

ISLE OF ANGLESEY COUNTY COUNCIL Scrutiny Report Template

Committee:	Corporate Scrutiny Committee
Date:	5 th February, 2018
Subject:	2018/19 Budget Setting (Revenue and Capital)
Purpose of Report:	Further consideration to the 2018/19 budget proposals
Scrutiny Chair:	Cllr Aled Morris Jones
Portfolio Holder(s):	Cllr John Griffith
Head of Service:	Marc Jones, Head of Resources / Section 151 Officer
Report Author:	Anwen Davies, Scrutiny Manager
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Local Members:	Not applicable

1 - Recommendation/s

The Corporate Scrutiny Committee is requested to:

R1 Agree a formal response to the Executive¹ on the Council's proposed 2018/19 revenue and capital budgets (using the key scrutiny questions in section 4 of the report), taking into account the key messages from the recent public consultation exercise

R2 Consider the propriety of inviting the Finance Scrutiny Panel to consider the areas identified by residents to be explored for further possible savings in future years.

2 – Link to Council Plan / Other Corporate Priorities

Direct link with the Council Plan / transformation priorities. The Committee's consideration of the budget proposals for next year will include how the proposals enable the Executive to deliver on the Council Plan and transformation programme as well as any specific risks.

It is a statutory requirement that the Council sets a viable budget for the coming year by 11th March, 2018. The final budget proposals will be considered by the Executive on 19th February, 2018 and then submitted to Full Council on 28th February, 2018, for ratification.

3 – Guiding Principles for Scrutiny Members

To assist Members when scrutinising the topic:-

3.1 Impact the matter has on individuals and communities [**focus on customer/citizen**]

3.2 A look at the efficiency & effectiveness of any proposed change – both financially and in terms of quality [**focus on value**]

¹ To be submitted to a meeting of the Executive to be convened on 19th February, 2018

3.3 A look at any risks [focus on risk]**3.4 Scrutiny taking a performance monitoring or quality assurance role [focus on performance & quality]****3.5 Looking at plans and proposals from a perspective of:**

- Long term
- Prevention
- Integration
- Collaboration
- Involvement

[focus on wellbeing]**4 - Key Scrutiny Questions**

- i. How do the budget efficiency proposals impact on citizens? What impact(s) will the proposals not supported during the recent public consultation have on citizens-
 - Further reductions in the level of culture grants to organisations such as Canolfan Ucheldre, community newspapers and Cwmni'r Fran Wen
 - Reduce the management costs for the music tuition service by reviewing the commissioning arrangements in co-operation with the current tutors whilst maintaining the current service to children
 - Increasing the Council tax by 4% with a further increase of 1% used to offset increased costs in social services
- ii. What mitigating actions are proposed to reduce or eliminate any adverse impacts for protected groups?
- iii. Should the savings identified as achievable in 2018/19 be maximised bearing in mind that by maximising savings it allows the Council greater flexibility to respond to future savings requirements and budget pressures during the year?
- iv. Does the Committee support the assumption in the Medium Term Financial Plan and the initial budget proposals to raise the Council Tax by 4%. What is the Committee's view on raising the Council Tax by 5% with the additional 1% being directed towards social care?
- v. How do the 2018/19 budget proposals enable the Executive to deliver on the new Council Plan and transformation programme? Are there any specific risks?
- vi. What impact does the 2018/19 proposals have on the Council's Medium Term Financial Plan?
- vii. Does the Scrutiny Committee have any observations on the affordability of the proposed capital budget?

5 – Background / Context**1. CONTEXT**

1.1 Scrutiny of the budget setting process has developed and matured over the past 2 years, laying the foundations for a better, more systematic process based on outcomes and good practice. In fact, the process allows for a more systematic approach to financial scrutiny, as an essential building block of sound financial management and governance. Our financial scrutiny approach is now emerging as a potential model of good practice.

1.2 Members will be aware that finance is critical to the services the Council delivers and that there are far reaching effects to financial issues facing us as a local authority – both in terms of the services being received and also the Council Tax or fees and charges being paid². As it becomes increasingly difficult to find the necessary levels of savings through efficiencies, the Council will need to give detailed consideration to the choices we face. This will continue to entail asking challenging questions about which services to offer to the future and the degree to which current methods of service delivery remain appropriate. Another consideration is how best to manage expectations (internal and external) in making the necessary changes.

1.3 Initial draft budget proposals

As discussed in paragraph 3.3 below, the Finance Scrutiny Panel gave detailed consideration to the initial draft budget proposals prior to the Scrutiny Committee's consideration and comment on the report of the Head of Resources and Section 151 Officer at its meeting of 31st October, 2017. The report set out the initial draft proposals for the 2018/19 budget in terms of the savings identified to date and a schedule of proposed efficiency savings set out per service for 2018/19. The Committee also received a report by the Head of Transformation setting out the 2018/19 budget consultation plan.

A resume of the Committee's deliberations can be seen in the minutes of the Committee meeting.

1.4 In considering their response to the final budget proposals, members of the Scrutiny Committee need to consider the proposals in terms of the wider long term financial position of the Council (as set out in the Medium Term Financial Plan) and the Council's long term aims and objectives (as set out in the Council Plan for 2017/2022).

2. SETTING THE COUNCIL'S 2018/19 BUDGET

2.1 Attached is the report of the Head of Resources / Section 151 Officer on the proposed revenue and capital budgets for 2018/19 (**APPENDIX 1**) and which provide a position statement on the following issues:

- The Executive's initial budget proposals
- Local Government final settlement
- Revised budget position for 2018/19
- Council Tax
- Reserves and general balances
- Savings proposals
- Budget pressures
- Risks.

3. FINANCIAL SCRUTINY – SETTING THE 2018/19 BUDGET

3.1 In the current economic climate, Members need to be assured that the Council is making the most effective use of diminishing resources, especially finances:

“... The importance of effective scrutiny is magnified as public services respond to the challenge of the global financial situation whilst continuously seeking to improve the evidence base for decisions on the allocation of resources as well as ensuring

² Raising the Stakes: financial scrutiny in challenging times. A guide for Welsh local authorities (Centre for Public Scrutiny June, 2014)

*that decisions are transparent and in accordance with the needs of the local community.....*³

How to add value at each stage of the financial process should be the key question from a financial scrutiny perspective. The **budget setting process** is one of those key stages.

3.2 Financial scrutiny is much more than adding value to Executive decisions. It is about ensuring that there is proper scrutiny in the effective planning, execution and follow up of key decisions impacting on taxpayers and local communities. Scrutiny should therefore:

- Provide effective challenge
- Hold decision makers to account; and
- Assist the Executive in the development of a robust budget for the coming year by testing how choices are being made about resource allocation and how well resources are used to deliver our policy objectives and priorities.

3.3 Finance Scrutiny Panel

Members will recall that a Finance Scrutiny Panel has been established to ensure the following benefits:

- i. Develop a model of working on finance matters focusing on a smaller group to enable Members to become more involved, develop a level of expertise, encourage good attendance and teamwork
- ii. Forum to develop a group of members with the expertise and the ownership to lead financial discussions in the Corporate Scrutiny Committee

The Panel has had a detailed look at the 2018/19 budget proposals and also a summary of comments received during the recent public consultation. A verbal report will be presented to the meeting by Cllrs Dafydd Roberts and Robin Wyn Williams.

4. KEY MESSAGES FROM THE PUBLIC CONSULTATION PROCES

4.1 Attached is the report of the Business Planning, Programme and Performance Manager summarizing the key messages from the Council's recent public consultation exercise (**APPENDIX 2**).

4.2 This year's consultation exercise has built on the solid foundations set over the past 3 years under the direction of the Joint Engagement and Consultation Board established with 3rd Sector partners.

4.3 The response to the 2018/19 initial budget proposals was fairly positive. Around 700 responses have been received again this year through the various channels outlined in the report, with respondents using all methods available to them to engage.

4.4 The most successful method of collecting responses again this year was the online survey – around 47% responded through this channel. This is lower than the corresponding percentage last year, but this year saw an increase in the numbers responding via letter and e-mail. These responses related to two particular matters.

³ Good Scrutiny? Good Question! Auditor General for Wales improvement study: Scrutiny in Local Government, May 2014

- 4.5 Responses were received from bodies such as town councils, school governing bodies, older people and disabled people, young people, teachers and other residents that could not be included in any particular group.
- 4.6 Like last year, we have been able to capture the 'reach' and engagement we made as a Council through social media. By promoting the consultation through these media we reached approximately 57,000+ people. (6,000+ through Welsh-medium posts and 51,000+ people through our English posts).
- 4.7 On the whole the responses were balanced with opposing views received in conjunction with those supporting the proposed savings. The 'wordle' below provides a brief synopsis of the issues identified:



5. CITIZEN ENGAGEMENT – CITIZEN'S PANEL AND YOUTH COUNCIL (LLAIS NI)

5.1 Steps have been taken to further strengthen links between Elected Member Scrutiny and citizens as a means of enabling the public to engage in democratic debate about current and future delivery of public services⁴. Our desired outcome during the current budget setting process has been for Scrutiny to enable the voice of local people to be heard as part of the decision-making and policy-making process. From a national perspective, this citizen engagement work is considered to be good practice. In moving forward, this will further develop locally into other topics on the forward work programme of our scrutiny committees.

5.2 Engagement process

In partnership with Medrwn Môn, Citizen engagement has been a development area for us over the past 6 months⁵ and we have invited the Youth Council and Citizen's

⁴ Good Scrutiny? Good Question! Auditor General for Wales improvement study: Scrutiny in Local Government, May 2014

⁵ A policy framework, action plan and statement of expectation have been developed as a foundation to further develop our engagement work with citizens, through Member scrutiny

Panel to submit comments on the 2018/19 budget efficiency proposals and the budget scrutiny arrangements. This engagement has been in 3 parts:

- **Stage 1** (31/10/17) – observe the Corporate Scrutiny Committee
- **Stage 2** – appraise budget proposals and budget scrutiny arrangements
- **Stage 3** (05/02/18) – feedback from citizens to the Corporate Scrutiny Committee

Attached is the report of the Citizens' Panel and Youth Council (Llais Ni) summarising the response of the citizens who participated (**APPENDIX 3**).

6. KEY SCRUTINY ISSUES

6.1 The 2018/19 budget setting process has provided an opportunity for Elected Members to consider and challenge the implications of the draft efficiency proposals. Notably, the series of budget workshops convened during the Autumn enabled Members to give detailed consideration to each individual budget proposal across all Council services. Input was also received from the Finance Scrutiny Panel in light of detailed consideration of the efficiency proposals. At this stage in the process, the Corporate Scrutiny Committee is now requested to consider any final views on the draft budget for 2018/19 prior to consideration by the Executive⁶ of its proposed final draft budget on 19th February.

6.2 In light of the 2018/19 budget setting process to date, it is therefore proposed that the Committee should:

- i. Consider the key messages from the recent public consultation exercise on the 2018/19 budget proposals
- ii. Examine in further detail the impacts on citizens of the proposals which caused concern in the recent public consultation exercise
- iii. Consider the proposed capital budget for 2018/19 onwards.

6 – Equality Impact Assessment [including impacts on the Welsh Language]

Attached are the impact assessments in relation to the following service areas which will enable the Committee to assess the impact of the key budget proposals for 2018/19:

1. Adult Services
2. Highways
3. Learning service

7 – Financial Implications

This report discusses the process for setting the Council's 2018/19 budget, which includes consideration of the budget proposals and key messages from the recent public consultation process.

8 – Appendices:

APPENDIX 1: report of the Head of Resources on the proposed revenue and capital budgets for 2018/19

⁶ Meeting of the Executive to be convened on 19th February, 2018

APPENDIX 2: key messages from the Council's recent public consultation exercise
APPENDIX 3: summary of the response of the Citizens Panel and Youth Council to the budget proposals and budget scrutiny process

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

Anwen Davies, Scrutiny Manager, Isle of Anglesey County Council, Council Offices, Llangefni. LL77 7TW

Date: 22/01/18

2018/19 REVENUE BUDGET

1. INTRODUCTION AND BACKGROUND

- 1.1. The context for the 2018/19 revenue budget was set out in the Medium Term Financial Plan for 2018/19 to 2020/21 which was approved by the Executive in September 2017. The plan is summarised in Table 1 below:-

Table 1
Medium Term Financial Plan 2018/19 to 2020/21

	2018/19 £'m	2019/20 £'m	2020/21 £'m
Net Revenue Budget B/F	126.16	125.64	125.77
Budget Pressures and Inflation	3.66	2.64	2.99
Revised Budget	129.82	128.28	128.76
Aggregate External Finance (AEF)	90.80	89.53	89.08
Council Tax	34.84	36.24	37.69
Total Funding	125.64	125.77	126.77
Savings Required	4.18	2.51	1.99
Main Assumptions			
Pay Awards	1.5%	1.5%	2.0%
General Inflation	2.6%	2.4%	2.2%
Reduction in AEF	-2.0%	-1.4%	-0.5%
Increase in Council Tax	4.0%	4.0%	4.0%

- 1.2. The Executive considered its initial budget proposals at its meeting on 6 November 2017 and approved the initial Standstill Budget at £132.337m and, based on the provisional settlement and a Council Tax rise of 5%, the budget gap of £1.99m was identified. The 5% rise in Council Tax included a 1% increase, which would be ring-fenced for Social Care. This additional 1% increase in Council Tax was to be consulted upon and, if not implemented, there would be an equivalent reduction in the standstill budget. The draft proposals identified potential revenue savings of £3.296m.

2. REVISED STANDSTILL BUDGET 2018/19 AND FINAL REVENUE SETTLEMENT

- 2.1. The provisional standstill budget of £132.337m has been reviewed and updated to take account of the current pay offer to NJC staff, any additional funding requirements arising from the final revenue grant settlement, updating of budgets based on additional or revised information and the correction of any errors or omissions identified through the budget verification process.

- 2.2.** This has resulted in a revised standstill budget of £132.688m, an increase of £0.351m. This is, in the main, due to the pay offer being higher than the 2% allowed for in the original standstill budget and this increases costs by an additional £485k. In addition, the revised grant settlement from the Welsh Government includes an additional £173k to cover the loss of income which the Council will incur by increasing the capital threshold for residential and nursing clients from £30,000 to £40,000.
- 2.3.** The final settlement figures were published by the Welsh Government on 20 December 2017. Across Wales, the Standard Spending Assessment increased by £38.884m, however, the anticipated Council Tax also increased by £10.10m. As a result, the overall AEF for Wales increased by £28.784m from the provisional settlement figure and this, in turn, changed the Council's Aggregate External Finance, with the final figure set at £95.812m, an increase of £0.888m from the provisional figure.
- 2.4.** Based on the revised standstill budget of £132.688m and a final revenue grant settlement of £95.812m, this would require the Council Tax to generate £36.876m. The income from Council Tax based on the 2017/18 level of Council Tax (£1,088.01 for a Band D property) and after adjusting for the change in the taxbase would generate £33.482m, which is £3.394m below the figure required to fund the standstill budget.

3. OTHER BUDGET PRESSURES

- 3.1.** In addition to normal demand led budget pressures, decisions which are partly outside the control of the Council have also resulted in additional budget pressures. These include:-

- Deprivation of Liberty Safeguards (DOLS) – The requirement on the Council to undertake DOLS assessments annually will increase costs considerably. It is estimated that an additional £172k per annum will be required. See Executive Committee 29 January 2018.
- Regional Growth Bid – In line with the other 5 North Wales authorities, the Council agreed to contribute up to £50k in 2017/18 to meet the costs of preparing the bid. As the bid moves ahead further funding at a similar level will be required.
- STEM Project – The STEM project is a 4½ year project which is partly funded from EU grant funding, partly funded by the private sector and partly funded by the 3 North West Wales local authorities. The project will require the Council to contribute up to £37,500 over the next 4 years, although this may reduce if the private sector contribution increases.
- Single Environment Grant – A large part of the Single Environment grant, which is mostly used to fund the costs of recycling, was transferred into the settlement and the £920k relating to the Isle of Anglesey has been included in the standstill budget. The remaining £26.8m of this grant across Wales will be cut to £20.79m in 2018/19 (a reduction of 22%). It is estimated that this will reduce the Council's grant by approximately £180k (final figures to be confirmed).

- 3.2.** The Executive has indicated that these budget pressures will be funded in the 2018/19 budget and this increases the standstill budget by £439k.

4. COUNCIL TAX

- 4.1.** The Council's Band D Council Tax charge for 2017/18 was £1,088.01, which is the 5th lowest in Wales and is lower than the Welsh Average of £1,184. More importantly for Anglesey is the comparison to the 5 other North Wales authorities. This is shown in Table 2 below:-

Table 2**Comparison of Council Tax Band Charges for North Wales Authorities**

Authority	Band D Charge 2017/18 £	Amount Above / Below Anglesey £	Percentage Above / Below Anglesey %
Anglesey	1,088		
Gwynedd	1,241	+ 153	+ 14.1%
Conwy	1,113	+ 25	+ 2.3%
Denbighshire	1,191	+ 103	+ 9.5%
Flintshire	1,104	+ 16	+ 1.5%
Wrexham	1,052	-36	-3.3%

- 4.2.** The impact of each 0.5% rise from 1% to 5% is shown in Table 3 below. It should be noted that the level of Council Tax rise is not only important in setting the 2018/19 budget but will also have an impact for 2019/20, as the starting point for the Council Tax will be determined by the rise applied in 2018/19 and this will impact on the rise required in 2019/20.

Table 3
Impact of Varying Increases in the Level of Council Tax for 2018/19

Percentage Increase	Change in Overall Council Funding £	Band D Charge 2018/19 £	Increase from 2017/18 Charge £	Weekly Increase from 2017/18 Charge £
5.0%	+ 1.676m	1,142.37	+ 54.36	+ 1.05
4.5%	+ 1.509m	1,136.97	+ 48.96	+ 0.94
4.0%	+ 1.341m	1,131.57	+ 43.56	+ 0.84
3.5%	+ 1.173m	1,126.08	+ 38.07	+ 0.73
3.0%	+ 1.006m	1,120.68	+ 32.67	+ 0.63
2.5%	+ 0.838m	1,115.19	+ 27.18	+ 0.52
2.0%	+ 0.671m	1,109.79	+ 21.78	+ 0.42
1.5%	+ 0.503m	1,104.30	+ 16.29	+ 0.31
1.0%	+ 0.335m	1,098.90	+ 10.89	+ 0.21

5. BALANCING THE 2018/19 REVENUE BUDGET

- 5.1.** The revised standstill budget after funding the additional budget pressures of £439k amounts to £133.127m. Based on this sum and revenue grant settlement of £95.812m, Table 4 shows the level of savings required for differing increases in Council Tax, in order to deliver a balanced budget:-

**Table 4
Savings Required to Deliver a Balanced Budget**

	Council Tax Increase				
	1%	2%	3%	4%	5%
	£'m	£'m	£'m	£'m	£'m
Revised Standstill Budget	133.127	133.127	133.127	133.127	133.127
Aggregate External Finance	(95.812)	(95.812)	(95.812)	(95.812)	(95.812)
Council Tax	(33.861)	(34.196)	(34.532)	(34.867)	(35.202)
Savings Required	3.454	3.119	2.783	2.448	2.113

5.2. The initial savings proposals, which were subject to consultation, amounted to £3.396m. The proposals have subsequently been reviewed, and the total of the proposals has been adjusted down to £3.315m. The individual proposals are attached as Appendix 2, along with details of the cost of implementation, the action required to implement the proposals, timescale to implement and any risks which may prevent the implementation. A copy of the equality impact assessments for the savings proposals that impact service users are also attached.

6. RESERVES AND BALANCES

6.1. As at 31 March 2017, the Council's general reserves stood at £8.355m, which is equivalent to 6.6% of the Council's net revenue budget. During the year, £393k of the reserves have been utilised and it is estimated that a further £2.4m will be required to fund the overspend on the 2017/18 revenue budget and to meet the Council's contribution towards the cost of the flooding in November.

6.2. The general rule of thumb that the Council has accepted is that the general balances should be at least 5% of the net revenue budget. Based on a draft revenue budget of around £130m, this would require the balances to be in the region of £6.5m.

6.3. A review of the earmarked and restricted reserves has identified around £700k of reserves which can be brought back into the Council's general balances. Taking all of these adjustments into account, the estimated Council balances as at 31 March 2018 would be £6.2m which, although is less than the £6.5m figure, it is not significantly lower and is an acceptable level moving forward.

7. UPDATING THE MEDIUM TERM FINANCIAL STRATEGY

7.1. The initial budget proposals to the Executive on 6 November 2017 was based on the Medium Term Financial Strategy approved by the Executive in September 2017. This estimated that the total AEF would reduce by 2.0% in 2018/19 and that Council Tax would rise by 4%.

7.2. The actual settlement increased the AEF by 0.7% and this has had a significant impact on the Medium Term Financial Strategy. The situation is not unique to Anglesey and a majority of Welsh Councils had planned for a significant cut in the AEF, when the AEF for 13 of the 22 Councils actually increased in cash terms.

- 7.3.** Estimating future changes in the AEF is difficult and much will depend on the performance of the UK economy post Brexit. The UK Government has revised their fiscal policy and it is no longer a target to clear the UK budget deficit by 2020 but, if economic growth is lower than anticipated then this may result in further cuts to the Welsh Government's overall budget. The protection that the Welsh Government gives to other areas of spending compared to local government will also have a significant impact on the level of future local government settlements.
- 7.4.** The provisional settlement indicated that the local government settlement in 2019/20 could be reduced by up to -1.5%, although this is not restated in the final settlement. The final settlement does state an additional £20m will be made available in 2019/20 but whether this is after the reduction of 1.5% or that it replaces the intention to reduce the funding by 1.5% is unclear.
- 7.5.** The worst case scenario for the Council would be a further significant cut in the AEF for 2019/20 with only a small increase of 0.5% over the subsequent two years. Pay costs are estimated to increase by 3% in 2019/20 and then 2% in the subsequent 2 years. Price inflation is estimated at around 2% in each of the 3 years. Assuming that Council Tax increases by 4% per annum for the following three years, it is estimated that a further £6m of savings will be required between 2019/20 and 2021/22.
- 7.6.** A more optimistic scenario is that the AEF increases in each of the three years by 0.5% per annum. This would reduce the savings required to £4m over the three year period.

8. CAPITAL BUDGET 2018/19

- 8.1.** The proposed capital budget for 2018/19 is based on the capital strategy that was approved by the Executive on 30 October 2017. The strategy outlined that the proposed capital programme would be based on the 6 main sources of funding:-
- General Capital Grant
 - Supported Borrowing
 - Capital Receipts
 - Unsupported Borrowing for 21st Century Schools Programme
 - Specific Capital Grants (including 21st Century Schools Grant)
 - Capital Reserves
- 8.2.** In addition, the Executive resolved to release £250k of capital reserves to fund Invest to Save projects.
- 8.3.** The proposed capital programme and funding is set out in Table 5 below:-

**Table 5
Proposed Capital Programme 2018/19**

Scheme	Scheme Cost £'m	External Grants £'m	Council Funding £'m
Holy Island Visitor Gateway	0.353	0.323	0.030
Lôn Newydd Wylfa	12.000	12.000	0.000
Llangefni Link Road	2.975	2.677	0.298
Holyhead and Llangefni Strategic Infrastructure	4.727	4.657	0.070
Flood Alleviation Schemes	0.400	0.340	0.060
Gypsy and Traveller Sites	1.858	0.450	1.408
Holyhead Market Hall	1.086	1.086	0.000
Ysgol Santes Dwynwen	3.357	0.958	2.399
Ysgol Parc y Bont	0.070	0.000	0.070
Ysgol Brynsiencyn	0.203	0.081	0.122
Ysgol Bro Llangefni	5.233	2.798	2.435
Ysgol Esceifiog	0.050	0.000	0.050
Disabled Facilities Grant	0.750	0.000	0.750
Disabled Access – Education Buildings	0.300	0.000	0.300
Replacement Vehicles	0.150	0.000	0.150
IT Infrastructure	0.418	0.000	0.418
School Refurbishment	0.500	0.000	0.500
Non School Refurbishment	0.400	0.000	0.400
Highway Resurfacing	0.699	0.000	0.699
Invest to Save Projects	0.250	0.000	0.250
HRA Capital Expenditure / New Developments	12.417	2.660	9.757
TOTAL CAPITAL PROGRAMME	48.133	28.030	20.103
Funded By:			
External Grants	28.030		
Funding Brought Forward from 2017/18	1.040		
General Capital Grant	1.340		
Supported Borrowing	2.203		
Capital Receipts	0.500		
Unsupported Borrowing 21 st C Schools	3.734		
Supported Borrowing 21 st C Schools	1.279		
Capital Reserves	0.250		
HRA Revenue / Reserves	9.757		
TOTAL FUNDING	48.133		

- 8.4.** In January 2018, the Welsh Government announced additional grant funding of £30m for 2017/18. Anglesey's allocation of this additional funding will be £910k. The grant can be used to fund locally sourced funding for any project in 2017/18 provided that the funds are then used for roads refurbishment in 2018/19. This will provide additional funding of £910k in 2018/19 above the £699k allocated in the draft capital programme.
- 8.5.** The Executive will also be asked to consider two projects put forward by the Leisure Service to upgrade leisure fitness equipment at Holyhead Leisure Centre and for a new 3G football pitch at Llangefni. Both schemes would be funded from unsupported borrowing, with the additional costs (MRP & Interest) being funded from the additional income generated.

SAVINGS PROPOSALS 2018/19

Service	Savings Category	Proposal	Equality Impact Assessment	Amount £'000	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
									£'000	
Highways, Waste & Property	Unrequired / Vacant Posts	Reduce staffing within the Highways Service as posts become vacant.	Not required	120	Redundancy costs for 1 employee to be confirmed	3 employees have already left, only require to delete vacant posts from establishment. Need to agree VR of the final postholder. Then need to agree the transfer of duties to other staff and any additional remuneration	May 2018	That the redundancy cost is too high and the payback period does not fit into the revised VR criteria	116	Recalculation based on the actual costs of the posts to be deleted
Highways, Waste & Property	Cessation / Transfer of Services	Reduce public transport costs by removing the following low demand routes:-	EIA1	15	Nil	Issue revised timetables and notify contractors that the routes are to end	April 18	High level of public objection noted in the consultation	15	No change
Highways, Waste & Property	Income Generation	Increase parking fees above the rate of inflation (3%) whilst keeping the 50p half hour and £1 hour fees. Proposed to increase the Llanfair PG Park and Ride fee from 20p to 50p	Not required	5	Nil	Agree the revised fees as part of the Executive decision on Fees and Charges in February 18	April 18	Objection to the increase by the Welsh Government who funded the capital cost of the car park. This is considered to be a very low risk. The increase in the fee results in a reduction in usage of the car park, which reduces the net income	5	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Highways, Waste & Property	General Efficiency Savings	Reduce the street lighting repairs and maintenance budget as a result of the increased investment in LED lighting.	Not required	20	Nil - Investment in the LED lights already taken place	None	April 18	None	20	No change
Highways, Waste & Property	General Efficiency Savings	Reduce vehicle / transport costs through the increased use of electric and LPG vehicles and by making greater use of contract hire vehicles.	Not required	40	Nil - electric and LPG vehicles already being used and contract hire agreement in place.	None but need to monitor usage	April 18	None	40	No change
Highways, Waste & Property	Income Generation	Increase the income from the Smallholdings estate by changing the tenancy agreement for new tenants.	Not required	25	Nil	Implement new tenancy agreement each time there is a change of tenancy	April 18	Insufficient turnover of tenancies to allow the increased rents to be applied	25	No change
Highways, Waste & Property	General Efficiency Savings	Reduce cleaning material costs across Council buildings.	Not required	25	Nil	None - As the number of cleaners and frequency of cleaning is reduced then the material costs will reduce	April 18	None	25	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Highways, Waste & Property	Income Generation	Increase the income from the Council's Industrial Units when renewing contracts and lease agreements.	Not required	35	Nil	Implement new tenancy agreement each time there is a change of tenancy	April 18	Insufficient turnover of tenancies to allow the increased rents to be applied	35	No change
Highways, Waste & Property	Service Transformation	Employ an in-house plumber to undertake routine maintenance work instead of using sub-contractors.	Not required	20	Nil	Require to advertise and appoint	April 18	The proposed transfer of the R&M budget to schools will impact on the work available to be undertaken by the plumber and other in-house maintenance staff and will reduce the savings achievable under this proposal	20	No change
Highways, Waste & Property	Unrequired / Vacant Posts	Reduce staffing within the Property Service.	Not required	35	Nil	None - Post is vacant	April 18	None	35	No change
Highways, Waste & Property	Cessation / Transfer of Services	Transfer public conveniences to other organisations.	Not required	30	None but the Council will continue to pay the business rates for the properties that transfer	Finalise the agreements with the Community Councils that have come forward	April 18	Insufficient interest to take over the public conveniences	30	No change
TOTAL FOR HIGHWAYS, WASTE & PROPERTY 2018/19				370					366	

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Adult Services	Service Transformation	Following the opening of the Hafan Cefni Extra Care scheme, close Plas Penlan. Savings generated from both the closure of the home and the fact that residents who would previously been placed in a residential / nursing home are placed at Hafan Cefni where the care cost per head is lower	EIA 2	190	VR costs for staff who are not offered new posts who currently work at Plas Penlan - costs need to be identified	Dependant on opening of Hafan Cefni. Some residents will transfer into Hafan Cefni but some will transfer to other homes. Need to identify and place new clients into Hafan Cefni	June 18 (commence date)	Insufficient clients identified for Hafan Cefni - although the risk is deemed to be low	190	No change
Adult Services	Service Transformation	Increase Direct Payments by 10 clients	Not required	30	Nil	Identify clients who are willing and able to take up direct payments	April 18	Insufficient client numbers or the savings per care package are insufficient to meet the target	30	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Adult Services	Service Transformation	Change the service provision with the aim of allowing more clients to be supported in their own homes or in extra care provision rather than being placed into residential care	EIA 3	92	Nil	None - part of normal client assessment process	April 18	The capital of self funding clients who decided to go into residential care falls below the threshold and they now are part funded by the Council. Had they been Council clients initially they may not have been placed in a home. Once they are resident it is not possible for them to return home	92	No change
Adult Services	Service Transformation	Manage the demand for homecare service by promoting greater community and personal support networks to enable people to remain independent. Aim of reducing the overall care hours by 1%	EIA 4	38	Nil	None - part of the normal client assessment process	April 18	Resistance from families to provide care for people who no longer reach the care threshold	38	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Adult Services	Service Transformation	Move to close 4 kitchens and cater from 2 homes and then one in the long term.	EIA 5	100	May require capital investment in the retained kitchens. Redundancy costs of the staff in the kitchens that close	Consultant reviewing the proposal	April 18	Issues may be identified by the Consultant which makes the implementation unfeasible	100	No change
TOTAL FOR ADULT SERVICES				450					450	
Learning	Income Generation	Increase the Oriol Ynys Môn income through a greater emphasis on marketing	Not required	15	Need to develop the website. Funding has been identified	Complete the work on the website which is planned to be completed by March 2018	April 18	The changes do not generate the necessary income	15	No change
Learning	Service Transformation	Reduce the management costs for the music tuition service by reviewing the commissioning arrangements in cooperation with current tutors whilst maintaining the current service to children	EIA 6	86	The proposal will not incur any implementation costs	Reach agreement with Cwmni William Mathias, which may prove difficult.	April 18	Strong political resistance (outside the Council) to the change. Gwynedd Council have already confirmed that they do not intend to change their contribution towards the management costs. The company have asked to defer any reduction until 19/20	79	Review of the budget shows that £60k is funded centrally and £19k by Schools

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Learning	Unrequired / Vacant Posts	Reduce central staffing costs in Learning department	Not required	30	None	Restructuring is already taking place and will be complete before April	April 18	None	30	No change
Learning	Service Transformation	Transform the Library Service	Not required	50	Redundancy costs for staff. Needs to be costed	None - Executive have approved the change	June 18	None	48	Final agreed annual saving was £57k but as it is not implemented until June the savings in 18/19 are reduced
Learning	Reduction in Grants	Further reductions in the level of culture grants to organisations such as Ucheldre, community newspapers and Cwmni Frân Wen	EIA 7	20	Nil	Inform each organisation of the revised level of grant for 18/19	April 18	Although the proposed saving is small, its impact on each organisation is significant. Both Ucheldre and Cwmni Frân Wen need a level of core funding to enable them to draw down other funding. Reducing the grant may put this additional funding at risk.	20	No change
Learning	Procurement Savings	Retender the schools' grass cutting contracts into smaller lots in order to obtain lower prices by April 2018	Not required	50	Some minor costs incurred in running the new tendering process. These will be funded from current budgets	Complete the tendering work for the new contracts to be in place by Summer 18	April 18	Tender prices do not reduce sufficiently to generate the expected savings	50	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Learning	Income Generation	Increase the fee for bus passes under the Vacant Seat Scheme by 10% (£12) for bus journeys within 3 miles of secondary schools and 2 miles of primary schools	EIA 8	10	Nil	Update the fees and charges. Need to offer more methods of payment (on-line, direct debit) - this is planned for September 18	September 18	Resistance from parents. Parents make alternative arrangements to take their children to school which results in a drop in the overall income level	10	No change
Learning	Income Generation	Increase the fee for the Morning Care Club from £0.75 to £1.00	EIA 9	15	Nil	Delegate the expenditure and income budgets related to Care Clubs and Breakfast Clubs to schools. Need to agree distribution formula with schools via the School's Forum	April 18	None anticipated	15	No change
Learning	Staff Restructure	Incorporate two separate roles within the Learning Service into one post	Not required	25	Nil	Part of the process relating to Libraries	June 18	None	21	Will not be implemented until June 18

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Learning	School Budgets	Maintain the school budget at the 2017/18 level by requiring schools to fund the cost of pay awards and inflation from existing budgets	EIA 10	563	Nil	Determine how to allocate the cut across each sector and inform schools of their revised funding	April 18	Individual schools may not be able to balance their budget without reducing teaching staff. £490k of savings postponed from 17/18 will be implemented which increases the loss of funding to schools. Also there is an expected reduction in the Education Improvement Grant	563	No change
Learning	School Budgets	Reduce the ALN budget delegated to schools through the formula	EIA 10	100	Nil	Allocate the school funding through the formula and inform the schools of their revised funding	April 18	This is an additional reduction in school funding. Individual schools may face difficulties setting a balanced budget	100	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Learning	Procurement Savings	Delegate more of the repairs and maintenance budget to schools	Not required	100	Nil	Agreement required between Learning and Property on how best to achieve the saving. i.e. continue to delegate the funding and expect schools to reduce their costs or that Property continue to hold the budget but generate the savings through better procurement	April 18	Costs do not reduce as expected when schools are responsible for procuring the work	100	No change
TOTAL FOR LEARNING				1,064					1,051	
Regulation and Economic	Service Transformation	Outsource the café at Holyhead Leisure Centre	Not required	5	Nil	Outsourcing opportunity to be advertised for 4-6 weeks (with support from Procurement Team) Informal expression of interest already received Consultation with staff already undertaken	Formal process scheduled to commence in February 2018. If a suitable submission is received, the café could be transferred during Q1 2018/19	No interest in café. Centre will then only provide refreshments via vending machines. New company unwilling for staff to be transferred under TUPE	5	No change

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Regulation and Economic	Staff Restructure	Improve the management and effectiveness of the Beach Wardens and Slipway Attendants	Not required	20	Nil	Savings already identified as part of a 3 year analysis of Maritime's zero base budget. 2018 Deployment Plan (identifying priority slipways and staffing requirements) being prepared	April 18	Seasonal posts - no risk to current staff. Increased risk of incidents/ accidents at sites managed by the IoACC. A reduction in the level of income generated from boat launching.	20	
Regulation and Economic	Income Generation	Increase income budgets for Public Protection as a result of changes to legislation	Not required	8	Nil	Reduction in expenditure codes identified by Chief Public Protection Officer and Accountant	April 18	Failure to achieve income target	30	Staff restructuring proposals amended with reduced target. Income target increased by £10k and £12k saving in expenditure budgets
Regulation and Economic	Staff Restructure	Rationalise capacity within Planning, JPPU, Public Protection and Economic Development	Not required	92	Redundancy costs - to be confirmed	Posts at risk identified and consultation to be undertaken with relevant staff	April 18	None	70	One planned VR not supported
TOTAL FOR REGULATION AND ECONOMIC				125					125	

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Housing	Income Generation	Review the staffing costs paid by the HRA	Not required	10	Nil	Review the costs and allocation of staff time to the HRA	April 18	Increase in recharge cannot be justified	10	No change
Housing	Income Generation	Increase the fee for EPC work	Not required	4	Nil	Determine the cost of undertaking an individual EPC	April 18	Cost of undertaking the work not as high as anticipated, numbers of EPCs issued not high enough to reach the budget target	4	No change
Housing	Income Generation	Increase the fee charged to Housing Associations for administering nominations	Not required	4	Nil	Determine the costs which the Housing Associations have agreed to fund	April 18	Resistance from the Housing Associations	4	No change
Housing	Income Generation	Charge a management fee on any grants received by the Service for any statutory activities.	Not required	5	Nil	Need to ensure that the grant conditions allow for management fees to be charged	April 18	Not possible to charge the fees to grants	5	No change
TOTAL FOR HOUSING				23					23	
Resources	Unrequired / Vacant Posts	Delete the Counter Fraud Officer Post	Not required	24	Redundancy cost already paid in 17/18	None - just need to amend the budget	April 18	None	24	No change
TOTAL FOR RESOURCES				24					24	

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Transformation	Cessation / Transfer of Services	To stop having a presence at the Anglesey Show	Not required	6	Nil	The Council has agreed to let a piece of land at Mona in lieu of rent of the pitch at the show. This suggests that the presence will continue although some of the saving will be achievable	April 18	Costs of maintaining a presence exceed the revised budget	2	Savings will be made on the rent paid but other costs will still be incurred
Transformation	Income Generation	Generate income by selling advertising space on the Council's website to local and regional businesses	Not required	6	Nil	Some work required to update website, this will be included as part of the CMS project	April 18	Advertisers not found	6	None
Transformation	Unrequired / Vacant Posts	Delete Vacant Post	Not required	21	Nil	Post already vacant - just need to amend the staffing budget	April 18	None	21	None
Transformation	General Efficiency Savings	Reduce IT Consultancy Costs	Not required	5	Nil	Amend budget	April 18	IT still require consultancy	5	None
Transformation	General Efficiency Savings	Management Training	Not required	3	Nil	Amend budget	April 18	None	3	None
Transformation	General Efficiency Savings	Travelling Allowance HR	Not required	2	Nil	Amend budget	April 18	None	2	None
Transformation	General Efficiency Savings	External Consultancy Income	Not required	1	Nil	Amend budget	April 18	None	1	None
TOTAL FOR TRANSFORMATION				44					40	

Service	Savings Category	Proposal	Equality Impact Assessment	Amount	Cost of Implementation	Actions to Implement	Timetable	Risks	Corrected Savings Figure	Reason for the Change in the Saving
Corporate	Unrequired / Vacant Posts	Corporate Management Team – remove surplus budget	Not required	75	Nil	None - just need to amend the budget	April 18	None	45	Some funding kept as a contingency to fund any additional costs arising from a planned review of Heads of Service pay and grading
Corporate	General Efficiency Savings	Anglesey / Gwynedd Partnership – remove surplus budget	Not required	80	Nil	None - just need to amend the budget	April 18	None	60	None
Corporate	General Efficiency Savings	Risk Management – remove unused budget	Not required	41	Nil	None - just need to amend the budget	April 18	That risk management issues arise during the year which need to be funded	31	£10k maintained as a contingency
Corporate	General Efficiency Savings	Historic Pension Costs – Reduce budget	Not required	100	Nil	An assessment has been made of the likely reduction in historic pension costs as the pensioners pass away.	April 18	The reduction in pensioners is less than forecast	100	None
Corporate	Capital Financing	Review MRP Policy	Not required	1,000	Fee to Treasury Management consultant - funded in 17/18	Need to re-draft the TM policy and get the formal approval from the Council in February 18	April 18	Revised TM policy not approved	1,000	None
TOTAL FOR CORPORATE				1,296					1,236	
TOTAL PROPOSED SAVINGS				3,396					3,315	

Isle of Anglesey County Council – **Budget Proposals 2018/19 Impact Assessment Template**

Revision history:		
Version	Date	Summary of changes

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Cut an entire bus journey operating from Monday to Saturday (0713 journey from Amlwch to Llangefni – service 32). Not operate the following journeys on Saturdays: 1234 from Llannerch-y-medd to Bangor, 1418 from Bangor to Llannerch-y-medd, 1532 from Carmel to Bangor and 1640 from Bangor to Rhos-y-bol (service 63).
2 - Who is the lead Officer responsible for the proposal?	Iwan Cadwaladr
3 – Is this a new proposal or one that’s been previously considered?	New proposal.
4 – Which group of stakeholders will be effected by this proposal?	Bus passengers will be effected by this proposal.
5 – How will this group of stakeholders be effected?	The above journeys will not be available to passengers.

Step 1: The Proposal and Associated Risks

6 – Are you aware of any other proposal which could affect this group?	Not aware of any other proposal.
7 – Are there any risks associated with this proposal?	The regular passengers on the journeys in question will no longer be able to use them.
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	Not aware.
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	Do not anticipate that a further consultation exercise will be required.

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>By cutting the journeys in question it would result in the regular passengers being affected. Due to a reduction in the number of vehicles operating contract 53D (operating Bangor – Beaumaris – Bangor) and due to this a substantial reduction in price there is no need to proceed with the decision to cut the 5 journeys in question.</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>No need to cut the 5 journeys in question. The changes to the journeys operating under contract 53D (operating Bangor – Beaumaris – Bamgor) have taken place since Monday 9th October 2017.</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No need to proceed with the decision to cut the 5 journeys in question due to the changes to the journeys operating under contract 53D (operating Bangor – Beaumaris – Bangor).</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	29.01.18	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Extra Care Housing Development in Llangefni – Hafan Cefni which changes the current existing provision and increases the opportunities for people to have care in their own housing or extra care housing
2 - Who is the lead Officer responsible for the proposal?	Alwyn Rhys Jones
3 – Is this a new proposal or one that’s been previously considered?	New
4 – Which group of stakeholders will be effected by this proposal?	<p>Internal Stakeholders Staff IOACC (such as Social workers, Housing Officers, Occupational Therapists etc) Staff of Pennaf Group Plas Penlan Staff Local Elected Members</p> <p>External Stakeholders: Plas Penlan residents and families / carers</p>

Step 1: The Proposal and Associated Risks	
	<p>Service Users from the local area Families / Carers of Service Users Service Providers and Care workers who will manage the dom care support services Health Professional (GP's, Nurses, Physiotherapists, Ot's etc)</p>
5 – How will this group of stakeholders be effected?	<p>This group of people will be affected by the change as there will be an opportunity for some to move directly to Hafan Cefni / others will be affected by changing local provision locally / families will have to deal with the change and staff and service providers will have to cope with new arrangements</p>
6 – Are you aware of any other proposal which could affect this group?	<p>No</p>
7 – Are there any risks associated with this proposal?	<p>Risk of people reluctant to change their current lifestyle with increased anxiety levels when changing Risk that the replacement model of the new provision (Hafan Cefni) has an impact on the savings if not appropriately filled</p>
<p>8 – Would there be any associated risks if a decision was taken to agree to the proposal</p> <p>e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause</p>	<p>Risk of increasing demand on support services (health a.s.o) – i.e. greater demand in the community as more people can live independently</p>

Step 1: The Proposal and Associated Risks	
greater number of insurance claims.	
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	No, comprehensive consultation has already taken place and promotional events of the new provision at work have been taking place regularly.

Step 2: Assessment Result	
10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)	<p>The main effect of the change is that individuals can continue to live independently in a coherent way without the public sector's intervention.</p> <p>In terms of the risks we will -</p> <ul style="list-style-type: none"> • continue regular discussions with Pennaf regarding the expectations of completing the new provision • Continue to handle and discuss issues relating to change in provision with the relevant individuals and their families • Inform the local Elected Member of the change and what is being done to manage the requirement • Work more closely with the Health Board and communities to enable individuals to receive the necessary community support e.g. community hubs etc

<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>This change matches the expectations of the new wellbeing acts</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	30.01.18	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Change the service provision with the aim of ensuring that more clients can stay in their own homes or our placed in extra care homes rather than being placed in residential homes
2 - Who is the lead Officer responsible for the proposal?	Alwyn Rhys Jones
3 – Is this a new proposal or one that’s been previously considered?	The proposal is a new proposal for Isle of Anglesey County Council but the service delivery model proposed is consistent with the implementation of the Socail Services and Wellbeing Act
4 – Which group of stakeholders will be effected by this proposal?	Older People Individuals with disabilities
5 – How will this group of stakeholders be effected?	In the majority of cases we will be delivering the change when dealing with new cases that come to our attention. As a result the majority of individuals will not see a definite change but the individual’s experience when coming into contact with the service will change

Step 1: The Proposal and Associated Risks	
	The results for individuals will be that it is more likely to offer reablement service or support and support and signposting to community resources, a placement in an extra care home and not long term placement in a residential home
6 – Are you aware of any other proposal which could affect this group?	Attempting to reduce the number of people in residential care and supporting them to live independently in the community or in extra care homes
7 – Are there any risks associated with this proposal?	<p>A risk of an increase in the number of older people will reduce the effect of this change in approach</p> <p>There is a risk that communities and families cannot offer the level of support required to make this succeed</p>
<p>8 – Would there be any associated risks if a decision was taken to agree to the proposal</p> <p>e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.</p>	A risk of an increase in the demand for support services i.e. more demand for services in the community as more people can live independently

Step 1: The Proposal and Associated Risks

<p>9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision</p>	<p>No but there will be a need to ensure that our assessment processes meet the statutory requirements</p>
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Step 2: Assessment Result

<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>Change in the service offered to the public</p> <p>By ensuring a consistent and fair response we will mitigate the associated risks</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>This change is in line with the requirements of the new wellbeing act</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p>	<p>No</p>

(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	30.01.18	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	<p>Manage the demand for homecare by encouraging community participation and network of individuals to support clients to remain independent</p> <p>Our homecare service currently offered is a significant part of the current service provision offered by social services. Gradually over time we are trying to change the service offered to give a stronger focus on “what is important to the individual” which is considered in their personal assessment. It is recognising this change which this proposal does</p>
2 - Who is the lead Officer responsible for the proposal?	Alwyn Rhys Jones
3 – Is this a new proposal or one that’s been previously considered?	The proposal is a new proposal for Isle of Anglesey County Council but the service delivery model proposed is consistent with the implementation of the Socail Services and Wellbeing Act
4 – Which group of stakeholders will be effected by this proposal?	Older People Individuals with disabilities

Step 1: The Proposal and Associated Risks	
5 – How will this group of stakeholders be effected?	<p>In the majority of cases we will be delivering the change when dealing with new cases that come to our attention. As a result the majority of individuals will not see a definite change but the individual’s experience when coming into contact with the service will change</p> <p>The results for individuals will be that it is more likely to offer reablement service or support and support and signposting to community resources and not long term service provision</p>
6 – Are you aware of any other proposal which could affect this group?	<p>Attempting to reduce the number of people in residential care and supporting them to live independently in the community or in extra care homes</p>
7 – Are there any risks associated with this proposal?	<p>A risk of an increase in the number of older people will reduce the effect of this change in approach</p> <p>There is a risk that communities and families cannot offer the level of support required to make this succeed</p>
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	<p>No – none more than those already identified</p>

Step 1: The Proposal and Associated Risks

9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	No but there will be a need to ensure that our assessment processes meet the statutory requirements
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Step 2: Assessment Result

10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)	Change in the service offered to the public By ensuring a consistent and fair response we will mitigate the associated risks
11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?	No
12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?	No

(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	29.01.18	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Reduce the number of kitchens that prepare meals for the residents of the County Council's internal care homes to 2 or 3
2 - Who is the lead Officer responsible for the proposal?	Alwyn Rhys Jones
3 – Is this a new proposal or one that's been previously considered?	The changes were considered last year. This is a more definite proposal and reduces the number of kitchens to 2 or 3
4 – Which group of stakeholders will be effected by this proposal?	Older People Officers and staff of the Council
5 – How will this group of stakeholders be effected?	Older People – The meals that will be prepared to the homes will come from either 2 or 3 kitchens, with the meals being transported Staff – A reduction in the number of staff required to support catering

Step 1: The Proposal and Associated Risks	
6 – Are you aware of any other proposal which could affect this group?	Closing of Plas Penlan will affect the catering staff there
7 – Are there any risks associated with this proposal?	A risk of a deterioration in the quality of the meals being offered
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	There may be some impact on the food suppliers as there will be an opportunity to order food more effectively with less waste

Step 1: The Proposal and Associated Risks

<p>9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision</p>	<p>There will be a need to ensure that our assessment process meets the requirements for consulting with staff. In addition there will be a need to inform the residents affected.</p>
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Step 2: Assessment Result

<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>Change the catering offered in our homes To mitigate this it will be necessary that the new process continues to offer nourishing meals on time and to ensure a suitable service provision</p> <p>There will be a need to ensure a proper consultation process with the staff affected by the proposal.</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>Not anticipating these type of effects</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this</p>	<p>No</p>

<p>impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	
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Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	29.01.18	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	The Local Authority currently pay £60k per annum to the William Mathias Music Service to administer and offer a music service to Anglesey's schools. This is done in partnership with Cyngor Gwynedd who also contribute a sum towards the administration of the service on behalf of their schools. In addition, the schools pay a fee which is now slightly higher than the fees in other counties following their move to create a co-op of music tutors instead of commissioning William Mathias Music service. The proposal is to create a co-op for Anglesey in place of the traditional arrangement. This will also lead to savings for schools of approximately £19k
2 - Who is the lead Officer responsible for the proposal?	Delyth Wyn Molyneux
3 – Is this a new proposal or one that's been previously considered?	This is a new proposal for the Isle of Anglesey County Council but the delivery model proposed has been introduced in another county and savings were achieved as a result
4 – Which group of stakeholders will be effected by this proposal?	Cyngor Gwynedd (who ar part of the current agreement) William Mathias Music Service and the staff Partners who will establish a administer the co-op scheme Anglesey schools who receive the service

Step 1: The Proposal and Associated Risks

5 – How will this group of stakeholders be effected?	<p>The evidence from the County that is already using this proposed delivery model have noted that it has not had an adverse effect on the performance of the service. In addition the evidence presented by them shows that the change has resulted in improvements to the current arrangements. It has also been recognised that it provides an opportunity to make savings in administration for the local authority and allows expenditure to be prioritised within the department on statutory aspects.</p> <p>A change is our agreement with Cyngor Gwynedd</p> <p>Schools paying less in fees for the service</p> <p>It will have a significant impact on staff but there will be discussions / an offer to move to be part of the co-op rather than be employed by William Mathias</p> <p>The proposed arrangement ensures one access to the music service that is present in schools.</p>
6 – Are you aware of any other proposal which could affect this group?	No.
7 – Are there any risks associated with this proposal?	The risk of a lack of public support

Step 1: The Proposal and Associated Risks	
<p>8 – Would there be any associated risks if a decision was taken to agree to the proposal</p> <p>e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.</p>	No more than has been identified already
<p>9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision</p>	No but it will be necessary to consult with the stakeholders most affected by the decision.

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	To give notice to the partners that the cut is possible.
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	No

<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	23/10/17	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Reduce the sum that is distributed to organisations as small grants
2 - Who is the lead Officer responsible for the proposal?	Delyth Wyn Molyneux
3 – Is this a new proposal or one that’s been previously considered?	These grants have been reduced since 2015-2016, when the grant to the Ucheldre Centre and Cwmni Fran Wen was cut and small cuts to a number of organisations that receive small sums e.g. community papers, scouts, guides Eryri sports etc. The proposal is to make a further cut of £20,000, This will leave £40,000 as a remaining budget.
4 – Which group of stakeholders will be effected by this proposal?	Organisations that depend on this grant as a contribution towards their work e.g. Canolfan Ucheldre, Theatr Bara Caws, voluntary organisations and community papers.
5 – How will this group of stakeholders be effected?	A reduction in the grant from the Local Authority to the organisations activities. A reduction in the core funding received from the Local Authority can impact on Theatr Bara Caws and Canolfan Ucheldre’s ability to offer “match” funding when making grant applications for external grants

Step 1: The Proposal and Associated Risks	
6 – Are you aware of any other proposal which could affect this group?	No
7 – Are there any risks associated with this proposal?	The organisations will be facing a financial challenge to fill the funding gap which will arise as a result of the cut to the small grants
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	No more than those already identified
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	No but it will be necessary to consult further with the organisations most affected by the decision, to enable them sufficient time to consider the impact and to identify other funding sources, if possible.

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>Giving the organisations as much advanced warning of the cut as possible</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>No it is not possible to avoid the impact</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	23/10/17	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Raise the fee for vacant seats on school buses by 10% in accordance with the agreement by the Executive when the policy was adopted in 2014
2 - Who is the lead Officer responsible for the proposal?	Delyth Wyn Molyneux
3 – Is this a new proposal or one that’s been previously considered?	No the fee has been raised by approximately 10% each year
4 – Which group of stakeholders will be effected by this proposal?	Some parents will refuse to pay the increased fee for the bus pass
5 – How will this group of stakeholders be effected?	Raising the fee from £108 to £118 for the year

Step 1: The Proposal and Associated Risks

6 – Are you aware of any other proposal which could affect this group?	No
7 – Are there any risks associated with this proposal?	Some may choose not to use the service as a result of the increase but the service will continue to be offered
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	No more than those already identified
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	No

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>Give advanced warning of the intention to raise the fees</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>No it is not possible to avoid the impact</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	23/10/17	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Raise the fee for the morning care club, before the Breakfast Club which will continue to be free. The current fee is 75p per day for 25 minutes of care. The proposal is to raise the fee to £1 per day in order that the fee contributes a higher proportion of the actual staffing costs for this period of the day.
2 - Who is the lead Officer responsible for the proposal?	Delyth Wyn Molyneux
3 – Is this a new proposal or one that’s been previously considered?	This is a new proposal. This is the second year of charging this fee and it is timely to review the fee in order that it represents the true staffing costs, as the fee does not cover the costs at present
4 – Which group of stakeholders will be effected by this proposal?	The parents that choose to bring their children to school by 8 am to receive care will be affected by this increase. As the care of children is at least £5 per hour (with the majority being between £7 and £10), £1 is significantly lower.
5 – How will this group of stakeholders be effected?	The majority of parents who choose to drop off their children by 8 are in work and the cost will increase for this group

Step 1: The Proposal and Associated Risks

6 – Are you aware of any other proposal which could affect this group?	No
7 – Are there any risks associated with this proposal?	Some may choose not to use the service but this is unlikely as the fee is still cheaper than nurseries offer for the service
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	No more than those already identified
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	No

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>Give advanced warning of the intention to raise the fees</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>No it is not possible to avoid the impact</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

Isle of Anglesey County Council – Budget Proposals 2018/19 Impact Assessment Template

Revision history:		
Version	Date	Summary of changes
1	23/10/17	Original

Step 1: The Proposal and Associated Risks	
1 - What is the budget proposal you are assessing?	Top keep the school's budget at the 17/18 level with the schools absorbing the cost of pay and price inflation from this budget
2 - Who is the lead Officer responsible for the proposal?	Delyth Wyn Molyneux
3 – Is this a new proposal or one that's been previously considered?	New proposal
4 – Which group of stakeholders will be effected by this proposal?	This will impact on the level of staffing within schools and will lead to staffing reductions
5 – How will this group of stakeholders be effected?	A reduction of £563,000 is equivalent to a reduction of 6 teaching posts across the 2 sectors

Step 1: The Proposal and Associated Risks	
6 – Are you aware of any other proposal which could affect this group?	Budget reductions in Repairs and maintenance budgets (£100,000) and grounds maintenance budgets (£50,000) have also been proposed
7 – Are there any risks associated with this proposal?	This could lead to an increase in class sizes across the primary, secondary and special sectors (if the budget cut is allocated equally across each sector).
8 – Would there be any associated risks if a decision was taken to agree to the proposal e.g. decreasing investment in road maintenance might cause greater number of potholes which may cause greater number of insurance claims.	No more than those already identified
9. Do you anticipate a further consultation exercise will need to be undertaken (i.e. in addition to the corporate one) before implementing the decision	Each school and Governing Body affected will have to consider implementing the process to reduce staff numbers

Step 2: Assessment Result	
<p>10 – Can you note the main effects and how you would mitigate against the negative effects (i.e. summary of table above)</p>	<p>School class sizes will increase in some schools as a result of the reduction in the delegated schools budget or the range of subject choice options will reduce in KS4 and/or post 16</p>
<p>11 – Is there a strategy in place to deal with those effects which aren't unlawful but cannot be mitigated or avoided?</p>	<p>No, it is not possible to avoid the budget cut but some Headteachers can choose to reduce other budget headings and protect the staffing levels, although this will not be possible in a number of cases</p>
<p>12 – Is there a need to re-consider this proposal as a result of undertaking this impact assessment?</p> <p>(this assessment could provide evidence that the proposal is illegal. If you have identified such impact then consideration should be taken as to whether to continue with the proposal at this time)</p>	<p>No – if the Education Service are going to deliver the necessary level of savings</p>

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. 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

APPENDIX 2

Response to the Executive Committee's Initial Budget Proposals – 2018/19

ISLE OF ANGLESEY COUNTY COUNCIL

January 2018

Analyst – Alwyn Williams, Performance Analyst

Author – Gethin Morgan, Business Planning, Programme and Transformation Manager

Head of Service – Scott Rowley, Head of Corporate Transformation

1. Introduction

- 1.1. The Council recently undertook a consultation exercise on the initial budget proposals by the Executive Committee between 7 November and 29 December, 2017. The 7 week consultation period focused on approximately 40 proposals.
- 1.2. These proposals were the result of the annual budgetary process. They were presented by the services during the autumn where they were also challenged and agreed upon for the purposes of consultation by the Elected Members of every political group in the Council.
- 1.3. The proposals were split into the following themes as outlined below, namely:
 - Cessation or transfer services
 - Transform a Service or alternative provision
 - General Efficiency Savings
 - Charging more for some of the services we provide
 - Reduce and rationalise staff numbers
 - A reduction in school costs
 - What is your view on the proposed 4% increase in Council tax and are you willing to pay an additional 1% to be used to protect social services
- 1.4. Consideration was given to a broad range of savings where the internal challenge and consensus had led to proposals that varied from matters such as closing Plas Penlan residential home after opening Hafan Cefni, cuts to the culture grants, increasing school bus fees and increasing some parking fees across the Island.
- 1.5. These proposals were publicised in various ways;
 - 1.5.1. A briefing session for the local press
 - 1.5.2. Statements and articles in the press
 - 1.5.3. The proposals were published on the Council's website (homepage)

1.5.4. Extensive use of social media – Twitter, Facebook to promote the proposals to a broader range of residents

1.5.5. Relevant e-mails drawing attention to, and inviting residents to attend discussions on the proposals

1.5.6. An interview by the Leader on MônFM promoting the consultation and its contents

Each of the channels above were aimed at publicising and creating enthusiasm amongst citizens and staff to engage and respond to the initial proposals.

1.6. Citizens, partners and staff were asked to respond to the consultation through different means, including:

- An on-line survey on our website
- E-mail or
- Writing to us in the traditional way by posting a letter

1.7. As well as the above, the Council held:

- Focus group session for young people under 25 years old in the Council Chamber and further ones in David Hughes, Amlwch, Bodedern, and Holyhead secondary schools
- A session in the Council for a number of partners such as the Police, the Fire Service, Health, Town and Community Councils, 3rd Sector organisations and other agencies.
- A session with the Head teachers and Senior Managers of schools on the Island on 26th October 2017, and subsequently on 17th January, 2018
- A Town and Community Councils Forum on 21st November, 2017

The consultation this year followed the same pattern as similar consultation events that have been held in recent years, but greater emphasis was placed this year on promoting an electronic response through our extensive use of social media.

Also, and contrary to last year, for the first time this year we sought our residents' views on where we could increase our income or make further savings over the years to come. The purpose of this was to spark a discussion with our residents and communities on the issues under consideration.

We have received a wide range of ideas in response to this question and most are included as Appendix A to this report.

It is recommended that these ideas are considered further by the Scrutiny Finance Panel as a supplementary part of the current process to see whether they can be accepted as genuine ideas for the years ahead.

2. Findings

- 2.1. The response to the initial budget proposals for 18/19 over a period of 7 weeks was fairly positive. Around 700 responses have been received again this year through the various channels outlined above, with respondents using all methods available to them to engage.
- 2.2. The most successful method of collecting responses again this year was the online survey – around 47% responded through this channel. This is lower than the corresponding percentage last year, but this year saw an increase in the numbers responding via letter and e-mail. These responses related to two particular matters.
- 2.3. Responses were received from bodies such as town councils, school governing bodies, older people and disabled people, young people, teachers, and other residents that could not be included in any particular group.
- 2.4. Like last year, we have been able to capture the ‘reach’ and engagement we made as a Council through social media. By promoting the consultation through these media we reached approximately 57,000+ people. (6,000+ through Welsh-medium posts and 51,000+ people through our English posts).
- 2.5. We posted the consultation on social media several times over the relevant period (7 weeks).
- 2.6. The fact that we managed to reach so many does not confirm that they visited the consultation page itself on the web, but the figures undoubtedly show that these numbers were aware of the consultation that was underway.
- 2.7. Indeed, from the analytical information we have, we can see that the reach of the marketing drive on social media this year has meant a strong engagement with around 1,600 individuals who visited the consultation on our website.
- 2.8. This figure is reiterated by the numbers who visited our corporate website during the 7 week period, and the geographical origin of those individuals who visited the survey from countries such as –
 - 2.8.1. USA
 - 2.8.2. Spain
 - 2.8.3. UAE
 - 2.8.4. Turkey
 - 2.8.5. South Africa.
- 2.9. Nonetheless, the majority of visits to our website were by UK citizens (over 1,500).
- 2.10. Notable this year is the fact that we reached households in the following towns and villages as part of the consultation – Holyhead, Llangefni, Amlwch, Menai Bridge, Newborough, Valley, Gaerwen, Beaumaris, Benllech, Llandegfan, Bodedern, Pentraeth,

- Devolve more of the maintenance budgets to the schools allowing them to manage repair work - £100,000

The total of the 2 recommendations above was - £663,000.

3.3.1. From the responses received it appears that there were two general mind-sets. One mind-set by those who are involved with education regularly (namely teachers / parents and governors) and another by individuals who (seemingly) have no obvious connection with the world of education.

3.3.2. *With regard to the response from those involved with education, it became clear that the first recommendation (1) was completely unacceptable. Points similar to the following were noted –*

- Education should be the number one concern for any authority and should be protected as a priority.
- Absolutely not. Do you not think schools have taken enough of a beating? Have you ever worked as a teacher?.....scrap this idea now, unethical and immoral
- This is simply a textbook 'pass the buck' move that will see schools enter a new period of severe crisis. I do not support it.
- The description of a saving for option 1 is misleading for lay people – it is essentially a cutwe are in a crisis. Facing additional costs is completely impossible. Standards and the nature of the support are already suffering.
- The Schools are stretched as it is.....schools should most definitely not be facing additional costs from their slim budgets.
- The first saving is utterly disgraceful! You may as well close all the schools on Anglesey, shameful!

3.3.3. *But with respect to the positive aspects of the proposals, we received responses similar to the following –*

-the schools reduction in cost should be much more radical and there should be a real emphasis on transforming schools across the island, which should extend to secondary schools.....
- Both are sensible
- Seems fair perhaps more PTA's could encourage parents to volunteer their time to help with school repairs (depending on their skills)
- Hardly anyone is getting pay awards these days so the school budget should be maintained at existing levels. The school service isn't improving therefore it's only natural that pay awards should be frozen.....

3.3.4. Therefore roughly, while some are against such a change / reduction, there are some who are also in favour. With regard to the response from young people, it was obvious that there was a feeling of frustration – many of the focus groups recognised that schools were not being treated fairly, that the existing budgets should not be cut, and an example was put forward by one group that they had had to paint the school on

weekends in the past. It was noted that investment was needed in technology in secondary schools, not cuts.

3.3.5. As you will realise, this is not a black and white matter and it appears from the replies that the response is fairly wide-ranging.

3.3.6. With regard to the second point and the recommendation to devolve more money to the schools – this was also an issue that drew frank responses and differing opinions. Please note at this point that this recommendation was made jointly between the Authority and the Schools Finance Panel which includes Head teachers.

3.3.7. We received responses such as these –

- If there is money in the budget for repairs etc then I agree with pt 2
- Agree with more devolutionto the schools since we can obtain fairer prices that are not inflated because the companies know that it is the Council paying
- This may have merit, but only where schools are genuinely free to choose the contractors / materials that meet best-value criteria.....
- This sounds good but would be totally ineffective as the schools do not have the in-house skills to do this task properly.
- Could would – with parents from schools communities fundraising for repairs.
- Devolution would be abdication of responsibility.....as a Head teacher I work over 60 hours.....will there be more funding for us to employ business managers??
- Use Education and school reserves for maintenance, surely that's what it's there for?
- If you are of the view that £100,000 can be saved by devolving the maintenance funding to schools in one year, there has been gross maladministration for years.....

3.3.8. In addition to what has already been noted, we note as well that the Authority has received a letter from the Anglesey region of the National Education Union. The response states and reminds us of our responsibilities to implement a salary increase for teachers and it draws attention to the fact / tension that some schools will be in a stronger position than others to do this as part of the discussions. They draw attention to wider points in the budget papers which recognise those responsibilities and they also highlight the point that if investment can be provided to those schools that might be in financial difficulties to be able to deal with the matter, then they may feel that they could support the saving.

3.3.9. Therefore, to close on the proposal on schools' costs, it seems that there is an obvious split with some in favour and some against. The discussion above demonstrates some of those tensions.

3.4. **Reduce Staff numbers** – 6 proposals were being recommended and they varied from

- combining posts in the different departments to create one post,
- reducing the number of posts in the Property department, to
- eliminating posts completely in the Resources and Transformation services

3.4.1. This reduction gave a total of £347,000

3.4.2. The responses to this theme were more positive than the rest, with perhaps greater emphasis being placed on agreement with the cuts rather than disagreement, although some questioned the impact of such changes.

3.4.3. Responses such as the following were received –

- Very surprised that there are not substantially more opps for staff reductions
- If the Council is to be run as a business, all the above must be implemented
- This makes economic sense as if posts are not filled they why do we need the specific role
- Certainly manager posts should be amalgamated and salaries capped.

3.4.4. Despite this positive response, there was a feeling that there is a need to monitor the pressure on staff who had to take on the additional burden / questioned whether such a reduction was short-sighted' especially in Highways / Planning bearing in mind the additional pressures that will come our way with the Wylfa developments etc., and questioned whether specific financial targets could be given to some to enable an increase in income and the continuation of specific posts.

3.5. The next theme is charging more for some of the services we provide – 9
recommendations were proposed and they varied from –

- Increasing income for Oriel Môn by focusing more on marketing it
- Increase bus fees by 10% (£12) for bus passes and the empty seats scheme
- Increase some parking fees across the Island
- Increase the price of the morning childcare club from 75p to £1

3.5.1. This theme gave a total of £142,000 and the response was more balanced than what had been anticipated originally, although many conveyed frustration. We received responses that were similar to the following –

- Value for money should be considered if intending to increase fees
- Proposals seem fair and wouldn't overtly affect my family
- These proposals seem very unfair to the poor
- I believe that the cost of secondary transport is already expensive. Young people who go to their catchment school and live within 3 miles of their school should not be penalised.

3.5.2. Despite this, some noted that the increase in bus fees was not fair and this feeling was acknowledged in the various meetings that were held as part of the process this year. This increase did not come across as sparking strong feelings in those forums but it was acknowledged that families would fight back against such an increase should it be

realised, and that this should be expected if the Executive Committee / Council agreed to the proposal.

3.5.3. This view was reflected by the young people as well, and this group noted that the service is not currently 'up to scratch' – they felt that the buses were old, were often running late, and neither the school nor the drivers had an understanding of how this affected them if they were late. However, a small group of these young people saw that there may be advantages to using direct debit to pay the cost so that the cost was spread out over the year rather than having to make one large payment. The general feeling at present was that the process is not being managed or monitored effectively enough.

3.5.4. In addition to this, there was some dissatisfaction with the idea of increasing parking fees across the Island as people felt that this would kill our towns and would make it difficult for many to be able to visit the towns regularly. There was a minority view as well which acknowledged that parking prices on Anglesey did not correspond to those in other tourism areas around the United Kingdom and that the prices should be increased to correspond with those prices.

3.6. **General Efficiency Savings** is the next theme which includes 5 proposals with a value of £1,135,000.

3.6.1. This theme drew a different response to the previous ones where the responses were quite balance and two-sided.

3.6.2. Indeed, the response to this theme was quite firm against the proposal of further cuts to culture grants which would affect organisations such as Ucheldre, area newspapers and Cwmni'r Frân Wen.

3.6.3. There were many responses to this, almost a hundred (100) e-mails were received over the Christmas period rejecting this proposal, and several noted the importance of these grants to the culture of the area and our language and the need to not only protect them but also to take advantage of opportunities to increase them.

3.6.4. The youth groups acknowledged that such a cut would impact on the older generation.

3.6.5. Feelings have been so clear against this proposal that the Leader has replied on e-mail to most of the respondents to inform them of the next steps, and the fact that the Scrutiny Committee, as well as the Executive Committee, will be discussing the matter before a decision will be made by the full Council at the end of February.

3.6.6. There isn't a strong feeling for or against the remaining proposals but it was encouraging to hear from the partnerships focus group that there should be further opportunities to collaborate on associated matters which would consequently benefit the Council and other organisations.

3.7. **Service Transformation or change of provision** was a theme which attracted a number of responses objecting to one of the relevant proposals.

3.7.1. The proposals under this theme varied from employing an in-house plumber to reducing subcontractor costs, to reducing the budget for street lighting maintenance costs, to improving the management of and making more effective use of various functions together with collaboration with the current music providers so as to provide lessons in a way that would reduce the management costs.

3.7.2. The total proposed savings here was - £326,000.

3.7.3. The responses to most of the proposals in question here were also well-balanced with many supportive while others questioned them more. For example, partners acknowledged that it was a good idea to highlight the aim and the need to ensure that more clients are able to stay in their own homes, but in making these decisions it should be analysed what impact this aim would have on Health and the emergency services.

3.7.4. Most, if not all of the responses, agreed with the aspiration to reduce the street lighting costs, with many identifying further ideas in terms of how we could make further savings in this field.

3.7.5. The element of improving the management and making more efficient use of beach wardens was also acknowledged as an area where we could collaborate further with other organisations for everyone's benefit. Natural Resources Wales's willingness to partake in this discussion regarding partnership working was noted.

3.7.6. The one proposal that stood out from those proposed under this theme was the proposal with regard to changing the current music provision in order to reduce management costs. A large number of responses (around 100) were received objecting to this proposal, and the greatest concern in each of the responses was the uncertainty regarding the impact this change would have on the provision for the children of the island. Correspondence was received from parents, the Gwynedd and Anglesey Schools Music Service, and young people who had benefitted from the provision in the past.

3.7.7. It appears from this response that the Council has a lot of work to do if we are to continue with this change and convince the associated individuals and organisations of our aim to ensure that such a change will not lead to an adverse impact on the provision.

3.8. *Cessation or Transfer of Services* – this theme included 6 proposals that varied from closing Plas Penlan Home, to no longer attending the Anglesey County Show, to reducing public transport costs and transferring public toilets to others to run.

3.8.1. The total proposed savings here as they stand are - £276,000.

3.8.2. There was a fairly positive response to these savings and the responses agreed with most of them.

3.8.3. The one area where concerns were raised was the proposal for transferring public toilets to others – several noted that it is essential that these are kept open and that charging for their use could be one way of doing this. The general feeling noted (by everyone including young people) with regard to this proposal is how important these facilities are to us as a tourism destination.

3.8.4. The proposal with regard to ending the Council's attendance at the Anglesey Show drew a balanced response, with some noting that it is a good idea and should have been done a long time ago, whilst others noted that it is important that the Council has a strong presence in the Show every year.

3.9. Council Tax – a further 4% increase or an additional 1% for protecting social services

3.9.1. As part of the consultation this year, the residents were asked whether they would be happy or willing to see a 4% increase in their Council tax charges and if they were willing, would they be happy to see an additional increase of 1% for the purposes of protecting social services.

3.9.2. The response to this question was to be expected, with the majority (72%) against the 4% increase on the basis that living costs are already tough and that any increase in associated costs would make it very difficult for them in their day to day lives. The response also questioned the basis for the increase and what would they receive as a service that is different or new compared to the service they currently receive.

3.9.3. Whilst this response was expected, around 28% of the responses noted that they would be happy with the increase and would see it as beneficial if it meant that services were protected. The Llanfairpwll Community Council agreed with this stance.

4. Final Conclusion

4.1. To close therefore, it seems from the responses to the types of savings proposed in respect of the 2018/19 budget, that there is an obvious balance, with some respondents against and some in favour. The above demonstrates some of these tensions and identifies the three most controversial areas, which are:

- 4.1.1.1. *A Council tax increase*
- 4.1.1.2. *A change in the Music provision*
- 4.1.1.3. *A reduction in the cultural grants*

4.1.2. It is also noted here the feeling of frustration felt by the young students towards the proposal of maintaining school costs at the same rate as last year which will mean that schools will have to shoulder the increased costs of £563,000. This is noted in the conclusion on the basis that it is one of the largest saving proposals identified as part of the consultation.

4.1.3. Based on these conclusions, it is recommended that the Scrutiny Committee and Executive Committee consider the response as part of their discussions before

making final recommendations, and that the Corporate Scrutiny Committee's Finance Scrutiny Panel considers further the areas of savings that have been proposed by our citizens as the first part of the process for setting the 2019/20 budget.

Growing a stronger local democracy through effective Member scrutiny.

Evaluation Report- Involving the Citizen Panel and Llais Ni in Corporate Scrutiny of the Budget 2018-19



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1. The Context

Effective Member scrutiny is a national Welsh Government priority:

“Effective scrutiny is vital in ensuring high quality public services which meet the needs of the public and in ensuring public services make best use of their money”.

[Local Government Minister, Lesley Griffiths, November 2013]

In order to create an environment for our communities to become more active and involved in scrutiny processes Medrwn Môn has been working to support Anglesey Council in developing more creative and engaging ways to encourage local people to gain a better understanding and develop their skills around decision making processes.

The joint paper ‘*Growing a stronger local democracy through effective Member scrutiny*’ was endorsed by the Senior Leadership Team of Anglesey Council in November 2017 and provided the aims and necessary frameworks for greater involvement of our communities in Elected Member Scrutiny. The paper looked at previous work undertaken by Llais Ni on the Scrutiny of the Budget 2017-18 and its recommendations around:

1. Creating a clear and understandable distinction between individuals taking part in the process as a consultee, and their separate role in being involved in the scrutiny of that consultation
2. Early planning to ensure that communities are involved at the earliest possible time in that process and are able to fully understand their roles and responsibilities¹
3. Allowing the space and time for Elected Members and Council Officers to have more discussions face to face with their communities along the way ²
4. Capitalising on the enthusiasm generated by the initial sessions with Llais Ni in 2017 and further building of the confidence of Young People to engage in the full process

Using the above recommendations and the principles of the Wellbeing of Future Generations Act³, the Isle of Anglesey County Council has recognised the importance of involving local people in Scrutiny and began working the Citizen Panel and Llais Ni in October 2017.

The purpose and focus of the work was to ensure that Citizen Panel and Llais Ni members developed a better understanding of the role and purpose of scrutiny, its place within Anglesey Council Decision Making structures and how information is used and fed back to the wider community at the end of the process.

It is important to point to out that this piece of work was not intended to collate and report on the opinions of the Citizen Panel and Llais Ni about the proposals within the Budget, but rather to explore and clarify the role they could play in the Scrutiny Processes around that consultation, enabling them play a fuller part in the process and giving them the opportunity to look at the process from a more objective point of view. This compliments their individual roles with the Citizen Panel and Llais Ni as representatives of their communities- giving an unbiased view of the communities that they represent⁴

2. What do we want to achieve?

The outcomes of better engagement through scrutiny have been defined nationally⁵ as follows:

¹ As outlined in the Statement of Expectation of Joint Working between Isle of Anglesey County Council Scrutiny and the Citizens Panel & Youth Council [APPENDIX 1]

² Adding Value to Scrutiny: Process of Establishing the 2017/8 Budget- Evaluation of feedback from Llais Ni Members February 2017 [APPENDIX 2]

³ Wellbeing of Future Generations (Wales) Act 2015

⁴ An overview of the feedback of the Citizen Panel and Llais Ni on the Budget 2018-19 proposals will be presented to the Joint Engagement & Consultation Board on 07/02/2018.

⁵ Good Scrutiny? Good question! Auditor General for Wales Improvement Study: Scrutiny in Local Government (29 May, 2014)

1. Democratic accountability drives improvement in public services [***better outcomes***]
2. Democratic decision making is accountable, inclusive and robust [***better decisions***]
3. The public is engaged in democratic debate about the current and future delivery of public services [***better engagement***]

Where all three of these are in place, Scrutiny enables the “voice” of local people and communities across the Island to be heard as part of decision and policy-making processes.

For this piece of work with the Citizen Panel and Llais Ni we established that Medrwn Môn would support Anglesey Council to ensure that there was inclusive representation from diverse group⁶. We also established that we would use the tools developed within the Community Voice Project at Medrwn Môn to ensure that the information, meetings and feedback from this project would be provided in a format that was clear and understandable, and encouraged the members of the Citizen Panel and Youth Council to remain involved⁷.

Jointly, Anglesey Council and Medrwn Môn created a workplan and timetable of activities that would engage and involve the Citizen Panel and Youth Council in the scrutiny process, beginning in October 2017. The programme of activities would work towards achieving the three outcomes identified above, and would experiment with new models for ensuring that the voice of local people would be heard. The activities would also challenge our community’s perceptions of scrutiny and create a greater enthusiasm for sharing lessons learned and continued involvement long-term.

3. What did we do (The Process)?

In partnership with the Anglesey Council’s Public Relations Officer and Scrutiny Manager we arranged the following a full morning session in Anglesey Council where Citizen Panel and Llais Ni members would:

- meet the SLT,
- have an informal session with the Chair of Corporate Scrutiny Cllr Aled Morris Jones,
- attend part of the Scrutiny Meeting on the Budget 2018-19,
- have a tour of Council Departments with an opportunity for questions and answers in each department,
- have a question and answer session with the Council Leader Cllr Llinos Medi Huws.

In order to recruit members of the Citizen Panel and Llais Ni the Public Relations Officer created a poster style invitation and this was emailed to all members. An alternative poster was created for social media and was shared on facebook and twitter. [APPENDIX 3] Recruitment was an open process and engaged those who had a real interest in this type of project. Equal Opportunities information was gathered to measure whether the process had been inclusive. 12 people were recruited in total.

An Evaluation of the day showed that on the whole those who attended welcomed the invitation to become involved and were motivated to be included further in the process. ‘***The day was very informative and it’s about time the Council was more open and approachable. So this seems to be heading in the right direction***’ Citizen Panel member.

The recommendations within the Evaluation Report⁸ was then used to identify the next steps in the process. These can be seen below:

⁶ The Citizen Panel and Llais Ni has member representatives from a variety of communities of interest and ability and so represents a good cross section of the residents of Anglesey.

⁷ As prescribed by the National Principles for Public Engagement in Wales (Participation Cymru)

⁸ Overview of Scrutiny Session 31st October 2017 [APPENDIX 4]

	ACTION	BY WHEN?
1	A Session with Section 151 officer and Dr Gwynne Jones, Chief Executive to get a context and handle on how the budget works- i.e. ring-fenced funding, what can and cannot be moved between finance headings, can departments share budgets? etc	To be arranged for Feb 2018
2	Workshop on the role and purpose of scrutiny (based on the session with Llais Ni last year), identifying and understanding essential skills for scrutiny (https://medium.com/localgovernmentscrutiny/9-essential-skills-for-effective-scrutiny-a784d48fcd19), timeline and process etc	To be arranged for Feb 2018
3	Medrwn Môn and Community Voice partners to share the Budget Proposals with the Citizen Panel and Llais Ni and hold a session to capture informed questions around the budget proposals.	Dec 2017
4	A Hot Seat/Q&A Session with portfolio holders and/or Heads of Service with the questions from collated in the session outlined in 3 above.	Dec 2017
5	Provide the Citizen Panel and Youth Council with a simplified timeline of meetings, sessions	Dec 2017

Following the recommendations above, Anglesey Council and Medrwn Môn arranged a Question & Answer session for 11th December, 12-2pm in Anglesey Council. In order to prepare for this, Citizen Panel Members were encouraged to think about their first session in October and to think about any questions they would like to submit around decision making processes and what they had learned about scrutiny.

15 questions were received in total and were submitted to Anglesey Council prior to the session organised for the 11th December. However, despite much interest in October, and due to a number of circumstances only 1 member of the Citizen Panel and 1 member of Llais Ni were available to attend the session in person. Anglesey Council made the decision to postpone the Question and Answer session and agreed to have the questions answered and fed back to the members by email as an alternative.

As part of the wider Community Voice project the Citizen Panel Engagement Officer and Llais Ni Engagement Officer promoted the Budget Consultation and encouraged their members to take part where possible, but did not hold individual sessions with the individuals who were involved in the scrutiny process so as to keep a clear distinction between their roles as identified in Section 1 of this report⁹.

The Questions and Answers document has been shared with those who attended the October session, with an invite to attend the Corporate Scrutiny meeting to share their experiences on Monday February 5th.

4. What did we learn from the process?

It was agreed in the Joint Paper 'Growing a Stronger Local Democracy Through Effective Member Scrutiny' that we recognised that in order to capture the quality of progress towards better outcomes for scrutiny, we would need to shift our focus to evaluating the process and learning from the process. This will enable us to then identify areas for improvement and capture any areas of best practice that can be shared.

⁹ The views gathered about the Budget Consultation are included in a separate report for the Joint Engagement and Consultation Board- much of the information gathered relates to the effectiveness of the consultation and not to individual thoughts on the Budget proposals (i.e. format, timescales etc).

For this process in particular we have evaluated progress from the initial preparation of the documents inviting individuals to become involved in scrutiny to the feedback received from the Questions and Answers document. General lessons are listed below:

1. **General Opinion** – members from both the Citizen Panel and Youth Council have expressed that they have found the process valuable, in particular the session held with the Council Leader in October. They made particular reference to the fact that this part of the session was both informal and informative. This motivated them to start thinking about what they would like to happen next in the process- namely the Question and Answer Session.

The majority of the original 12 are still interested in being involved in the process, and have engaged with the Officers at Medrwn Môn through email throughout.

Members also stated that they were satisfied with the information they were given by Anglesey Council in October, and that the answers provided from the Heads of Service and Council Officer has helped develop their general understanding of how decisions are made and how scrutiny plays a vital role in ensuring that the impact of decision making are monitored effectively.

Citizen Panel and Llais Ni members have welcomed the opportunity for two-way dialogue with elected Members and Council Officers, and have expressed an opinion for more opportunities for working in this way.

2. **Scrutiny or Consultation?**- Two individuals who have taken part in the process have asked for clarification of their role in the process, whether it be as a consultee or part of a group of people who are looking at how scrutiny is used in practice. ***‘Why have the Council invited us to take part? Is it to find out what we think about the Budget or is it as a group who will be called on to look at scrutiny processes on different subject areas?’*** Youth Council Member.

‘The answers to the questions I sent seem to be all in the context of the Budget and not about decision making in general’ Citizen Panel Member

‘I can see how the Council would probably prefer a budget focus, as that has been [the focus of their consultation], but I think a ‘beat’ has been skipped between the Llais Ni & Citizen Panel members Council tour and asking / expecting the representatives to provide questions on the Budget. Particularly as the interest and questions of the community representatives on the Meet the Council tour was more focused on service provision (how options were examined and decisions were made) rather than on budgetary decisions’
Citizen Panel

This mirrors some of the evaluation of the original scrutiny project with Llais Ni in 2016-17. Where the actions for moving forward were identified as developing young people’s understanding of the process of moving from consultation to Member Scrutiny. Whilst the Engagement Officers for the Llais Ni and Citizen Panel have been clear in trying to draw a distinction between consultation and scrutiny during this process, it is suggested that this is noted as a continuing action going forward.

3. **Times, dates and locations of meetings**- 12 members of the Citizen Panel and Youth Council attended the first meeting in October. This session was held first thing in the morning during half term. If we look at the National Principles for Public Engagement and the feedback from the Citizen Panel and Llais Ni members and their support workers, this highlights the importance and effectiveness of holding meetings at times that are most accessible for our communities.

It must be noted that for the young people to attend that session, the Youth Council Engagement Officer had to arrange and pay for transport. We also had to ensure that support workers were available for 3 members.

Despite the successful attendance at the session in October, and the motivation within the group to attend the Question and Answer session in December, we found that the time, date and location provided more of a barrier to attendance. For a multitude of reasons, members were unable to attend- with December being notoriously busy for people in general.

The majority of young people were unable to attend as the meeting was scheduled for a school day and despite efforts to negotiate time off with their Schools and Colleges, many of the young people stated that they had exams or assessments for college work in that week and had to prioritise their time. Citizen Panel members expressed that they either had family commitments, or were unavailable simply due to the time of year.

From this one member of Llais Ni and one from the Citizen Panel stated that they were able to attend. Again the learning from this highlights the need to be more creative with times, dates and locations of sessions organised and the need to balance this with the scrutiny workplan within Anglesey Council to ensure that both sides are able to participate meaningfully and effectively in the process.

Anglesey Council prepared an alternative in having the questions originally prepared for that session answered by email. This enables us to consider what we jointly class as representation and when to go ahead with sessions as planned or to reschedule or offer an alternative format for that engagement to continue.

4. **What do we class as representative?** Feedback from the cancellation of the Question and Answer session in December resulted in one of the young people questioning what Anglesey Council views as representative in terms of valuing their presence at the meeting. The young person in particular questioned why the meeting had been cancelled if one member from the Citizen Panel and one from Llais Ni were able to attend and represent the views of the others that had been involved.

This was likened to the role of elected Members and Town and Community Councillors who attended meetings and represented the views of their communities.

Both the Citizen Panel and Llais Ni are established on a structure that allows for members to gather opinions from, represents the views and feedback progress to their wider communities. Moving forward we will need a clarification of the what all partners deem as representation in the context of involving local people in scrutiny and adapt our activities accordingly.

5. **Use of social media and infographics-** Two posters were created to invite members of Llais Ni and the Citizen Panel in the process. The first was provided by Anglesey Council and was sent out to all the members on our databases. All together 9 people responded to the invite.

A further 11 people responded to a second poster that was created by the Community Voice project within Medrwn Môn and advertised on facebook.

4 people were also recruited through organisations within Community Voice- namely Age Cymru Gwynedd & Môn and Digartref.

This illustrates the effectiveness of using mixed methods for engaging and the need to adapt information to ensure that it is accessible for everyone who would like to be involved. This is an aspect of the project that can be further developed long term as an example of good practice in engagement in scrutiny processes.

6. **Biggest challenges-** The evaluation of this example of joint working has highlighted many of the same issues that can be found in trying to engage our communities in decision making processes across public services.

The main challenge highlighted with this particular piece of work is around setting timescales, times and locations for meetings, and how we work round the need for representation at actual meetings. We need to also have a clear understanding that this is as inclusive as possible, allowing the time and space to organise transport, support workers and accessible formats of information. We also need to build in the time for all partners to be flexible and creative in the instance where Plan A is no longer feasible.

We are clear that this is about achieving what has nationally been described as effective outcomes for Scrutiny and so need to ensure that the structure that we put in place should enable and support us to make a real difference [form should follow function].

5. Where do we go next?

'Scrutiny has a role in understanding what matters, gathering knowledge and evidence, seeking diversity of views and ensuring that this informs development of future focussed solutions' @gatehousem #scrutiny18

It is important to recognise that there are many positive aspects to take from the partnership work done since October. We should therefore evaluate what success looks like at this point in the journey. Members of Llais Ni and the Citizen Panel have expressed positive opinions of their involvement to date; they have been happy with the process and on the majority have felt listened to and engaged. We should not focus too much on the cancellation of the session in December as member have maintained interest offered some really constructive feedback about moving forward.

We have recognised the importance of building on the recommendations of our interim evaluation in October-November, and the feedback following the Questions and Answers document and will now work towards the following areas in order to further strengthen our engagement with the people of Anglesey:

- Re-establishing the role and purpose of the individuals involved from the Citizen Panel and Youth Council– ***'I think that there is the need for more information / discussion about the criteria that governs the provision of services by the Council ie the Council's Corporate Plan and how the restrictions of not enough money and continually reducing resources impacts on decisions made within the stated criteria. How does the Council's savings strategy work? I think that is the key if we are doing any scrutiny it surely has to be about how the Council sticks to its stated purpose or if it has to adapt / change that purpose because of financial restrictions that the Council is entirely transparent. Could there be a Council led meeting on this and the expectation role of the community scrutiny panel so we could develop / agree our 'terms of agreement or usefulness'*** Citizen Panel member

- Reflecting on the learning and making sure that we are all aware of the Scrutiny forward work programmes. Work should then strengthen engagement through Citizen Panel and Llais Ni members having the confidence to pick what topics they want to work on in the future
- Identify how we can use the learning to feed into next years' budget- having worked in partnership for the last two years we can develop on the learning and skills developed to further extend on the good practice.
- Acknowledging risks and proposing mitigation actions – having the space and time to be able to do that and reflect while we are going, particularly in developing alternative ways to take part where the days and times of meetings cannot be changed. This is particularly important when working with individuals within communities, some alternative ideas to explore are:
 - a) Potentially using community roadshows/ doorstep debates to utilise and extend and using the role of community councillors and elected Members. These would encourage 'on the ground' conversations and provide valuable knowledge and insights which could be presented by those elected Members in instances where can cover the times when Citizen Panel or Llais Ni members cannot attend meetings
 - b) Service user panels – utilising the skills and experiences of established working groups, some of which already exist in partnership with Anglesey Council as an example of good practice- Digartref Homelessness Strategy Group, Older People's Council etc. These could be used for topic specific work and could either work directly or feed their responses to scrutiny through the Citizen Panel and Llais Ni.
 - c) Recognising challenges due to austerity and budget cuts- what can we realistically achieve with the resources we have? Do smaller budgets within Councils automatically translate to not being able to research and gather evidence? Having the flexibility and creativity in our approaches will enable partnership working to get the best outcomes from developing the most effective methods of engaging.

APPENDIX 1

Statement of Expectation of Joint Working -Between Isle of Anglesey County Council Scrutiny and the Citizens Panel & Youth Council

CONTEXT / PURPOSE

In order to work towards better engagement through Scrutiny this document sets out the basis of a working agreement between Isle of Anglesey County Council Member Scrutiny, the Citizens Panel and the Youth Council (Llais Ni).

In line with the recommendations in the policy document '***Growing a Stronger Local Democracy Through Effective Member Scrutiny***', the statement will set out the requirements for joint working, agreeing and reviewing joint working arrangements and identifying the boundaries, roles and responsibilities of the parties involved.

The first section of the statement will look at the principles and values to be established, and the second will identify key tasks to be agreed prior to each piece of joint working.

SECTION 1: VALUES & PRINCIPLES

- Communication and Language Requirements - it will be a requirement that written materials, posters, meetings and discussions will be provided in formats that are accessible by all who take part, in the mediums of Welsh, English and other languages where required. Through the Joint Engagement and Consultation Board, the Isle of Anglesey County Council has adopted both the National Principles for Public Engagement and the Grŵp FACE Easy Read Principles, and will be asked to endorse the Children and Young People's National Participation Standards.
- Equality and Diversity- joint working must adhere to Equalities Legislation and there must be a focus on establishing a diverse representation of local residents through Llais Ni and the Citizens Panel to ensure that the work encompasses the voice of the wider community.
- Knowledge and understanding - there must be an acknowledgement of the skills and experiences of all who are taking part in joint working. Many have skills and experiences that are transferrable to this way of working and there must be an agreement by all taking part to listen and learn from each other and to respect what each individual has to offer to the scrutiny process.
- Active support – all those taking part must be willing to actively support each other through the process, sharing information, time and resources where appropriate to ensure that the best outcomes are achieved.
- The spirit of co-production, collaboration and co-ordination - joint working should aim to meet the guidance of both the Wellbeing of Future Generations AND Social Services and Wellbeing Wales legislation in promoting sustainable development and a person centred approach.

SECTION 2: KEY TASKS

- Identifying key people - it is important to establish those people who are able to offer the time, commitment and resources to the Scrutiny process. Also, that people are representative of the local population in terms of age, diversity and linguistic profile. A key point of contact should be established from within the Isle of Anglesey County Council, the Citizen Panel and the Youth Council at the beginning of each piece of work.
- Establishing clear outcomes - the group should work together to identify what they are hoping to achieve and define outcomes for each piece of work.
- Timescales and resources - the group should establish clear timescales, what tasks need to be achieved by when, by who, and the resources needed to carry out those tasks effectively.

- Establishing a skillset – the group should look at the skills, knowledge and experience of everyone taking part and allocate work accordingly
- Understanding Organisational Policies and Practices - joint working arrangements should make sure that they comply with legal and organisational policies and procedures, as well as internal timetables and work programmes.
- Reviewing and monitoring working arrangements - the group should identify how and when working practices should be reviewed, along with who should be responsible. This could also include deciding what adjustments need to be made to improve the effectiveness of, and outcomes from the joint working arrangements.
- Feedback and evaluation - each piece of work should be evaluated against the set outcomes. The group should share information about how decisions were reached and how this impacts on service delivery, as well as sharing best practice and lessons learned. This information should be shared within the Isle of Anglesey County Council, and wider through the Citizens Panel and Llais Ni.

RECRUITMENT PROCESS

To ensure that we have a representative cross section of the community taking part in the process, recruitment will be open to all members of the Citizen Panel and Youth Council. We will also use open recruitment through our networks and on social media. Each person who registers an interest in taking part will be asked to complete an Equal Opportunities and Diversity form to enable us to monitor representation at the beginning of each piece of joint working.

For each piece of joint working both the Citizen Panel and the Youth Council will limit the number of spaces available to 10 members each.

The above values, principles and key tasks should provide an effective structure for joint working and should be reviewed periodically in order to make sure that they remain relevant and effective in achieving the nationally defined outcomes for better engagement through scrutiny.

APPENDIX 2

Adding Value to Scrutiny: Process of Establishing the 2017/18 Budget Evaluation of feedback from Anglesey Youth Council 'Llais Ni' members

Objective

To develop young people's understanding of how the Council's scrutiny processes work, how decisions are made and to encourage young people to think critically about questions from the 2017/18 Budget consultation to which they would like to respond. Following our workshop in Cartio Môn, 6 members of the Youth Council were invited to a meeting of the Corporate Scrutiny Committee on Monday, February 6, 2017 in order to experience the Young People's Champion Cllr Llinos Medi deliver her challenging remarks to the rest of the members. This is an evaluation of the young people's experience following feedback from them in focus groups, discussions via email and social media.

General opinion

'Overall it was an invaluable experience and useful to gain an insight into how the Council is structured and how decisions are made.'

On the whole, the young people's response to a workshop entitled, 'How does the Council and Scrutiny work?' was extremely positive with the majority satisfied with the content of the session. According to the young people, the information presented to them was understandable, clear and useful to them as active members of the Youth Council and had certainly prepared those who attended the meeting of the Corporate Scrutiny Committee. They were appreciative of the opportunity to discuss their views with influential people, and that their comments had been taken seriously, and recorded effectively. The feeling experienced by the group at the Scrutiny Committee was a sense of pride and that the champion had represented the voices of the young people of Anglesey within the Council's processes. Although they understood the whole of the presentation, they struggled somewhat to follow the rest of the meeting due to the formality of the scrutiny process.

Gains from the experience

The young people were very positive about what they had gained from being part of the project in terms of gaining insight into how the Council shapes its budget annually and the importance of Scrutiny to question and to prioritise core services within the final decisions.

'I gained a lot more knowledge and information about the budget cuts and where exactly they are planning to make cuts, far more knowledge than I had before.'

Most importantly, young people felt that the Council had listened to them and made them feel part of the process. Most of them believed that there would be a definite continuity to this work irrespective of whether their comments had made a difference.

'I felt this time that my opinion was taken in and was really appreciated'

The young people understand that sometimes decisions contradict popular opinion and that it is difficult for those who have to make decisions but they also recognise that it is important that the public feel that the authority is listening to them and considering the whole picture

Further Contribution

When asked how they would like to contribute to future Scrutiny, the young people's responses were very mixed. As expected, many of them welcomed the opportunity to influence such topics as education and schools, community facilities, and recreation since they were familiar with and users of these services.

Others felt that the Youth Council should focus on topics that permit some objectivity by young people rather than discussing issues about services which directly affect them. Although there are benefits in implementing in both ways, young people felt that their objective views may enable them to think about options / ideas that the Council hadn't thought of earlier.

Future improvements

There were a number of constructive opinions from the young people when they were asked what they would suggest that the Council do differently next time.

Although they took the opportunity at the workshop, most felt they would have liked to have had more time to discuss with management and Councillors and to shorten the presentations somewhat. One young person highlighted the importance of using everyday language and making use of visual aids (such as the 'Meet the Challenges 2017/18' video) to catch the audience's attention for the future.

One of the concerns of young people in engaging with services is usually the lack of feedback received at the end of the process. The young people stress the importance of following the work through so that there is ultimately continuity and purpose to their input.

When considering the financial pressures on the County Council and the effect this will have on the people of Anglesey, one young person felt strongly that the County Council should spend more time and effort in long-term planning in order to protect our services. He suggested that Council staff should provide support and resources in order that Councillors can promote this change.

'I feel more time and effort should be put into long term solutions'

In considering the consultation process, one young person believed the Council should reach out to the wider population and give the consultation more publicity in order to raise the percentage of respondents. As budget announcements are online only, he suggested that the Council hold information days at community centres / town halls and organise question and answer sessions to reach the older population.

In addition, young people felt that interactive workshops would be valuable to other youth organisations to educate them about the local authority's democratic processes and give them opportunities to voice their opinions.

Although the young people were proud of what had been achieved during the project, they had mentioned that they would have preferred the Council allowing them more time to be part of the initial process and to consider their input before the consultation went live.

'(We would like to contribute towards)... the development of solutions instead of Budget'.

In addition, some of the young people felt that they needed further clarification on the purpose of the Scrutiny Committee following the meeting by asking 'was it to explain the proposals or gather feedback?'. The young people would appreciate the opportunity to have a discussion about their role within the future scrutiny processes, and receive confirmation as to whether they either participate as consultees to consultations or look at the process and purpose of scrutiny.

The young people are very grateful for the opportunity to be part of developing a stronger culture of participation and citizen engagement within the Council's Scrutiny processes and hope we can work together with you again in the near future.

APPENDIX 3

Are you interested in finding out how Anglesey County Council makes decisions?

We are looking for people to take part in a project Medrwn Môn is working on with Anglesey County Council to develop a better understanding of the scrutiny process

What is Scrutiny?

Scrutiny is used to make sure that County Councils are working as well as they possibly can and that they are answerable to the needs of their local communities.

Scrutiny is led by local Councillors who look at how services meet the needs of residents and to make suggestions or recommendations when required.

Scrutiny plays a key role in.....

1. Holding decision makers to account
2. Developing and reviewing policies
3. Monitoring and challenging the performance of the Council as a whole
4. Scrutinising a variety of proposals which include the Council's annual budget proposals

We want you to take part!

If you are interested please contact:
Bethancpd@medrwnmon.org or Llaisni@medrwnmon.org
or phone 01248 724944

Diwrnod agored Cyngor Sir Ynys Môn
Isle of Anglesey County Council open day
31/10/2017

Trefn y diwrnod:	Order of the day:
9am – Cyfarfod yr Uwch Dîm Arweinyddiaeth	9am – Meet the Senior Leadership Team
9.30am – Cyfarfod Cadeirydd Pwyllgor Sgrwtini Corfforaethol, Cyng Aled Morris Jones ac Anwen Davies, Gwasanaethau Democraidd	9.30am – Meet the Corporate Scrutiny Committee Chairman, Cllr Aled Morris Jones and Anwen Davies, Democratic Services
10am - Mynychu Cyfarfod Pwyllgor Sgrwtini Corfforaethol	10am – Attend Corporate Scrutiny Committee
11am – Taith dywys o gwmpas yr adeilad	11am – Guided tour of the building
12pm – Cinio a cyfarod yr Arweinydd, Cyng Llinos Medi	12pm – Lunch & meet the Leader, Cllr Llinos Medi
Darhod 2pm.	Ends 2pm.

Cyngommon ioacc
@cyngommon @angleseycouncil

Cwrdd â'r Heriau
Meeting the Challenges
2018-19

Poeni nad yw eich llais yn cael ei glywed gan y cyngor? Worried that your voice isn't being heard by the council?

Rydym angen chi i ddweud eich barn am ein cynigion cyllidebol drafft ar gyfer 2018-19. We want you to have your say on our draft budget proposals for 2018-19.

Ble/ Where : Cyngor Sir Ynys Môn, Llangefni
Pryd/ When : 11/12/2017
Amser/ Time : 12pm-2pm

Cysylltwch â Elin Parry, Swyddog Cysylltiadau Cyhoeddus i gadarnhau niferoedd yn mynychu a rhestr o gwestiynau erbyn 4/12/2017: elinparry@ynysmon.gov.uk
Please confirm numbers attending and a list of questions by 4/12/2017 to Elin Parry, Public Relations Officer: elinparry@ynysmon.gov.uk

APPENDIX 4

Overview of Scrutiny Session- Tuesday 31st October 2017

This paper is a brief overview of the session organised in partnership between Medrwn Môn through its Community Voice Project and Anglesey County Council following on from the joint discussion paper 'Growing a stronger local democracy through effective member scrutiny'.

The timetable of the day included a session with the Senior Leadership Team (including the Chief Executive, Deputy Chief Executive and Section 151 Officer), a question and answer session with the Chairman of Corporate Scrutiny, attendance at Corporate Scrutiny, a tour of the Council Building and a question and answer session with the Council Leader.

The session was attended by:
 5 members of the Citizen Panel
 5 member of the Youth Council
 2 service uses from Digartref

Those attending represented a good cross section of the communities across the Island and equal opportunities monitoring information has been collected.

Community members were recruited through an open process, with invites being sent to all members of the Citizen Panel and Youth Council, as well as adverts on facebook and Twitter. The greatest response from Citizen Panel members came through the facebook posts.

In order to keep the sessions as constructive as possible we limited spaces to 10 per group. Observations and feedback:

Each member of the Citizen Panel and Youth Council that attended were asked to complete an evaluation form at the end of the session. 8 forms were returned in total.

Of all the forms returned every one of those attending said that they:

- a) They felt that the preparation for the visit was effective
- b) That they were satisfied with the information they received at the Council Offices
- c) That they enjoyed the visit and found the visit around the offices interesting

During the tour of the Departments both Citizen Panel and Youth Council members asked a number of informed questions about service delivery and decision making and interacted well with the staff in those departments. The feedback forms show that they felt that this part of the session was useful and that the Officers 'tried their best to answer every question that [we] had'. One even added that they would have liked more time to ask questions. Many stated that the whole session had been useful in providing them information about how the Council works. One member stated 'The day was very informative and it's about time the Council was more open and approachable. So this seems to be heading in the right direction.'

Overall the pre-planning work that had been carried out jointly by the Scrutiny Officer, Public Relations Officer and Community Voice Officers for Llais Ni and the Panel, meant that members of the community were able to ask informed questions about the Scrutiny Processes within Anglesey Council, and were able to be more interactive during the session as opposed to observing from the side.

Lessons learned:

The evaluation forms have highlighted some areas for improvement, some are minor observations that relate more to practical improvements, such as a section of the introduction and welcome identifying access to the lift, health and safety announcement, location of fire escapes etc.

The remaining observations relate to members wanting more time in the Council Chamber to watch the Councillors at work. They understood that there was a section of the meeting that was confidential but suggested that maybe those matters could be dealt with first and then the Citizen Panel Members and Youth Council be allowed back in, or perhaps attendance at a different meeting where they could stay the whole time.

The following points were also noted in discussion between the Panel and Youth Council and Medrwn Môn staff.

- a) Translation- Citizen Panel and Youth Council members were happy to use the translation equipment and were happy for the informal sessions to be delivered bilingually, however there was some frustration when the translation equipment didn't work and they felt that the purpose of the visit was to give them an insight in to how Scrutiny works and this could have been lost if the matter hadn't have been resolved. The Citizen Panel and Youth Council members welcomed the move into the Council Chamber.
- b) Refreshments- a number of those attending would have liked a slightly less formal welcome and introduction and to have been offered a cup of tea/coffee.
- c) Citizen Panel AND Youth Council enjoyed the informal sessions with Cllr Aled Morris Jones and Cllr Llinos Medi Huws- added a human element and they would like more of these types of opportunity.
- d) Information was timely and provided context- this built on last year's work with Llais Ni, and those attending felt that they had been brought in earlier in the process and more involved in planning the next steps.
- e) Whilst most of the morning showed a big shift in engagement towards being more open and transparent, some attending did state in the evaluation that some elements of the information could have been given in a shorter, more concise way.

Recommendations and next steps:

Following on from the session at the end of the visit, we now propose that the joint work on this process continues over the next month or so in order to maintain the interest of those who attended and the momentum needed to encourage them to work with us to the end of the Scrutiny process in February next year. The following are a suggested list of next steps:

- a) A Session with Section 151 officer and Dr Gwynne to get a context and handle on how the budget works- i.e. ring-fenced funding, what can and cannot be moved between finance headings, can departments share budgets? etc
- b) Workshop on the role and purpose of scrutiny (based on the session with Llais Ni last year), identifying and understanding essential skills for scrutiny (<https://medium.com/localgovernmentscrutiny/9-essential-skills-for-effective-scrutiny-a784d48fcd19>), timeline and process etc
- c) Medrwn Môn and Community Voice partners to share the Budget Proposals with the Citizen Panel and Llais Ni and hold a session to capture informed questions around the budget proposals.
- d) A Hot Seat/Q&A Session with portfolio holders and/or Heads of Service with the questions from collated in the session outlined in 3 above.
- e) Provide the Citizen Panel and Youth Council with a simplified timeline of meetings, sessions.

It is suggested that the Council provide the Citizen Panel and Youth Council with dates, times etc. that suit the Councillors, Officers and council staff involved and that they will attend the sessions as organised. In the meantime we will also work through the Community Voice programme to get individuals to respond directly to the Budget Consultation.