not an option as it is outdated and no longer conforms to legislative requirements and does not



allow delegated officers to make the best use of new measures available to support victims of anti-social behavior introduced in the Anti Social Behaviour Crime and Policing Act 2014.

**C – Why is this a decision for the Executive?**

To ensure that the policy has the full approval and support of the Executive Committee.

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

- 1) All Social landlords, are required to have and publish, an Anti Social Behaviour Policy.
- 2) Rejecting this policy would mean that the Council as a social landlord, would not be able to avail ourselves of all the remedies available under the new Anti Social Behaviour Crime and Policing Act 2014.
- 3) Rejecting this policy would mean that the Housing Service would be unable to offer the full range of support to those suffering the effects of anti social behavior and could be open to legal challenge.

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

Not appliccable

**E – Who did you consult?**

**What did they say?**

<b>E – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	Yes
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	Yes
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	Yes
<b>4</b>	<b>Human Resources (HR)</b>	Yes
<b>5</b>	<b>Property</b>	Not appliccable
<b>6</b>	<b>Information Communication Technology (ICT)</b>	Not Appliccable

<b>7</b>	<b>Scrutiny</b>	No
<b>8</b>	<b>Local Members</b>	Yes - copy of proposed policy circulated to all local members. No comments received.
<b>9</b>	<b>Any external bodies / other/s</b>	<ul style="list-style-type: none"> <li>▪ Housing Management Team</li> <li>▪ Community Safety Lead Officer</li> <li>▪ Solicitor for Housing Services</li> <li>▪ Tenant focus group</li> <li>▪ Officers involved with delivering housing management function.</li> <li>▪ Anti-Social Behaviour Officer.</li> </ul>

<b>F – Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	Not applicable
<b>2</b>	<b>Anti-poverty</b>	Not applicable
<b>3</b>	<b>Crime and Disorder</b>	Yes
<b>4</b>	<b>Environmental</b>	Not applicable
<b>5</b>	<b>Equalities</b>	Yes
<b>6</b>	<b>Outcome Agreements</b>	Not Applicable
<b>7</b>	<b>Other</b>	Not Applicable

<b>FF - Appendices:</b>
For any further information please contact Karen Roberts, Principal Housing Officer.

<b>G - Background papers (please contact the author of the Report for any further information):</b>
<ul style="list-style-type: none"> <li>▪ Anti-Social Behaviour Policy 2016 (draft)</li> <li>▪ Equality / Language Impact Assessment.</li> <li>▪ Anti Social Behaviour Crime and Policing Act 2014</li> </ul>

# Isle of Anglesey County Council – Housing Services

## Anti-Social Behaviour Policy 2016

DRAFT

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## **1. Introduction**

- 1.1.** Housing Services recognise that anti-social behaviour ('ASB') can have a significant impact on the lives of our tenants and residents.
- 1.2.** We believe that all tenants and residents have the right to enjoy peace, quiet and security in and around their home. We appreciate that anti-social behaviour can have a devastating effect on victims and to this end, the Isle of Anglesey County Council's Housing Service is committed to tackling anti-social behaviour as quickly and effectively as possible, by working in partnership with a variety of agencies and using the full range of powers available, as defined in the Anti-Social Behaviour, Crime and Policing Act 2014.
- 1.3.** All reported acts of anti-social behaviour, including domestic abuse and hate crime will be taken seriously and we will endeavour to deal with all complaints swiftly and in a robust manner whilst providing support to those who are affected.

## **2. Policy statement**

- 2.1.** With a view to reducing the impact of anti-social behaviour for tenants, residents and the wider community, the aim of this policy is to clearly set out how Anglesey County Council's Housing Service will respond to and manage complaints of anti-social behaviour on our estates.
- 2.2.** We will do this by :
  - Streamlining the reporting of anti-social behaviour to make it easier for victims and or complainants.
  - Adopting an early intervention and prevention approach.
  - Putting victims first by considering from the outset the effect of the ASB on victims and any risk to them by focusing on identifying vulnerabilities and potential safeguarding issues.
  - Responding proportionately and in a timely manner.
  - Considering each case on its own merits and applying a problem solving approach to each reported case.
  - Working with partner agencies to ensure that the best solution is found and implemented as swiftly as possible.
  - Responding to legislative changes and making the best use of powers available to the Council and other responsible partners.

### 3. Strategic Context

- 3.1. Anglesey County Council shares the Government and Welsh Governments' commitment to reducing anti-social behaviour.
- 3.2. The Anti-Social Behaviour Act 2003, placed a requirement on social housing providers to adopt and publish policies on anti-social behaviour. The roles and responsibilities of social landlords are also clearly set out in the Government's publication 'Policies and Procedures – Code of Guidance for Local Authorities and Housing Associations (2005)'.
- 3.3. In addition to the above, Anglesey Council's Housing Service is also committed to signing up to the Welsh Governments' 'Wales Housing Management Standard for Tackling Anti-Social Behaviour' (The Standard) which is built around seven core commitments which enable landlords along with partner agencies to deliver effective and holistic responses to tackling anti-social behaviour.
- 3.4. The core components of the of The Standard are ;
  - Commitment, leadership and accountability.
  - Empowering and reassuring residents.
  - Prevention and early intervention.
  - Support to tackle the causes of ASB.
  - Tailored services for residents and support for victims and witnesses.
  - Protecting communities through swift enforcement.
  - Encouraging community responsibility.
- 3.5. This policy has been written to ensure that our actions underpin the Governments strategic vision for tackling anti-social behaviour, with the aim of achieving the creation of strong and safer communities, whilst also underpinning Anglesey Council's strategic aims and objectives of providing high quality services that meet the real needs of our local community and protect the most vulnerable.

### 4. Legal Framework

- 4.1. Anglesey Council's Housing Service will at all times work within the legislative framework, and will have regard at all times to statutory guidance. The main areas of legislation to which we will have regard when administering this policy are:
  - Anti-Social Behaviour Crime and Disorder Act 2014

- Housing Acts 1985, 1988, 1996 and 2004
- Housing (Wales) Act 2014
- Health and Wellbeing Act 2016
- The Homelessness Act 2002
- Crime and Disorder Act 1998
- The Care Act 2014
- Human Rights Act 1998
- Data Protection Act 1998
- Equality Act 2010
- Racial and Religious Hatred Act 2006
- Environmental Protection Act 1990
- Noise and Statutory Nuisance Act 1993
- Children's Act 1989 ( amended 2005)
- Criminal Justice Act 2003
- Anti-Social Behaviour Act 2003
- Protection from Harassment Act 1997
- Mental Capacity Act 2005
- Mental Health Act 2007

## **5. Stakeholders**

**5.1.** This policy will primarily affect the following stakeholders ;

- Tenants and residents living on or within the vicinity of Council dwellings.
- Businesses operating within the vicinity of Council dwellings.
- Council officers from all departments.
- Contractors.
- Local members and Town Councillors.

- Volunteers.
- Police and youth justice workers.
- Members of the public visiting estates.

## 6. Data Protection and Sharing of information.

- 6.1. All data will be stored in accordance with the Council's Data Protection Guidelines, whilst adhering to the overarching requirements of the Data Protection Act 1988.
- 6.2. We will not share any information provided to us with respect to the reporting of ASB without the consent of the complainant *unless* the Council feels that there are overwhelming safeguarding issues which must be addressed.
- 6.3. Section 115 of the Crime and Disorder Act 1998 provides the statutory framework for the sharing of information for the preventing and detecting of crime and disorder. The Council has also signed up to the North Wales Information Sharing Protocol which provides that all partner agencies have a power to disclose information to statutory authorities in compliance with the agreed protocol.

## 7. Our Commitment and Values.

- 7.1. Anglesey Council's Housing Service is committed to being accessible, impartial and fair to all members of the community when addressing complaints of anti-social behaviour. It is our intention to deliver a comprehensive and first rate ASB service to our tenants, leaseholders and residents.
- 7.2. We will :
  - Take every complaint seriously.
  - Respond in a timely manner.
  - Respect the wishes of the complainant when deciding on what action to take, ensuring that they are treated sympathetically.
  - Agree an action plan with the complainant and ensure that they are updated of progress in a timely manner.
  - Support victims throughout the process. The support will be discussed and agreed with the victim and may involve referrals to other services should specialist support be required.



- Where victims (or in some cases perpetrators) are identified as being vulnerable, we will adopt a multi-agency approach to address the support needs of the individual.
- Investigate complaints impartially and in a non-judgemental way.
- Try to work with all parties to resolve any issues at the earliest opportunity using the range of tools available to us and partner agencies.

## **8. Definition of Anti-Social Behaviour**

**8.1.** The term anti-social behaviour covers a broad spectrum of behaviours which can have an adverse effect on the quality of life of those affected.

**8.2.** For the purpose of this policy, the Council are adopting the definition of anti-social behaviour as defined in the Anti-Social Behaviour Crime and Policing Act 2014 which describes anti-social behaviour as:

- Conduct that has caused, or is likely to cause, harassment, alarm or distress to any person.
- Conduct capable of causing nuisance or annoyance to a person in relation to that persons occupation of residential premises, or
- Conduct capable of causing housing-related nuisance or annoyance to any person.

**8.3.** Examples of the wide range of unacceptable activities that can have an adverse effect on the quality of life of victims and members of the community are (this list is not exhaustive) :

- Graffiti.
- Vandalism.
- Loud music.
- Noise nuisance.
- Fly-tipping.
- Pet nuisance (such as noise or fouling).
- Criminal behaviour including illegal or immoral use of residential premises.
- Threatening or violent behaviour or aggressive or threatening language.

- Hate crime (such as race and religious hate crime, homophobic and transphobic hate crime, disability hate crime, crimes against older people).
- Mate Crime (Where a vulnerable person is manipulated or abused by someone who they believed to be their friend – this may also, depending on the circumstances, be classed as a disability hate crime).
- Domestic abuse.
- Harassment or intimidation.
- Drug and alcohol related anti-social behaviour.

## **9. Anti-social Behaviour, Crime and Policing Act 2014.**

- 9.1.** The Anti-Social Behaviour, Crime and Policing Act 2014 came into force on the 20<sup>th</sup> October 2014 in England and Wales, setting out a new approach to dealing with anti-social behaviour, with an emphasis on putting the victims first, by empowering victims and communities by giving them a greater say in how agencies respond to complaints.
- 9.2.** The Anti-Social Behaviour, Crime and Policing Act 2014 has introduced simpler, more effective powers to enable officials to tackle anti-social behaviour by providing better protection for victims and communities.
- 9.3.** The primary aim of this legislation is to make the response to complaints more victim-centred and streamline the measures available to professional bodies - 19 measures previously available have been streamlined to 6 new powers. These are :
  - Civil Injunction
  - Criminal Behaviour Order
  - Community Protection Notice
  - Public Spaces Protection Order
  - Closure Power
  - Dispersal Power
- 9.4.** A breakdown of the tools referred to in s9.3, along with other remedies available to tackle ASB can be found in APPENDIX 1 of this document.

## **10. Partnership Approach to tackling ASB**

**10.1.** Working in conjunction with appropriate partners and North Wales Police, we are dedicated to making the most of the powers available to us to combat anti-social behaviour and improve the quality of life for tenants and residents of our Council estates.

**10.2.** In addition to ad-hoc meetings called to address specific concerns as and when required, we also participate in a range of established multi-agency meetings where incidents are discussed and positive solutions are sought :

- Community Action Partnership meetings.
- MAPPA (Multi Agency Public Protection Arrangements)
- MARAC (Multi Agency Risk Assessment Conference)
- Anti-Social Behaviour Tasking meetings, Gwynedd and Môn.
- Prevention Panel meetings.
- VARM meetings (Vulnerable Adult Risk Management)
- IOM meetings (Integrated Offender Management )
- Gwynedd Môn Resettlement Advisory Panel meetings

## **11. Differentiating between anti-social behaviour and general estate management nuisance**

**11.1.** Whilst we will take all complaints seriously and always strive to put victims first, we also recognise that not every complaint or neighbour dispute will involve acts of anti-social behaviour and that some incidents can sometimes simply be attributable to a lifestyle clash or differing personal expectations.

**11.2.** It is recognised that people have different values and opinions and different expectations of how they think others should behave, and that sometimes this can cause problems, which are often referred to as 'lifestyle clashes', which in turn can lead to complaints and allegations of anti-social behaviour.

**11.3.** We expect residents to show consideration for their neighbours and *within reason*, all parties are expected to show tolerance and to be respectful of differing lifestyles.

**11.4.** Whether we consider an activity to be of an anti-social nature will depend on a number of things including ;

- Whether the behaviour reported could be considered unreasonable in general terms.
- The vulnerability of the alleged victim or victims.
- The individual circumstances of all the parties involved.
- How frequently the activity it is happening.
- How severely it is affecting others.
- The time of day the activity is occurring.

**11.5.** Separately from the above, we will also consider whether the activity or behaviour is impacting on the Council's housing management function.

**11.6.** If after investigation, we feel that a complaint does not amount to anti-social behaviour we will notify the complainant of our decision and agree thereafter what actions (if any) are appropriate to take to resolve the problem.

## **12. Examples of what *might not* be considered ASB could include:**

**12.1.** The following provides a guide as to what activities the Council may **not** consider to be ASB – this is not a blanket policy and **no** decision will be made until investigations have been carried out and the full facts have been established.

- Noise from children generated during normal play activities, unless the behaviour can be considered exceptionally disruptive.
- Everyday household noise such as opening and closing doors, movement within households (for example on stairs).
- Family disputes (unless they are excessive in noise or disruption to others and or there is a probability of abusive behaviour).
- One-off parties or celebrations.
- Lifestyle clashes such as activity related to shift work.
- Minor personal differences such as 'dirty looks' or falling-out between children.
- Disagreements about parking unless there are designated parking arrangements which are being abused (this does not include a perceived right to park in a particular place).
- DIY or other household or garden maintenance if undertaken during reasonable hours.
- Minor or one-off car repairs.
- Reports of historic incidents raised as retaliatory complaints.

### **13. Reporting anti-social behaviour.**

**13.1.** We aim to make reporting anti-social behaviour as easy as possible for victims and complainants.

**13.2.** Complainants can report anti-social behaviour by any of the following methods ;

- E-mailing the concerns to [ADRANTAI@anglesey.gov.uk](mailto:ADRANTAI@anglesey.gov.uk)
- Telephoning the Housing Service Customer Service Team on 01248 752200.
- Approaching one of our Housing Team who may be on the estate.
- Visiting the Council's main offices in Llangefni and speaking to one of our Cyswllt Môn officers, or by visiting the housing office based at the J E O'Toole Centre in Holyhead.
- Writing in to Housing Services, Council Offices, Isle of Anglesey County Council, Llangefni, Anglesey, LL77 7TW.
- Through a third party i.e. Local Councillor.

### **14. Responding to complaints of anti-social behaviour.**

**14.1.** When a complaint is received, the Council will consider at the outset the severity of the complaint and what action is most appropriate. We believe that to be effective in our approach we need to strike a balance between preventative, enforcement and supportive measures.

**14.2.** We will work with a range of partners, making the best use of the powers available to us as well as using our own internal resources in the most effective way.

### **15. Role of the Housing Management Officer (HMO).**

**15.1.** The Housing Service has a team of three HMO's and in the majority of cases, the HMO will deal with the initial complaint.

**15.2.** The remit of the HMO is to deal with low-level anti-social behaviour, nuisance behaviour and general tenancy breaches by using a variety of measures suited to the particular complaint, such as verbal warnings, warning letters, mediation, the issuing of Acceptable Behaviour Contracts and extending introductory tenancies. The majority of cases can be resolved with the HMO as the lead officer.

**15.3.** Once a complaint has been received it will be categorised into one of the Council's 4 ASB Categories. The table below provides a guide as to how

complaints may be categorised, however the lists are not exhaustive and each complaint will be considered on its own merit prior to deciding on the severity.

<p><b>Category 1</b></p> <p><b>Response within 24 hours</b></p>	<p><b>The most serious forms of ASB, resulting in actual or threatened violence.</b></p> <p>Assault  Domestic Abuse  Use of threatening behaviour or language  Hate related crimes  Mate crime  Gang intimidation</p>
<p><b>Category 2</b></p> <p><b>Response within 5 working days</b></p>	<p><b>Behaviour aimed at intimidation and which may have been taking place over a period of time and may be classed as harassment.</b></p> <p>Verbal abuse  Intimidating behaviour (can also include the use of pets)  Drug or alcohol related activity  Noise  Damage to property or vehicles</p>
<p><b>Category 3</b></p> <p><b>Response within 7 working days</b></p>	<p><b>Behaviour which may be seen as anti-social but not intentional.</b></p> <p>Children / youths congregating in communal areas  Inappropriate use of communal areas / door entry systems  Noise  Vehicle repairs  Abandoned vehicles  Untidy gardens  Running a business from the dwelling</p>
<p><b>Category 4</b></p> <p><b>Response within 10 working days</b></p>	<p><b>May be considered to be a lifestyle-clash where people may be behaving in an inconsiderate manner but where there are no breaches of tenancy conditions.</b></p> <p>General household noise  Children playing  DIY  Inconsiderate parking</p>

**15.4.** The HMO will discuss the complaint in detail with the complainant and agree an action plan which will include ;

- Recording and categorising the complaint.
- Discussing the possible options available to address the matter.
- Ascertaining the thoughts and feelings about how the complainant or victim would like the Council to deal with the complaint.
- Make the complainant aware of what is expected of them to support the Council to progress the complaint i.e. they may be required to keep a diary sheet detailing further incidents.
- Agree an adaptable action plan outlining the concerns and the agreed actions.
- With the consent of the complainant, make any referrals necessary to any relevant support provider, professional body or victim support.
- Agree how often the Council will contact the complainant and provide updates regarding the progress of the complaint, and agree the method of contact most appropriate for the victim.

## **16. Role of the Anti-Social Behaviour Officer (ASB Officer)**

**16.1.** The Housing Service has a dedicated ASB Officer to address serious or persistent cases of anti-social behaviour involving Council tenants.

**16.2.** The remit of the ASB Officer is to take an enforcement role and use, when appropriate, the new powers granted under the Anti-Social Behaviour Crime and Policing Act 2014, where less formal remedies have failed to resolve an outstanding issue, or, where the complaint is considered too serious for low-level intervention and requires more formal enforcement action.

**16.3.** If a case is escalated to the ASB Officer, they will have access to the existing case notes.

**16.4.** The ASB Officer will visit the complainant (usually with the HMO) to discuss the escalation process and the additional powers available to address the matter, this may include, applying for an injunction, applying for a closure notice or in the most serious of cases applying for an outright possession order.

**16.5.** Where intervention by the ASB officer has resulted in an agreement (either formal or informal), the case will then be re-referred to the HMO who will monitor compliance with the agreement. If necessary, the case can be escalated for further action if the parties fail to comply with the agreement.

## **17. Anonymous complaints**

**17.1.** Whilst we will accept anonymous complaints, this may restrict the amount of enquiries we can undertake and limit the actions available to us to address the complaint.

**17.2.** If there is sufficient information to allow the Council to progress the complaint, we will treat the complaint in the same manner as all other complaints reported.

## **18. Preventative Measures**

**18.1** There are a range of other measures available to the Council to mitigate the risk and or impact of anti-social behaviour.

- **Allocation Policy**

The Council may choose to exercise its powers under the Common Housing Allocation Policy to suspend applicants who have been found guilty of anti-social behaviour.

Each case would have to be investigated fully on its own merits and the *type* of behaviour would be a factor in determining whether it would be appropriate to suspend an applicant.

Suspensions usually last for up to 12 months with provision to review the situation after 6 months. Suspended applicants would have the right to appeal such a decision.

The Council has the power in exceptional circumstances to exclude individuals from the common housing register if they are or have been found to be guilty of participating in serious ASB.

**NB** the test to exclude an applicant from the housing register is extremely rigid; the behaviour would have to have been sufficiently serious for the landlord to have gained outright possession of a property should the case have been heard in a court of law (based on the applicant being a tenant of a local authority).

- **Tenancy Agreement.**



We expect our tenants to adhere to the terms and conditions of the tenancy agreement, which is a legally binding contract and outlines the Council's expectation of each tenant.

Tenants are responsible for their own behaviour, as well as the behaviour of other household members, all visitors and pets within the household.

- **Introductory Tenancies**

Since 1998 the Council has operated a probationary tenancy regime whereby all new tenants are awarded 'Introductory Tenancies'. All new tenants are visited at designated intervals (or more frequently if necessary) throughout the probationary period to monitor compliance with the tenancy agreement.

The Housing Management Officer will go through the tenancy agreement with all new tenants in great detail, outlining the expectations of the Council and ensuring that the tenant is fully aware of their tenancy obligations.

Introductory tenancies can be extended if tenants are not adhering to the terms and conditions.

- **Tenancy Support**

We aim to identify any support needs of new tenants prior to the commencement of the tenancy and we will strive to ensure that they are supported from the outset, either by the Council's in-house Housing Support Team, or, by way of floating support by one of our partner organisations (whether statutory and/or voluntary).

Housing Management Officers also play an invaluable role in monitoring the success of tenancies and work closely with support providers.

- **Environmental / estate improvement work.**

Wherever possible, when making improvements to our properties and estates, we will design-out crime, by having regard to lighting, improving and addressing security access to dwellings such as flats, eliminating congregation points etc.

## **19. Support, Rehabilitation and Resettlement**

**19.1.** Welsh Government guidance states that social landlords' main aim should be 'to prevent or stop ASB whilst maximising opportunities for social inclusion'.

**19.2.** The Housing Strategy, Homelessness Strategy, Health Social Care and Wellbeing Strategy and the Supporting People Operational Plan continues to support the

development of flexible services and support frameworks, to maximise community based provision to address the support needs of vulnerable people with short term or low level support needs, to ensure that they are able to live as independently as possible within the community.

- 19.3.** Whilst supporting victims of ASB, we will also give consideration to the circumstances of the perpetrator, including whether or not they are vulnerable in their own right and have any underlying mental health, substance misuse problems or any other difficulties which may be contributing to the adverse behaviour.
- 19.4.** If such problems are identified we will seek to engage the services of partner agencies (statutory and voluntary) with a view to ensuring that they receive the appropriate assistance.

## **20. Protecting and supporting staff**

- 20.1.** Housing Services takes the health and safety of all staff members and sub-contractors extremely seriously and will not tolerate verbal abuse, intimidation, or threats or acts of violence by tenants, their household members or their visitors towards staff or contractors who are undertaking their work.
- 20.2.** All Staff members are subject to the Council's Lone Working Policy and Procedures and each staff members will receive the relevant training in this field.
- 20.3.** If a tenant, household member or visitor to a Council property engages in ASB towards a staff member or sub-contractor, the Council reserves the right to issue a formal warning to the tenant(s), notify the Council's Corporate Health and Safety Team and place a warning marker against the property. The matter may also be referred to the Police for further investigation.
- 20.4.** Depending on the nature and severity of the incident, the Council may also decide to exercise the powers available to it under the Anti-Social Behaviour Crime and Policing Act 2014 and seek a legal remedy.

## **21. Training**

- 21.1.** To deliver an effective ASB service we place high importance on ensuring that staff have sufficient training to be able to carry out their duties.
- 21.2.** Staff are aware of the importance of dealing with reported incidents quickly and of how to provide practical help and support to victims, whilst being sensitive to issues of diversity, sustainability and homelessness.
- 21.3.** All staff dealing with complaints of anti-social behaviour will have received training with respect to the powers available under the Anti-Social Behaviour, Crime and

Policing Act 2014 and have access to legal updates and case law in the area of ASB.

- 21.4.** Due to regular attendance at multi agency meetings where approaches to tackling ASB are discussed, staff have the opportunity to discuss and share examples of good practise which may be of benefit.

## **22. Dissatisfaction with the service provided**

**22.1.** We will always try to do our best to provide a consistently high standard of service, however we accept that there may be occasions where we may fall short of this standard.

**22.2.** If things go wrong, we will aim to put them right and try to learn from our mistakes.

**22.3.** The Council's definition of a complaint is :

- An expression of dissatisfaction or concern;
- Made in writing or verbally or made by any other communication method;
- Made by one or more members of the public;
- About the Council's action or lack of action or;
- About the standard of service provided.

**22.4.** If a customer is dissatisfied with the service, Anglesey Council has a dedicated Concerns and Complaints Policy which is available online at :

<http://www.anglesey.gov.uk/empty-nav/compliments-or-complaints/>

**22.5.** The Policy is based on the Model Policy developed with the Public Services Ombudsman for Wales as a common complaints handling system for public service providers in Wales and sets out three stages for complaint resolution based on :

- **Stage 1** : informal resolution, with concerns resolved at the point of contact
- **Stage 2** : will involve complaints being investigated internally
- **Stage 3** : may involve referral of the complaint to the Public Service Ombudsman.

**22.6.** You can also ask to speak to the Customer Care Officer at The Legal Section, Council Offices, Llangefni, LL77 7TW or you may contact by e-mail at : [complaints@ynysmon.gov.uk](mailto:complaints@ynysmon.gov.uk)

## **23. Community Trigger**

**23.1.** The Community Trigger was introduced as part of the Anti-Social Behaviour Crime and Policing Act 2014, and allows individuals, businesses or community groups (or third party representatives of victims (where consent has been provided), who have been complaining of ASB, to request a review of the way the case has been handled if they believe that no action has been taken in respect of their complaint.

**23.2.** The Community Trigger can be used in the following circumstances :

- The complainant has reported 3 separate episodes of anti-social behaviour to the Council, police, registered housing provider or local health board in the last 3 months.

And

- Each incident must have been reported within 1 month of the incident taking place, and must have been officially recorded.

And

- The application to use the Community Trigger must have been made within 6 months of the report of anti-social behaviour.

**23.3.** To request that the Community Trigger is activated, the complainant should contact the Council's Anti-Social Behaviour Officer at [ADRANTAI@ynysmon.gov.uk](mailto:ADRANTAI@ynysmon.gov.uk) for further information.

## **24. Reviewing and Monitoring the Policy.**

**24.1** It is the Council's intention to review this policy annually, with a view to ensuring that it remains fit for purpose, that we address any changes in legislation and regulatory powers, and that we are delivering the Policy aims.

## **25. Performance monitoring and frequency.**

**25.1** We will monitor our performance on ASB in the following ways ;

- Quarterly performance reports to the Housing Management Team detailing ;
  - Number of new ASB cases by type reported during the quarter.
  - Number of cases closed during the quarter.

- Breakdown of actions taken to address each complaint.
- Number of ASB customer satisfaction surveys returned & their responses.
- We will produce annual reports for the Housing Partnership Board.
- We will establish a tenant scrutiny panel which will convene at 6 monthly intervals to monitor performance in this service area against the above criteria.

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## APPENDIX 1 ; Tools available to tackle ASB

There are currently a range of tools available to tackle ASB

The following table provides an outline of measures which are available and the circumstances in which they are likely to be used.

- **Non-legal remedies (usually applied by the Housing Management Officer).**

Tools	Used for
<b>Verbal warnings.</b>	Verbal warnings can be given for minor incidents, usually followed-up with a letter confirming that the verbal warning has been issued and retained on file.
<b>Warning letters.</b>	Formal warning letters will be issued to those who fail to take notice of the verbal warning and continue to breach the terms of their tenancy agreement.
<b>Acceptable Behaviour Contracts (ABC's)</b>	ABC's are voluntary contracts between the parties, setting out what behaviour is acceptable and what is not. These are not legally binding but parties are encouraged to sign them to show a commitment to refraining from inappropriate behaviour.
<b>Mediation</b>	Impartial mediation is a useful tool in cases where the ASB is low level and allows the parties involved to talk through their issues in a controlled environment. The aim of mediation is that parties resolve their issues in a manner which is acceptable to all parties.
<b>Restorative Justice</b>	This type of action would be led by the Police, with a view to bringing those affected by a crime face to face with the person or people responsible for committing the crime. Those responsible for the crime would be expected to face the consequences of their actions and make amends with the victim.
<b>Community Resolution</b>	Led by the Police and similar to the principles of restorative justice. Used to tackle 1 <sup>st</sup> time perpetrators where the ASB has been less serious. Perpetrator is encouraged to face up to the victim and the consequences of their actions and make up for the harm they have caused.
<b>Use of Noise Monitoring equipment.</b>	When noise nuisance is at the heart of the complaint, the Housing Service can engage with the Environmental Health Team and request that noise monitoring equipment is installed to capture the extent of the noise nuisance. Data collected is then analysed and can be used as evidence where more formal enforcement action is required. This will usually take the form of a noise abatement order in the first instance and potentially the service of Notice of seeking possession.
<b>Family Intervention Projects (FIP)</b>	Family intervention projects are a multi-agency approach designed to give intensive support to families with more than one problem, keeping children out of care and preventing antisocial behaviour.
<b>Parenting Contracts</b>	In connection with relevant agencies, the Council has the option of entering into a voluntary agreement with the parent or guardian of a child or young person who is engaging in anti-social behaviour. The purpose of

	<p>these contracts is to encourage the responsible adult to take responsibility for the behaviour of the child or children with a view to preventing further complaints.</p> <p>In signing the contract, the parent or guardian agrees to comply with certain requirements for a specified period of time.</p>
<b>Use of Professional Witnesses</b>	<p>In some cases, the Council may consider using the services of a professional witness to monitor locations where ASB is being reported. Such instances are rare and not always appropriate.</p>

- **Legal remedies (usually applied for by the Anti-Social Behaviour Officer).**

<b>Tools :</b>	<b>Used For :</b>
<b>Demotion Order (for secure tenants)</b>	Demotion orders may be sought by the Local Authority in cases where a tenant, resident or visitor has behaved or threatened to behave in a way which is capable of causing a nuisance and affects the housing management of the area. The Council would begin proceedings in the County Court for a demotion order that would end the secure tenancy and create a demoted tenancy and reduces a tenant's rights. If the tenant's behaviour does not improve then the Council is able to take action to seek possession of the property and evict the tenant.
<b>Extending an Introductory Tenancy</b>	Introductory tenants can have their 12 month 'trial period' extended for a further 6 months to allow them to demonstrate that they can modify their behaviour.
<b>Service of Notice Of Seeking Possession (NOSP) and Notice of Possession Proceedings (NOPP)</b>	Where tenants continue to breach the terms of their tenancy agreement and fail to adhere to warnings to modify their behaviour, the Council can serve a NOSP or NOPP (depending on the tenancy type) which will remain valid for 12 months. This is the first step in the Council taking possession proceedings.
<b>Civil Injunctions</b>	Civil injunctions are court orders made by the civil courts to either prevent certain behaviour and/or compel certain actions. A civil injunction can be sought against any person aged 10 years' and over, where there has been nuisance and annoyance in relation to a person's housing and in cases where there has been harassment, alarm and distress.
<b>Criminal Behaviour Order</b>	A criminal behaviour order is issued by a criminal court against a person who has been convicted of an offence to tackle the most persistently anti-social individuals who are also engaged in criminal activity. The order will include prohibitions to stop the anti-social behaviour but it can also include positive requirements to get the offender to address any underlying causes of the behaviour.
<b>Dispersal Order</b>	Requires a person or persons committing or likely to commit anti-social behaviour, crime or disorder to leave an area for up to 48 hours. The

	dispersal powers are utilised by the Police.
<b>Community Protection Notice (CPN)</b>	The community protection notice can be issued to an individual or a business to deal with a particular problem which is negatively affecting the community. The notice can be used to tackle a range of anti-social behaviour for example graffiti, littering, dog fouling.
<b>Fixed Penalty Notices</b>	Fixed penalty notices (FPNs) can be issued to deal with environmental offences like: littering, fly tipping, dog control offences, graffiti, abandoned vehicles.
<b>Parenting Orders</b>	A Parenting Order is an order under the Crime and Disorder Act 1998. The Parenting Order was designed primarily to help and support parents when their children get into trouble. A court may make an Order on a parent or Guardian of a juvenile who is convicted of an offence.
<b>Public Space Protection Orders (PSPO's)</b>	Public Space Protection Orders are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. Councils will be responsible for making the new PSPO.
<b>Closure Notice</b>	A closure notice provide for quick interventions over a limited period of time to stop or prevent premises being used for Anti-Social Behaviour or criminal activity. A closure notice can be used by the Police and/ or the Council to close premises for 24 hours or 48 hours. The issue of a closure notice must be accompanied by an application to Magistrates for a closure order.
<b>Closure Order</b>	A closure order is granted by Magistrates when the Court is satisfied that premises are being used or are likely to be used for behaviour that is disorderly, offensive or criminal. An Order can be used to restrict all access to the premises in question and effectively closes a property down. The order can last for 3 months and be extended up to 6 months.
<b>Possession Proceedings</b>	If, after all the other tools for tackling ASB have been used and the behaviour persists, as a last resort the Council can apply to the Court for a possession order. If the Order is granted, the Court will set a date for the tenant to vacate the premises.
<b>Absolute Ground For Possession</b>	Several changes have been made to the possession grounds contained in the Housing Acts 1985 and 1988.  The biggest change brought about by the 2014 Act is in relation to the introduction of a new mandatory ground for possession where there has been serious ASB. The Acts set out a number of conditions which if proven (and subject to any human rights proportionality defence that the tenant may raise) will lead to the making of an outright possession order.



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Equality Impact Assessment (EIA)  
**Part A – Initial Equality Impact Assessment**

Start Date:

Completion Date:

**PART A - Step 1: Preparation**

1.	What are you assessing?	The Anti-Social Behaviour Policy, which is being recommended for approval by the Executive Committee on 28 <sup>th</sup> November 2016.
2.	Is this a new or existing policy?	This is a revision of an existing policy following a change in legislation, following the implementation of the Anti-Social Behaviour, Crime and Policing Act 2014 on the 20 <sup>th</sup> of October 2014.
3.	What are the aims and purpose of this policy?	To ensure that there is a policy in place which : <ul style="list-style-type: none"> <li>▪ Conforms with legislative requirements.</li> <li>▪ Clearly explains the Housing Services' approach to addressing complaints of anti-social behaviour.</li> <li>▪ Supports partnership working with relevant agencies to ensure that the best solution is found and implemented as swiftly as possible.</li> <li>▪ Provides customers with information regarding the various measures available to the Housing Service as a social landlord to address anti-social behaviour.</li> <li>▪ Outlines the roles and responsibilities of officers dealing with anti-social behaviour.</li> </ul>
4.	Who is responsible for the policy/work you are assessing?	Head of Service, Housing Services, Isle of Anglesey County.
5.	Who is the Lead Officer for this EIA?	Head of Service, Housing Services.

6.	Who else is involved in undertaking this EIA?	Rachel Smith, Anti-Social Behavior Officer
7.	Is the policy related to other policies/areas of work?	<p>Yes.</p> <ul style="list-style-type: none"> <li>▪ The Council's strategic housing function.</li> <li>▪ The Council's Common Housing Allocation Policy (effective since 4<sup>th</sup> July 2016).</li> <li>▪ The Housing Services' tenancy agreement(s), as Council tenants are expected to adhere to the terms and conditions in relation to acceptable behaviour.</li> </ul>
8.	Who are the key stakeholders?	<ul style="list-style-type: none"> <li>▪ Council Tenants.</li> <li>▪ Residents living on Council estates</li> <li>▪ Visitors to Council estates.</li> <li>▪ Applicants on the common housing register.</li> <li>▪ Council employees and sub-contractors.</li> <li>▪ Local Members and Town Councillors.</li> <li>▪ Community Safety Team</li> <li>▪ North Wales Police and other statutory and non-statutory partners.</li> </ul>

9 - Is the policy relevant to how the Authority complies with the public sector general duty relating to people who are protected due to age; disability; gender; gender reassignment; pregnancy and maternity; race, ethnicity or nationality; religion or belief and sexual orientation?	Yes	No
The elimination of discrimination and harassment	✓	
The advancement of equality of opportunity	✓	
The fostering of good relations	✓	
The protection and promotion of human rights	✓	

## PART A - Step 2: Information Gathering

<p>10 - Does this policy / area of work ensure equality for the Welsh and English languages in accordance with the Council's Language Scheme?</p>	<p>Yes.</p> <p>The policy requires compliance with the Council's Welsh Language Policy and the Welsh Language Standards 2016</p>
<p>11 - Is there an opportunity through this policy / area of work to offer more opportunities for people to learn and / or use the Welsh language on a day-to-day basis?</p>	<p>Yes.</p> <p>The policy requires the housing allocation function and related services/information to be available in Welsh.</p>
<p>12 - What potential contribution does this policy / area of work make towards ensuring that the Island's historical and contemporary culture flourishes and prospers?</p>	<p>Not relevant to this policy.</p>
<p>13 - Are there any Human Rights issues? If so, what are they?</p> <p>(The 16 basic rights in the Human Rights Act are listed at Appendix 1).</p>	<p>Potentially.</p> <p>Customers may take the view that certain types of enforcement action may interfere with their Human Rights as they may be required to refrain from certain types of behaviours ( Article 8).</p> <p>Officers administering the policy will have to ensure that the actions taken in response to complaints are delivered in a non-discriminatory way, so as not to breach Article 14 of the Human Rights Act 1988.</p>
<p>14 - What has been done to date in terms of involvement and consultation with regard to this policy?</p>	<ul style="list-style-type: none"> <li>▪ A tenant focus group was established to work with officers in creating the policy.</li> <li>▪ The draft Policy has been taken to the Môn Officer Tenant Voice Panel (MoTV) as part of customer consultation for comment and approval.</li> <li>▪ The Policy was sent to the Gwynedd Môn Delivery Manager for Community Safety for comment and approval.</li> </ul>

15 - Are there any gaps in the information collected to date?  
If so, how will these be addressed?

No.

**PART A - Step 3: Considering the potential impact**

\*For each protected characteristic, please detail in the column on the right in the table below:

- (1) Any reports, statistics, websites, links etc that are relevant to your document / proposal and have been used to inform your assessment, and/or
- (2) Any information gathered during engagement with service users or staff; and/or
- (3) Any other information that has informed your assessment of potential impact

\*\*For determining potential impact, please choose from the following:

High negative; Medium negative; Low negative; Neutral; Low positive; Medium positive; High positive; No impact/Not applicable

Protected group	**Potential Impact	*Details
Age	Neutral	<p>Not based on data.</p> <p>Tenants of all ages are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.</p>
Disability	Low positive	<p>Section 19.3 7 19.4 of the policy references the fact that when responding to complaints we will have regard to the circumstances of the perpetrator as well as the victim and will consider whether or not they are vulnerable in their own right.</p> <p>If the anti-social behaviour was perpetrated by someone as a result of their vulnerability because of a disability they may have, we will seek to engage the services of relevant partner agencies to ensure that they too are supported.</p>
Gender	Neutral	<p>Tenants regardless of gender are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other</p>

Protected group	**Potential Impact	*Details
		residents, visitors or officials.
Gender Reassignment	Neutral	Tenants regardless of gender are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.
Pregnancy & Maternity	Neutral	Tenants regardless of pregnancy / maternity are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.
Race / Ethnicity / Nationality	Neutral	Tenants regardless of Race / Ethnicity and Nationality are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.
Religion or Belief	Neutral	Tenants regardless of religion or beliefs are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.
Sexual Orientation	Neutral	Tenants regardless of sexual orientation are expected to adhere to the terms and conditions of the Tenancy Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.
Welsh language	Neutral	Not applicable.
Human Rights	Neutral	All tenants are expected to adhere to the terms and conditions of the Tenancy



Protected group	**Potential Impact	*Details
		<p>Agreement and not to behave in a way which causes difficulties nor interferes with other residents' right to quiet enjoyment for other residents, visitors or officials.</p> <p>Where enforcement action must be taken to safeguard the interest of victims, all action will be considered and proportionate in relation to the complaint, however some enforcement action may prompt challenges under Article 8.</p>

#### Part A – Step 4: Outcome of Initial EIA

<b>Is the outcome of the Initial assessment to proceed to full Equality Impact Assessment?</b>	<b>No</b>
	<b>Record Reasons for Decision:</b>  There is no indication that implementing the proposed policy will have any significant (medium or high) adverse impact on any of the statutory protected groups.
<b>If no, are there any issues to be addressed?</b>	<b>No</b>
	<b>Record Details:</b>  The policy has been written to fair and equitable to all. Persons wishing to reside in Council accommodation are subject to the same terms and conditions and by signing the tenancy agreement, which is a legally binding contract, have agreed to abide to these terms.

If you have decided that **a full Equality Impact Assessment is required**, please proceed to **Part B**.

If your decision is **not to proceed to a Full Equality Impact Assessment**, please delete Part B from this template and proceed to **Part C - Outcome Report**.

## Equality Impact Assessment (EIA) – OUTCOME

### PART C – Step 1: Outcome Report

Organisation:	Isle of Anglesey County Council
What is being assessed: (copy from Part A – step 1)	The Anti-Social Behaviour Policy, which is being recommended for approval by the Executive Committee on 28 <sup>th</sup> November 2016.
Brief Aims and Objectives: (copy from Part A – step 1)	<p>To ensure that there is a policy in place which:</p> <ul style="list-style-type: none"> <li>▪ Conforms with legislative requirements.</li> <li>▪ Clearly explains the Housing Services' approach to addressing complaints of anti-social behaviour.</li> <li>▪ Supports partnership working with relevant agencies to ensure that the best solution is found and implemented as swiftly as possible.</li> <li>▪ Provides customers with information regarding the various measures available to the Housing Service as a social landlord to address anti-social behaviour.</li> </ul> <p>Outlines the roles and responsibilities of officers dealing with anti-social behaviour</p>
Did the Initial assessment proceed to full Equality Impact Assessment? (PART A – Step 4)	<p>No</p> <p><b>Record reasons for decision</b> There is no indication that implementing the proposed policy will have any significant (medium or high) adverse impact on any of the statutory protected groups.</p>
If no, are there any issues to be addressed?	<p>There is no indication that implementing the proposed policy will have any significant (medium or high) adverse impact on any of the statutory protected groups.</p> <p>It is considered that the policy is lawful, necessary and proportionate.</p>

If yes, what was the outcome of the full EIA?	N/A

Will the Policy be adopted / forwarded for approval? Who will be the decision-maker?	Yes  The Council's Executive Committee.
	If no, please record the reason and any further action required:  N/A

Are monitoring arrangements in place? What are they?	Yes  We will monitor our performance on ASB in the following ways; <ul style="list-style-type: none"> <li>▪ Quarterly performance reports to the Housing Management Team.</li> <li>▪ We will produce annual reports for the Housing Partnership Board.</li> <li>▪ We will establish a tenant scrutiny panel which will convene at 6 monthly intervals to monitor performance in this service area against the above criteria.</li> </ul>
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Who is the Lead Officer?	Name:	Shan L Williams
	Title:	Head of Service
	Department:	Housing Services
Review date of policy and EIA:	<p>It is the Council's intention to review this policy annually, with a view to ensuring that it remains fit for purpose, that we address any changes in legislation and regulatory powers, and that we are delivering against the policy aims.</p> <p>The review date will be set 12 months from implementation date following adoption by the Executive Committee.</p>	

Names of all parties involved in undertaking this assessment	Name	Title
	Karen Roberts	Principal Housing Officer
	Rachel Smith	Anti-Social Behaviour Officer.
Please Note: An Action Plan should be attached to this Outcome Report prior to completion		

## PART C - Step 2: Action Plan

Please detail any actions that are planned following completion of your EIA. You should include any changes that have been made to reduce or eliminate the effects of potential or actual negative impact, as well as any arrangements to collect data or to carry out further research.

Ref	Proposed actions	Lead officer	Timescale
01	Monitor compliance of new policy at monthly intervals during staff supervision.	Principal Housing Officer	Monthly from implementation date.
02	Collate statistical data concerning complaints and actions taken in accordance with Housemark benchmarking criteria.	Principal Housing Officer	Monthly from implementation date.
03	Establish Tenant Scrutiny Panel as part of monitoring performance and policy compliance.	Principal Housing Officer	December 2016 (1 <sup>st</sup> meeting)



## Appendix 1 – Human Rights

Human rights are rights and freedoms that belong to all individuals, regardless of their nationality and citizenship. There are 16 basic rights in the Human Rights Act – all taken from the European Convention on Human Rights. For the purposes of the Act, they are known as ‘the Convention Rights’. They are listed below:

(Article 1 is introductory and is not incorporated into the Human Rights Act)

Article 2: The right to life

Article 3: Prohibition of torture

Article 4: Prohibition of slavery and forced labour

Article 5: Right to liberty and security

Article 6: Right to a fair trial

Article 7: No punishment without law

Article 8: Right to respect for private and family life

Article 9: Freedom of thought, conscience and religion

Article 10: Freedom of expression

Article 11: Freedom of assembly and association

Article 12: Right to marry

Article 14: Prohibition of discrimination

Article 1 of Protocol 1: Protection of property

Article 2 of Protocol 1: Right to education

Article 3 of Protocol 1: Right to free elections

Article 1 of Protocol 13: Abolition of the death penalty





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# PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

**Adroddiad:** Model ar gyfer darparu gwasanaethau cynghori ar fudd-daliadau lles yn Ynys Môn i'r dyfodol

**Report:** Model for delivering welfare benefit advice services for the future in Anglesey

Paragraff(au) 14, 17 Paragraph(s)	Atodlen 12A Deddf Llywodraeth Leol 1972 Schedule 12A Local Government Act 1972
Y PRAWF – THE TEST	
<p>Mae yna fudd y cyhoedd wrth ddatgelu oherwydd / There is a public interest in disclosure as:-</p> <p>Byddai'r cyhoedd efo ddiddordeb i wybod y manylion a'r cefndir i ystyriaethau'r penderfyniad i newid model darparu gwasanaeth budd-daliadau lles. / The public would be interested to know the background details and considerations of the decision to change the service delivery model of welfare benefits.</p>	<p>Y budd y cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-</p> <p>Gan ddatgelu peth o'r wybodaeth a gynhwysir yn yr adroddiad yma gall rhagfarnu materion ariannol y Cyngor. / Revealing some of the information contained in this report could prejudice the financial affairs of the Council.</p> <p>Mae'r adroddiad yn cyfeirio at rhai materion ariannol gan gynnwys y grant i'r CAB fel trydydd parti. / The report refers to financial information including details of a grant to the CAB as a third party.</p>
<p><b>Argymhelliad</b> - Mae budd y cyhoedd wrth gadw'r eithriad o bwys mwy na budd y cyhoedd wrth ddatgelu'r wybodaeth.</p> <p><b>Recommendation</b> - The public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	

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