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CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Mr Richard Parry Jones, BA, MA.
Prif Weithredwr – Chief Executive

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RHYBUDD O GYFARFOD	NOTICE OF MEETING
PWYLLGOR GWAITH	THE EXECUTIVE
DYDD LLUN, 9 MEDI 2013 10.00 o'r gloch	MONDAY, 9 SEPTEMBER 2013 10.00 am
SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI	COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI
Rheolwr Gwasanaethau Pwyllgor	Mr John Gould 01248 752 515 Committee Services Manager

Annibynnol/Independent

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

Plaid Lafur/Labour Party

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

Heb Ymuno / Unaffiliated

A M Jones (Democratiaid Rhyddfrydol Cymru / Welsh Liberal Democrats)

COPI ER GWYBODAETH / COPY FOR INFORMATION

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

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

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

A G E N D A

1 DECLARATION OF INTEREST

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

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

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

3 MINUTES (Pages 1 - 6)

To submit for confirmation, the minutes of the meeting of the Executive held on 15th July, 2013.

4 MINUTES FOR INFORMATION (Pages 7 - 20)

To submit the minutes of the following meetings for information:-

- Voluntary Sector Liaison Committee - 11th July, 2013
- Corporate Parenting Panel - 22nd July, 2013

5 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 21 - 30)

To submit the report of the Head of Service (Policy).

6 2013-14 REVENUE BUDGET MONITORING REPORT - QUARTER 1 (Pages 31 - 36)

To submit the report of the Head of Function (Resources).

7 2013-14 CAPITAL BUDGET MONITORING REPORT - QUARTER 1 (Pages 37 - 44)

To submit the report of the Head of Function (Resources).

8 IMPROVEMENT REPORT (PERFORMANCE REVIEW OF 2012/13) (Pages 45 - 48)

To submit the report of the Head of Service (Policy).

9 CORPORATE SCORECARD - QUARTER 1, 2013/14 (Pages 49 - 52)

To submit the report of the Head of Service (Policy).

10 LOCAL CODE OF GOVERNANCE (Pages 53 - 72)

To submit the report of the Deputy Chief Executive. – **LATE REPORT**

11 ADULTS' SAFEGUARDING - ANNUAL REPORT 2012/13 (Pages 73 - 90)

To submit the report of the Head of Service (Adults' Services).

12 DUBLIN DECLARATION ON AGE-FRIENDLY CITIES AND COMMUNITIES IN EUROPE 2013 (Pages 91 - 104)

To submit the report of the Head of Service (Adults' Services).

13 LOCAL AUTHORITY ENGAGEMENT IN THE ESTABLISHMENT OF A NATIONAL ADOPTION SERVICE (Pages 105 - 130)

To submit the report of the Head of Service (Children's Services).

- 14** **MEASURES TO ENSURE THAT PLAY AREAS ARE SMOKE-FREE** (Pages 131 - 136)
To submit the report of the Director of Lifelong Learning.
- 15** **ANGLESEY PRIMARY SCHOOLS MODERNISATION - LLANDDONA SCHOOL** (Pages 137 - 166)
To submit the report of the Director of Lifelong Learning.
- 16** **LOWERING AGE OF ADMISSION AT YSGOL GORONWY OWEN, BENLLECH** (Pages 167 - 170)
To submit the report of the Director of Lifelong Learning.
- 17** **CHANGES TO THE COUNCIL CONSTITUTION - SCRAP METAL DEALERS ACT 2013** (Pages 171 - 176)
To submit a joint report by the Head of Service (Planning & Public Protection) and the Legal Services Manager.
- 18** **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 177 - 178)
To consider adoption of the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt information as defined in Schedule 12A of the said Act and in the attached Public Interest Test”.
- 19** **HEADS OF SERVICE REVIEW - STRUCTURE CONSIDERATIONS** (Pages 179 - 208)
To submit the report of the Deputy Chief Executive.

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THE EXECUTIVE

Minutes of the meeting held on 15 July 2013

- PRESENT:** Councillor J Arwel Roberts (Vice-Chair)
- Councillors R Dew, K P Hughes, A M Jones, H E Jones and Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive
Deputy Chief Executive
Director of Community
Director of Lifelong Learning
Head of Function (Resources) and Section 151 Officer
Head of Service (Policy)
Head of Service (Housing)
Head of Service (Adult Services)
Head of Service (Children's Services)
Committee Services Manager (JG)
- ALSO PRESENT:** Councillors Bob Parry, Trefor Lloyd Hughes, R Meirion Jones, Carwyn Jones and Robert Llewelyn Jones
- APOLOGIES:** Councillor Ieuan Williams and Director of Sustainable Development

1 DECLARATION OF INTEREST

None to declare.

2 URGENT MATTERS CERTIFIED BY THE CHIEF EXECUTIVE OR HIS APPOINTED OFFICER - BUSINESS CASE INVEST TO SAVE - CHILD PLACEMENT TEAM

Reported - That the Chief Executive had allowed discussion upon this matter as urgent business in view of a reduction in costs to the Authority in employing agency placements.

Submitted - A report by the Head of Service (Children's Services) seeking Executive approval for further investment in the Child Placement Service for additional resources to improve placement choice for children and reduce reliance on the purchase of external placements.

The Local Authority position as a provider was at odds with the increasing demand for Fostering Services. The shortfall in provision has been 'filled' by a growing private sector of Independent Fostering Agencies. Private providers could be flexible and responsive, but were usually significantly more expensive than internally provided Local Authority placements.

RESOLVED to approve the invest to save proposal for further investment in the Child Placement Service to increase the number of internal foster placements for children and to reduce costs, subject to the following conditions:-

- That progress against targets be reviewed within 12 months;
- That the post of Marketing Officer be designated as a temporary post over the period of the invest to save proposal (ie 3 years) and in light of the review referred to above;
- That the agreed funding be repaid via the savings achieved as a result of this proposal.

(Councillor Dylan Rees declared an interest in the matter and was not present at the meeting during any discussion regarding Cymdeithas Tai Eryri).

3 MINUTES

RESOLVED that the minutes of the meetings of the Executive held on the following dates be confirmed as true records:-

- 6th June, 2013
- 10th June, 2013

4 THE EXECUTIVE'S FORWARD WORK PROGRAMME

Submitted - The report of the Head of Service (Policy) seeking approval for the Executive's updated Forward Work Programme for the period September to December, 2013.

RESOLVED to confirm the updated work programme for the period September - December, 2013.

5 2014/15 BUDGET

Submitted - The report of the Head of Function (Resources) and Section 151 Officer on an updated Medium Term Revenue Budget Strategy for 2014-15 to 2016-17. The report also sought approval to the principles which will underpin the 2014-15 budget and to the Savings Target for the Directorates and the strategies to achieve the savings.

RESOLVED

- To approve the 2014-15 guiding principles for the budget as detailed in Paragraph 4 of the report;
- To approve the savings targets for the Authority as detailed in Paragraph 5.1 of the report, namely scenario 2(b) (6.3%) as referred to in Appendix 3 of the report;
- To approve the savings directorates identify towards their respective target is over and above any previously identified efficiencies; (Paragraph 5.4 of the report refers);
- To approve the strategy to identify the savings requirements as detailed in Paragraph 5.7 of the report;

- **To note the risks and potential changes to the Medium Term Revenue Budget Strategy and 2014-15 budget as detailed in Paragraph 6 of the report;**
- **To note that the Medium Term Revenue Budget Strategy will change as new information becomes available and views are sought (Paragraph 3.13 of the report refers);**
- **To note the variables within the budget build at this stage (Paragraph 4.3-4 refers).**

6 GYPSIES AND TRAVELLERS - ACCOMMODATION NEEDS ASSESSMENT

Submitted - The report of the Head of Service (Housing) presenting the findings of the North Wales Gypsy and Travellers Accommodation Needs Assessment study(NWGTANA), and seeking Executive approval upon future actions.

Councillor Carwyn Jones stated that he was supportive of the report but mentioned that the study had identified a shortfall of 62 residential pitches across the study area by 2016, with a need for 11 residential pitches on Anglesey. Since 2006, there was one tolerated unauthorised encampment on the Island at Pentraeth which cost this Authority some £10k p.a. to keep the site tidy, provide water and Portaloos. If an official site was provided, it would receive a Band A Council Tax valuation, which equated to £800 p.a. and with a notional rent of say £25 each, the Authority would receive some £23k annual revenue. Over 10 years this would equate to generation of £250k as opposed to current expenditure of £100k.

RESOLVED

- **That the Authority as part of a consortium of North Wales local authorities adopts the recommendations of the North Wales Gypsy and Travellers Accommodation Needs Assessment (NW GTANA) report as an evidence base;**
- **That the Head of Service (Housing) be given the support of key officers in Corporate Directorates to formalise the Terms of Reference for the local Gypsy Travellers Operational Officers Group;**
- **That a new Gypsy Travellers action plan be prepared based on the recommendations of the NW GTANA and that tasks be allocated to lead officers in appropriate departments to promulgate;**
- **That Anglesey continues to support Regional collaboration to the Gypsy Traveller communities' agenda through the newly re-formed NW GT Co-ordination Group;**
- **That the Council works collaboratively with neighbouring authorities and other key stakeholders to meet identified need for pitch requirements;**
- **That appropriate sites are identified to meet requirements;**
- **That mechanisms are established to enable effective engagement with Gypsy Traveller communities when identifying potential future sites;**

- **That possible sites are included within the Local Development Plan;**
- **To submit an outline application for capital grant for a local GT site from the Welsh Government.**

7 LOCAL HOUSING MARKET NEEDS ASSESSMENT

Submitted - The report of the Head of Service (Housing) seeking Executive approval to the report on the Local Housing Market Assessment for the Isle of Anglesey (Housing needs for local residents - Report 1), and to agree the next steps.

RESOLVED

- **To adopt the Local Housing Market Assessment study as a baseline document for future accommodation needs of the citizens of Anglesey;**
- **That the LHMA is used to inform the new nuclear build SPG;**
- **That the LHMA is part of the evidence base for the Local Housing Strategy and Joint Local Development Plan;**
- **That the study is used to inform future development plans and funding bids such as the WG's Viable and Vibrant Places Framework;**
- **That the evidence is used as a basis to engage with the Registered Social Landlords and private sector developers to deliver the housing need.**

8 TRANSFORMING ADULT SOCIAL CARE ON ANGLESEY

Submitted - A report by the Head of Service (Adults' Services) on the key emerging messages following a statutory public consultation on the future provision of residential care, which was undertaken by Adult Social Care in the Autumn of 2012 and on the proposed next phase of the transformation of older people's services.

RESOLVED

- **To note the key messages and emerging themes from the Public Consultation - exercise undertaken between 5 October - 7 December 2012;**
- **To endorse the next steps in older people's Transformation Programme (as detailed in paragraph 4.3 of the report).**

9 CHILDREN'S SPECIALIST SERVICES - AGREE FORMAL PARTNERSHIP

Submitted - The report of the Head of Service (Childrens' Services) seeking Executive approval to move ahead with the implementation of the single integrated Specialist Children's Service, via a formal partnership underpinned by a Section 33 Agreement with the Betsi Cadwalader University Health Board.

Reported - That the proposal was to integrate a collection of health and social care services, which were currently co-located, into one integrated service – the Specialist Children's Service (SCS). The SCS would employ health and social care professionals under one organisational structure, employ a Service Manager to run and manage the

service, and have an integrated strategy, set of policies, procedures, budgets, and a joined-up approach to staff management and training.

The Head of Service wished it to be recorded that Human Resources did not have any observations under implications and impacts which was contrary to what had been inadvertently stated in the report.

RESOLVED to approve the go ahead of the implementation of the single, integrated Specialist Children's Service via a formal partnership underpinned by a Section 33 Agreement with the Betsi Cadwaladr University Health Board.

10 ADULTS SAFEGUARDING - TOWARDS A NORTH WALES STRATEGIC FRAMEWORK

Submitted - The report of the Head of Service (Adults' Services) seeking Executive approval as regards the strategic direction for Safeguarding Adults and in approving the change to the current regional arrangements and the creation of a 2 tier North Wales Safeguarding Adult Board.

RESOLVED

- **To note developments and progress hitherto in the area of safeguarding adults in the North West;**
- **To approve the Anglesey and Gwynedd strategic direction for safeguarding adults as a trigger for influencing the development of a regional framework;**
- **To confirm the principles that the safeguarding frameworks for adults and children need to be addressed on an equal footing and not to differentiate between them in terms of their status or importance;**
- **To approve the revision to the current North Wales arrangements and support the preferred option - a 2 tier North Wales Adult Safeguarding Board.**

11 ISLAND GAMES 2013

Submitted - The report of the Director of Community seeking Executive approval to allow paid leave of absence to members of the Council's staff competing at the 2013 Island Games.

RESOLVED that the County Council staff representing Ynys Môn be allowed 3 days to leave to travel to Bermuda. This will necessitate staff to take 4 days from their own annual leave entitlement to be able to attend the Games.

The meeting concluded at 11.00 am

**COUNCILLOR IEUAN WILLIAMS
CHAIR**

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VOLUNTARY SECTOR LIAISON COMMITTEE

Minutes of the meeting held on 11 July 2013

- PRESENT:** Mr Islwyn Humphreys (Voluntary Sector) (Chair)
- Local Authority**
- Councillors Jim Evans, Alun W Mummery and K P Hughes
- Voluntary Sector**
- Eleri Lloyd Jones
Aled Roberts
Mrs Dilys Shaw
- Health Sector**
- Wyn Thomas, BCUHB Assistant Director of Community Development
- IN ATTENDANCE:** Mr John R.Jones (Chief Officer Medrwn Môn)
Mrs Gwen Carrington (Director of Community – IOACC)
Mr J.Huw Jones (Head of Service, Policy – IOACC)
Mr Mark Gahan (Making the Connections Officer –Medrwn Môn)
Ann Holmes (Committee Officer)
- APOLOGIES:** Cadi Roberts (Voluntary Sector)
- ALSO PRESENT:** Ms Lyndsey Williams (Project Manager – Medrwn Môn), Miss Emily K.Jones (Observer)
-

1 CHAIRPERSON

Mr Islwyn Humphreys representing the Voluntary Sector was elected Chair of the Liaison Committee.

Mr Islwyn Humphreys thanked his fellow Committee Members for this mark of trust in him and he also thanked his predecessor as Chair, Councillor Kenneth Hughes for his contribution and leadership during his time in office.

The Chair then welcomed all those members who were new to the Liaison Committee to their first meeting and he extended a welcome also to Miss Emily K. Jones who was present as an observer as part of her work experience.

2 VICE-CHAIRPERSON

Councillor Alun Mummery representing the Local Authority was elected Vice-Chair of the Liaison Committee.

3 DECLARATION OF INTEREST

No declaration of interest was received.

4 MINUTES 15TH APRIL MEETING

The minutes of the previous meeting of the Liaison Committee held on 15th April, 2013 were submitted and confirmed as correct.

Arising thereon –

- The Chief Officer of Medrwn Môn referred to the matter of the voluntary sector's participation in the Authority's scrutiny process and specifically to the issue of training which he understood was on-going for the Council's Elected Members. He said that at the Committee's previous meeting it was mentioned that training opportunities afforded to Elected Members with regard to effective scrutiny might be extended to relevant representatives of the voluntary sector. The Officer went on to say that he felt that there had been undue delay in engaging the voluntary sector in order to ensure that the sector is adequately and appropriately prepared for undertaking a contributory role in scrutiny.

The Head of Service (Policy) informed the Committee that the Scrutiny Manager is intending to report back to this Committee at its next meeting. Elected Members have been provided with training in a range of areas as part of their induction process into the office. He confirmed that it is recognised that the voluntary sector has a key role to play in scrutiny and he said that he would inquire as to the position with regard to scrutiny training.

Action Arising: Head of Service (Policy) to follow-up with the Scrutiny Manager the possibility of including voluntary sector representatives within any further planned scrutiny training arrangements and to report back to the Committee.

- A representative of the Voluntary Sector inquired as to the status of the review of Social Services Contracts and the formulation of a framework within which contracts can be agreed.

The Director of Community confirmed that a template has been agreed and notwithstanding some issues with capacity the objective remains to complete the work according to the arrangements reported at the previous meeting. The review and its completion have taken on greater significance as the local government funding position faces continuing pressure. However, the review has to be conducted service by service and although other matters requiring attention have intervened in the period since the Committee's previous meeting, the aim is still to establish a methodology and framework for funding contracts with the voluntary sector during the time from now until the autumn.

- The Chief Officer of Medrwn Môn stated that he had been in discussions with the Head of Service (Policy) with regard to the Funding Code which it was agreed requires detailed consideration with input from Finance Officers and the Director of Community. The intention is to convene a meeting at the earliest opportunity and to bring a report back to the Liaison Committee.

Action Arising: Head of Service (Policy) and Chief Officer of Medrwn Môn to liaise to arrange a meeting of relevant officers to discuss the Funding Code and to report back to this Committee.

- The Head of Service (Policy) confirmed the County Council's new elected member representation on the Liaison Committee and inquired whether BCUHB had given the matter consideration from the perspective of its own representation. Mr Wyn Thomas, BCUHB informed the Committee that either himself or Eleri Lloyd as local managers would in all likelihood remain the contact points between the Committee and the Health Board and that he did not foresee any change in that situation in the short term.

The Chief Officer of Medrwn Môn said that the voluntary sector's membership of the Liaison had also undergone change following an election. He informed the Committee that over 80 individuals had participated in the election and that over 20 of those who had been successful had put their names forward for consideration as the sector's representatives on

the Liaison Committee which he believed was testament to the extent of the interest in the Committee and its activities. The Officer said that those individuals who had indicated their interest in becoming members of the Liaison Committee potentially formed a pool of members from which could be drawn contributors to the Authority's scrutiny process.

- The Chair inquired as to the position in relation to the Compact Agreement. The Head of Service (Policy) confirmed that the Compact was ready to be formally signed by the interested parties and in response to a suggestion by the Chief Officer of Medrwn Môn that the event should be marked appropriately, the Head of Service (Policy) agreed and said that the matter would be given consideration.

Action Arising: Head of Service (Policy) and Chief Officer of Medrwn Môn to liaise to arrange appropriate means of recognition for the occasion of the signing of the Local Compact Agreement, 2013.

5 VOLUNTARY SECTOR LIAISON COMMITTEE REMIT

Consideration was given to proposed revised terms of reference for the Voluntary Sector Liaison Committee as presented to the 15th April, 2013 meeting.

The Chief Officer of Medrwn Môn explained that the revised remit was re-presented for the consideration of the Liaison Committee under its new membership in order for Members to be clear regarding the forum's role and purpose. The Officer said that the remit document now needed to be updated to reflect the Liaison Committee's new membership.

Mr Wyn Thomas, BCUHB suggested that as the BCUHB has only one serving representative on the Committee, the proposed quorum of two people from each of the three constituent groups on the Committee might be revised to read two people from each of the Local Authority and Voluntary Sector groups so that the absence of a health sector representative from a meeting might not prevent the Committee from proceeding with its business.

It was agreed to accept the terms of reference for the Liaison Committee subject to amendment to reflect the Committee's new membership and the proposal with regard to the Committee's quorum.

Action arising: Head of Service (Policy) in consultation with the Chief Officer of Medrwn Môn to amend the terms of reference as outlined.

6 THE COMPACT AND VOLUNTEERING POLICY

A copy of the Compact and Volunteering Policy as presented to and endorsed by the Executive at its meeting held on 18th March, 2013 was presented for the Committee's information.

The Head of Service (Policy) reminded the Members that the principles of the Compact Agreement have been formalised by approval by the Executive and that they constitute the core function of the Liaison Committee. He said that it was now timely also to review the Funding Code to reflect new changes and requirements. The intention is to develop a work programme based on the Compact's principles and to promote a meaningful and constructive dialogue between the three parties who have subscribed to it. Further work needs to be undertaken with regard to the Volunteering Policy in preparation for its implementation.

The Director of Community confirmed that the discussion around the Volunteering Policy has commenced and that the first step involves identifying those volunteers within the system at present and to clarify DBS requirements and to consolidate the current arrangements. The second tranche would then involve identifying other opportunities for volunteering in areas where a volunteering input is required in line with Service priorities. That dialogue needs to take place with the voluntary sector and information shared with the Committee as the situation evolves.

The Chief Officer of Medrwn Môn said that he was of the view that an opportunity exists to arrive at a better mutual understanding and co-operation as regards openings for volunteering and that the voluntary sector would be happy to contribute towards maximising those openings.

It was agreed to note the position.

Action Arising: Director of Community and Chief Officer of Medrwn Môn to liaise with a view to progressing volunteering issues as outlined and to update the Committee at the next meeting.

7 WELSH GOVERNMENT MATTERS - COMMISSION ON PUBLIC SERVICE AND DELIVERY IN WALES

- The published remit of the Welsh Government's Commission on Public Service Governance and Delivery in Wales was presented for the Committee's information.

The Head of Service (Policy) stated that the Welsh Government has commissioned a broad review of the way public services are governed and delivered in Wales via a Commission under the chairmanship of Sir Paul Williams which will report back to the Welsh Government by the end of 2013. The Officer said that consideration needs to be given to the outcome of the Commission and its recommendations as regards models for service delivery when those are published. A consultation process is currently in progress and there will be an opportunity to respond to the Commission through the WLGA and other means. The voluntary sector will be informed of the Council's input to the Commission. There is a general view that the present structure of public service delivery in Wales is unsustainable in the long term.

The Chief Officer of Medrwn Môn said that it is important for the sector also to respond to the Commission especially given the perception that being able to take action at a local level is increasingly being superseded by regional arrangements.

The Director of Community informed Members that the Social Services' experience of working does indicate that the thinking at national level is firmly in the direction of broader based working arrangements either on a regional or national basis and the challenge lies in reconciling this approach with evaluating outcomes in local terms and ensuring equal opportunity within the resources whilst at the same time responding to local needs.

It was agreed to note the position.

No further action arising.

- The Welsh Government's Consultation Document – Continuity and Change: refreshing the relationship between the Welsh Government and the Third Sector in Wales was presented for the Committee's information.

The Chief Officer of Medrwn Môn said that the document above forms the basis of a consultation on the relationship between the Welsh Government and the Voluntary Sector. The Management Board of Medrwn Môn has already met to formulate a response to the consultation which has been instigated in part because of the pressure on public funding and because of the movement towards a regional approach towards service delivery. The Chief Officer of Medrwn Môn emphasised that the local dimension lies at the heart of the voluntary sector's activities and the promotion of such local activities constitutes the strength of Medrwn Môn. However if the financial situation continues to deteriorate other arrangements might have to be considered e.g. working on a more regional basis. There is also a potential loss of funding to the sector in the establishment of alternative forms of support e.g. a bidding process to an Innovative Fund. The Officer said that it would be helpful if the County Council was to provide a response to the consultation document as well. He explained that the concerns generated by the document are around the loosening of local connections and the risk that with the advancement of regional arrangements and a regional approach, the focus on local activities and local needs will be lost.

It was pointed out that with a closing timescale of 8th August for the receipt of observations there will be limited opportunity therefore for the Liaison Committee to gather its views and present them formally to the Welsh Government.

The Director of Community informed Members that she was the designated Lead Officer on this matter within the Council and would be co-ordinating the response to it.

There was agreement that should it be necessary a small representative group of the Committee be convened at short notice to allow the viewpoint of this forum/ third sector to be reflected within the Local Authority response to the Consultation document.

It was agreed to note the Consultation document.

Action Arising: Head of Service (Policy) to liaise with the Chief Officer of Medrwn Môn as necessary to make appropriate arrangements for the committee's views with regard to the Continuity and Change Consultation document to be incorporated within the County Council's response.

8 COMMUNITY VOICE

Ms Lyndsey Williams, Medrwn Môn Project Manager gave a presentation and outline of the Listen Community Voice Project in which she referred to the following aspects of the project –

- £1 million Lottery funded project running until 2017
- One of only 2 successful projects in North Wales
- Managed and administered by Medrwn Môn
- 9 portfolio projects working across Anglesey
- Working within the hardest to reach communities

The Project Manager proceeded to explain the planned portfolio outcomes and delivery and the project's strategic fit with Council plans and strategies as well as how it might benefit the Liaison Committee through common identified themes. The Officer said that the project is in its early stages with the initial work involving the creation of baseline information gathered from the 9 portfolio projects with a view to establishing the current position with regard to community engagement with public services.

The Making the Connections Officer added that the Community Voice Project provides an excellent opportunity to work within communities in tandem with service providers and to build a picture of who the service users are and to bring them closer together with those who make the provision.

In the ensuing discussion, consideration was given to how the project and the information about service users and their profile it generates might dovetail with the work of the Council's project boards to the mutual benefit of both work streams. It was agreed that the Committee should receive regular feedback on the Community Voices project and it was suggested also that a presentation might be made on the project to the Council's Heads of Service in the autumn.

It was agreed to note the information and to thank Ms Lindsay Williams for the presentation.

Actions Arising:

- **Update on the Listen Community Voice Project to feature as a regular item on the Liaison Committee's agenda**
- **Head of Service (Policy) and Director of Community to liaise regarding the feasibility of arranging a presentation for the Council's Heads of Service on the Listen Community Voice project.**

9 ARRANGEMENTS FOR THE NEXT MEETING

Arrangements for a workshop in the autumn to formulate a work programme for the Liaison Committee were considered

The Head of Service (Policy) said that the objective is to develop a work programme around the Committee's aspirations and what it seeks to achieve at each meeting and that he would liaise with the Chief Officer of Medrwn Môn and the Director of Community with regard to arranging a workshop.

With reference to the Committee's next meeting scheduled for 3rd October, 2013, the advantages and disadvantages of taking meetings of the Liaison Committee out into the community were considered and following discussion, it was agreed that the practice should continue.

It was agreed –

- **That a workshop be held in the Autumn on the lines suggested**
- **That the Liaison Committee should continue to meet at venues within different communities across Anglesey.**
- **That the next meeting scheduled for 3rd October, 2013 be convened in Talwrn.**

Action Arising: Head of Service (Policy) to liaise with the Chief Officer of Medrwn Môn and the Director of Community to make arrangements for a workshop in the Autumn.

The Director of Community informed the Liaison Committee's Members that Anglesey's project to develop Age well Community Centres for older people had won a Social Care Accolade for 2013.

**Mr Islwyn Humphreys
Chair**

CORPORATE PARENTING PANEL

Minutes of the meeting held on 22 July 2013

- PRESENT:** Ms Anwen Huws (Head of Children's Services) (Chair)
- Councillor Kenneth Hughes (Portfolio Member for Social Services and Housing)
Councillor Dylan Rees (Partnership and Regeneration Scrutiny Committee)
Mr David Lydford (Fostering Care Association)
Natalie Woodworth (Principal Officer – Operations)
Deiniol Williams (LAC Team Manager)
Deborah Stammers (Child Placement Team Manager)
Sean McLearn (LAC Co-ordinator)
Ann Holmes (Committee Officer)
- APOLOGIES:** Councillor Ieuan Williams, Gwen Carrington, Mr Richard Parry Jones, Alison Jones (NYAS) Mair Read, Rona Jones, Heulwen Owen, Llinos Edwards, Dr Janet Horn and Sue Willis
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INTRODUCTION

Ms Anwen Huws, Head of Children's Services welcomed all those present to this meeting of the Corporate Parenting Panel and she informed the Members that in the absence of Mr R.P.Jones, the regular Chair of the Panel and Mrs Gwen Carrington, Director of Community, she would be chairing this meeting. As this was the first meeting of the Panel of the new Council she asked those present to introduce themselves.

1 DECLARATION OF INTEREST

No declaration of interest was received.

2 MINUTES 22 APRIL, 2013 MEETING

The minutes of the previous meeting of the Corporate Parenting Panel held on 22 April, 2013 were presented and noted.

The Chair confirmed that from her perspective the minutes were a correct record of the deliberations at the previous meeting but as there was no one present at this meeting who was able to second that viewpoint it was agreed that those present at the 22 April meeting be asked to give notice within two weeks of any objections to the minutes.

3 MATTERS ARISING - LETTER BY THE PANEL'S CHAIR REGARDING DENTAL PROVISION FOR CHILDREN LEAVING CARE

- The Chair informed the Panel that she had met with the Head of Service (Housing) and that they were assessing the resource implications of the action plan in respect of the young people support and accommodation strategy. She also confirmed that the Coedlys Project was now operational and would be officially opened shortly.
- The Chair updated the Panel on the arrangements with regard to setting aside a day for Education and Children's Service Officers to analyse the findings of national research in relation to the educational attainment of children in care in order to then jointly develop a plan to maximise the opportunities and life chances for looked after children by saying that the designated day had been deferred from June to October.

- The Chair confirmed that she had forwarded to the standing Chair of the Panel information in respect of the success of the young person in care who had had his artwork accepted for exhibition at the Foundling Museum with a view to that achievement being recognised formally by the County Council.

Action Arising: The Head of Children's Services to follow the matter up with the Chair of the Panel.

- Correspondence between the Chair of the Panel and the Chief Executive of the BCUHB regarding the issue that had arisen in discussion at the Panel's 22 April meeting that all looked after children on Anglesey do not have access to a core dentist service to which they are fundamentally entitled was presented for the Panel's information. In her response to the Chair, the Chief Executive of the BCUHB explains how access to primary care dental services for children in care in North Wales is provided via two alternative routes – the Community Dental Service and General Dental Services and she outlines the remit of these services, as well as providing contact details for CDS clinics and general dental practices.

The Chair observed that the LAC Nurse in her report to the Panel at agenda item 4 confirms that following discussions within BCUHB it has been determined that care leavers can continue to access the community dental health service until the age of 21 and that the PI performance in Anglesey with regard to Dental Appointments for LAC children and young people is within acceptable thresholds.

It was agreed to note the correspondence as presented and to not also that the report of the LAC Nurse confirms that the PI performance for Dental Appointments for LAC and young people is within acceptable thresholds.

No further action arising.

4 SERVICE REPORTS - REPORT OF THE INDEPENDENT REVIEWING OFFICER

- The report of the Independent Reviewing Officer for the period from April to June, 2013 was presented for the Panel's consideration. The report provided information about the looked after population in Anglesey during the first quarter of 2013/14 including numbers and placements; the number of reviews held within statutory timescales; good practice issues in terms of placement and care planning and any issues arising along with risks and concerns and how those are being addressed. Also incorporated within the report was information about the LAC Review Service user feedback.

The Chair highlighted the salient points from the report as follows –

- The position with regard to the two young persons who continue to be missing from their placements.

The Principal Officer (Operations) updated the Panel by saying that these two cases remain open with the department as regards the continued allocation of a social worker to them and there is also continuing liaison with North Wales Police regarding the matter. A process has been put in place to risk assess with the aim of reducing or eliminating such occurrences in future. The IRO also reviews the situation regularly. In addition, a Missing Children and Child Sexual Exploitation of Children Task Group has been established and as part of the work of that group a meeting has been set up between the Principal Officer (Operations) and an official from Barnardos who has particular expertise in this area to develop local arrangements.

- Continuing concerns with regard to maintaining the stability of placements.

The Child Placement Team Leader updated the Panel on an invest to save proposal which was approved by the Council's Executive on 15th July. The Officer explained

that the proposal bid is for an investment of £50k to be used to employ a Recruitment and Marketing Officer and to promote fostering on the Island. The Recruitment and Marketing Officer will take a lead role in implementing the recruitment strategy in order to enhance the Child Placement team's interface with the public of Anglesey. The improvement in attracting prospective foster carers will raise the service's profile, increase placement choice for children on the Island thus improving the fit between the placement and the child's needs and will also reduce placement costs by reducing the use of private agency placements.

The Portfolio Member for Social Services said he had been seeking to prioritise this issue and that he strongly endorsed the invest to save strategy and its aim of bolstering the Council's own foster care service thereby providing improved placement choice and better serving the needs of children requiring care.

The Foster Carers Association's representative commented that the fact that the Foster Care Support team which supports existing foster carers has also been engaged in recruitment and assessment activity has posed a problem for a long time in so far as this dual responsibility has diluted the time they are able to give to support activities. He said that he believed that the number of foster carers has reduced over time for a number of reasons including a natural process of moving on; some are lost as a result of the investigative process and there is also the economic situation which has led to a situation where both adults in many two adult households are now working meaning they are not able to dedicate so much time to other activities such as fostering. He believed that foster carers are now more generally satisfied with the position as regards remuneration but that there is room for improvement with support matters especially with regard to investigations.

The Chair said that she wished to see foster carers as an integral part of the planning and delivery of a new strategy. The intention is to have in place clear targets in terms of response and follow up visits; more training courses so that a standard is set e.g. a time limit of 6 months for completing the assessment of foster carers from the initial contact.

- Children in the LAC system for over 12 months.

The Principal Officer (Operations) confirmed that a small number of children have been in the LAC System for significant length of time due partly to the inability to find a suitable placement for their needs. The Officer said that there is a shortage of families for children with specific development needs and that age is also a factor with older children proving more difficult to place.

The Chair commented that the Panel requires assurance that this matter is being addressed and that the service has not overlooked any consideration and she suggested that an audit be undertaken to this end with a report back to the Panel's next meeting.

The Chair proceeded to refer to prospective changes with regard to the Public Law Outline and she said that the Service's preparatory work plans to ensure that the Council conforms to the new processes which set out the expectations on all parties in taking care cases to court will be shared with the Panel at its next meeting.

It was agreed to accept the report and to note its contents.

Actions Arising:

- **The Principal Officer (Operations) to undertake an audit of the Service's approach and management of children in the LAC system for 12 months or over and to report back to the Panel at its next meeting.**

- **Head of Children's Services to provide the Panel at its next meeting with information regarding the service's preparatory work plans for conforming to changes in relation to the Public Law Outline processes.**
- The report of the LAC Education Liaison Officer for the first quarter of 2013/14 was presented for the Panel's consideration. The report provided information regarding the educational profile and status of the children/young persons with whom the Officer is working currently.

The Chair referred to the two group activity sessions which had been held during the period in which children and young people had participated in practical, creative and team activity work aimed at enabling the children to get to know each other, to improve self-esteem and to develop trust in others.

The Principal Officer (Operations) explained what the additional tutoring sessions for Year 11 pupils which were very well received, entailed. She said that the Service has decided to utilise a Welsh Government grant which was given to all authorities to improve the educational attainment of children in these years to engage a Learning Mentor who liaises with schools and specifically year 11, provides tuition and support with revision, and works on a one to one basis with the children. With residual money from the grant four looked after children were offered, and two received additional tuition in subjects where they felt they needed support in preparation for their GCSE examinations.

A member of the Panel enquired whether LAC school attendance rates compared favourably with those of other children and commented that the report did not cover this consideration. It was agreed that the LAC Education Liaison Officer be asked to provide this information in her next quarterly update to the Panel

It was agreed to accept the report and to note its contents.

Action Arising: LAC Education Liaison Officer to include LAC school attendance data in her next quarterly update to the Panel.

- The report of the LAC Nurse for the first quarter of 2013/14 was presented for the Panel's consideration. The report provided information about the health of the looked after population during the period including the number of health assessments undertaken and any issues arising thereon as well as achievements including confirmation that all LAC children and Care Leavers are now able to gain easy access to dental care.

The Chair highlighted the second graph for LAC Children's Health Assessments during the period and the Officer's commentary regarding what she anticipated would be a slight downward trend in performance initially as a change in the time schedule for the completion of the assessments is introduced, and she suggested that the LAC Nurse be asked to attend the Panel's next meeting to clarify the situation and that a dialogue be held with her in the interim to provide assurance that there are no breaches in performance as a consequence.

It was agreed to accept the report and to note its contents.

Actions Arising:

- **LAC Team Manager to ask the LAC Nurse to attend the Panel's next meeting to clarify the position with regard to the introduction of a new time schedule for the completion of health assessments and any issues arising therefrom.**
- **LAC Team Manager to arrange a dialogue with the LAC Nurse in the interim to obtain assurance that no breaches in performance have occurred, or are occurring.**
- The report of the LAC Team Manager for the first quarter of 2013/14 was presented for the Panel's consideration. The report provided data regarding the LAC population since 31 March, 2012 covering changes in LAC numbers and reasons, the legal status of looked after

children and young people, the type of placements and why, along with issues of good practice and planned actions. The report also contained an update on the three authorities which would pioneer the When I am ready arrangements – a scheme to facilitate more care leavers remaining with their former foster carers beyond the age of 18.

The following were highlighted as discussion points –

- The decline in LAC Team Statutory visits during April and May. However, preliminary data sources suggest that this has been largely remedied in June, 2013. A remedial action that is being implemented is that of monthly rather than 6 weekly statutory visits which it is intended will improve the service's statutory visits performance considerably.

It was pointed out by a member of the Panel that the quality of visits is as important as the frequency with which they are held. It was emphasised that it is essential to have in place a schedule of regular visits of quality in order to identify any potential issues before they become problems.

- Free Gym Membership for LAC children and young people

The LAC Team Manager informed the Panel that following discussion the Leisure Department has confirmed that it is only able to offer subsidised and not free gym membership to LAC children and young people and that a proposal made is a charge of £20 per month for a group of five individuals and then multiples thereof meaning that the cost of gym membership for 19 looked after individuals who are likely to make use of this facility and service would amount to approximately £1,000.

The Chair said she would raise the matter further with the Director of Community and notwithstanding the Children's service could look at whether it could meet the suggested payment and terms for membership she believed it to be an important matter of principle in the sense that there should be a whole Council approach to being a corporate parent meaning that each service within the corporate body should be considering how it approaches that responsibility and contributes to it.

It was agreed to accept the report and to note its contents.

Actions Arising:

- **Head of Children's Service to further raise the issue of free gym membership for LAC and young people with the Director of Community specifically in the context of the Council's corporate approach to being a corporate parent.**
- **A written report by the Aftercare Service to be provided to the next meeting of the Panel.**
- A report by the Child Placement Team was presented for the Panel's consideration which incorporated analysis of the type of placements made and the current position with regard to the health of the Fostering Service including the impact which an upward trend in the LAC population is likely to have on the service and the consequent need to plan for additional placements.

The Child Placement Team Manager elaborated on the "Invest to Save" initiative which had been approved by the Executive and which was intended to strengthen the Authority's own fostering service by placing renewed focus on recruiting new families to the service via a recruitment and Marketing Officer who will be employed to promote fostering on the Island. The proposal suggests net benefit of 20 new families over a post implementation period of 3 years, subject to further investment from savings. It is projected that this will produce significant net savings of approximately £300k over that period.

It was agreed to accept the report and to note its contents.

No further action arising.

5 INDEPENDENT ADVOCACY SERVICE

A first quarter report by the NYAS Advocacy Service was circulated to the Panel's Members at the meeting.

The Chair expressed disappointment regarding the commentary about lack of progression with regard to participation with Looked after children. She said that as the Head of Service she had requested that arrangements be put in place to this end and she informed the Panel that the report would be considered by the Service's Management Team later that week with a view to identifying officers to liaise with NYAS to arrange regular meetings between the Head of Service and children in receipt of care.

The Panel noted its concern that the report was not presented bilingually and was only available at the meeting.

The Panel acknowledged receipt of the report and it was agreed that it be given consideration at the next meeting.

No further action arising.

6 MATTERS FOR INFORMATION - CORPORATE PARENTING STRATEGY

A draft Corporate Parenting Strategy for 2013-16 was presented for the Panel's information and comment.

The Chair said that she believed that the Panel over time had become overly focussed on scrutinising Social Services activity with regard to Looked After Children and young people instead of developing a broader vision of corporate parenting and a strategy to fulfil that vision. Following a constructive discussion it had been agreed at a previous meeting of this Panel that work around a strategy would be undertaken following the completion of work on the Corporate Safeguarding Policy. That work has now been completed and an associated work programme is nearing completion thus allowing time to consider how the Panel can move forward with a corporate parenting strategy. An initial strategy as presented has been developed and pledges that every child in the Authority's care has access to the following –

- A home where they can feel safe valued and cared for
- Education to ensure that they achieve the best possible outcomes
- Health in the form of appropriate health care and advice
- Leisure so that they can enjoy a wide experience of leisure, cultural, sport and social activity to fulfil their potential
- Support when leaving care so that they can prepare for the future and make positive choices for independent living.

The Officer proceeded by saying that the intention is that the strategy should provide the Panel with specific themes around the pledges, and if it can be agreed with the Looked After population that this reflects their aspirations and desires and represents what is important to them and that it crystalizes what the Council as a corporate body wishes to achieve for the children in its care then an action plan can be developed with designated services leading on each theme as appropriate to their remit. Within those themes a programme of activity for the next three years can then be formulated which will enable those aspects to be fulfilled. In addition to being provided with the IRO report and the Children's Services report, the Panel would at each quarterly meeting invite 2 lead officers on the various themes to address the Panel on progress and achievements in relation to those themes. The intention is to instigate a shift in the Panel's focus so that it becomes more corporate in its outlook and places responsibility for meeting the pledges made to children and young people in the Authority's care on services across the Council.

The Panel considered the document and whilst they were agreed with the broad thrust of the strategy members did suggest that the expertise with regard to Looked After Children lies with Social Services.

The Chair acknowledged that Social Services have the expertise with regard to the statutory functions but the programme suggested by the Strategy presumes that the Council as a corporate body acts as a corporate parent thus taking responsibility for the other aspects of the care and welfare of looked after children encompassing physical wellbeing, leisure activities and employment opportunities. The Strategy seeks to provide a framework for the Council within which it can act as a corporate parent.

It was agreed to accept the Corporate Parenting Strategy for the purpose of further consultation.

7 THE PANEL'S MEETINGS SCHEDULE

Consideration was given to the Panel's current meetings schedule with a view to better enabling officers to report on full quarter outcomes whilst conforming to reporting timetables.

It was agreed to review the Panel's meetings schedule for the reasons given.

Action Arising: Committee Officer to formulate a new schedule of meetings for the remainder of the year with the consent of the Panel's regular Chair.

**Ms Anwen Huws (Head of Children's Services)
(In the Chair)**

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	The Executive
Date	9 September 2013
Subject	The Executive's Forward Work Programme
Portfolio Holder(s)	Cllr Ieuan Williams
Lead Officer(s)	Deputy Chief Executive
Contact Officer	Huw Jones Head of Service – Policy (Tel. 01248 752108)
Nature and reason for reporting:	
To seek approval of the Executive's updated Forward Work Programme in accordance with the Council's Constitution.	

A – Introduction / Background / Issues
See CH – Summary

B – Considerations
See CH – Summary

C – Implications and Impacts		
1	Finance / Section 151	-
2	Legal / Monitoring Officer	-
3	Human Resources	-
4	Property Services	-
5	Information and Communications Technology (ICT)	-
6	Equality	Impact assessments will need to have been undertaken on all new or revised policies submitted to meetings of the Executive

C – Implications and Impacts		
7	Anti-poverty and Social	-
8	Communication	-
9	Consultation	-
10	Economic	-
11	Environmental	-
12	Crime and Disorder	-
13	Outcome Agreements	-

CH – Summary	
1.0	Background
1.1	The Executive’s forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months. It includes information on the decisions sought and who the lead officers and portfolio holders are for each item.
1.2	The Executive’s Forward Work Programme for the period October 2013 – April 2014 is attached.
1.3	It should be noted, however, that the forward work programme is a flexible document as not all items requiring a decision will be known that far in advance and some timescales may need to be altered to reflect new priorities etc. Arrangements are therefore in place to review the list of items and submit updates to the Executive on a monthly basis. Both strategic and operational issues are covered to inform the scrutiny process. Some items are likely to be determined by portfolio holders under delegated authority.

2.0 **Role of Scrutiny**

- 2.1 The Board of Commissioners have already acknowledged the importance of the scrutiny role, and in particular task and finish groups, in the process of supporting the corporate work programme.
- 2.2 This work programme offers a basis for further developing the work of the scrutiny committees. Further refinement of the work programme will be necessary to ensure better alignment of the schedule of meetings in the future in order to allow for pre-decision scrutiny.

D – Recommendation

Members of the Executive are requested to:

confirm the attached updated work programme which covers October 2013 – April 2014;

identify any matters subject to consultation with the Council’s Scrutiny Committees and confirm the need for Scrutiny Committees to develop their work programmes further to support the Executive’s work programme;

note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.

Name of author of report: Huw Jones

Job Title: Head of Service - Policy

Date: 29 August 2013

Appendices:

Executive Forward Work Programme: October 2013 – April 2014.

Background papers

Previous forward work programmes.

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013



The Executive's forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months. It includes information on the decisions sought and who the lead Officers and Portfolio Holders are for each item.

The Executive's draft Forward Work Programme for the period **October 2013 – April 2014** is outlined on the following pages.

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

Some matters identified in the forward work programme may be delegated to individual portfolio holders for approval.

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

Issues to be reported to the Council's Sustainability Board are currently under review.

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
1	Corporate Plan 2013-17 Category: Strategic	Adoption of Plan in accordance with Policy Framework	Deputy Chief Executive	Huw Jones Head of Policy Cllr Alwyn Rowlands		To be confirmed	10 October 2013
2	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		21 October 2013	
3	2014/15 Budget Category: Strategic	To begin dialogue on the Executive's intentions.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		21 October 2013	
4	Changes to the Planning Procedure Rules Category: Strategic	To make recommendations to full Council.	Deputy Chief Executive	Lynn Ball Head of Function – Legal and Administration Cllr J Arwel Roberts		21 October 2013	5 December 2013 (or earlier extraordinary meeting, if convened)
5	HRA Subsidy Reform Category: Strategic	Changes and impact of the Housing Revenue Account subsidy system in Wales.	Community	Clare Williams Head of Function – Resources / Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		21 October 2013	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
6	Nuclear New Build – Blueprint for accommodation solutions Category: Strategic	To adopt recommendations as Council's formal response.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		21 October 2013	
7	Welsh Public Library Standards, Annual Return 2012-2013 Category: Strategic	Welsh Government / CyMAL: Museums Archives and Libraries Wales require the approval of the Authority of the Annual Return.	Community	Pat West & Rachel Rowlands Leisure & Culture Cllr Ieuan Williams		21 October 2013	
8	Môn/Gwynedd Building Control Integration Category: Operational	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts	June 2013	21 October 2013	
9	School Organisation Code Category: Strategic	To inform the Executive about changes in the School Reorganisation Code which will be effective from 1 October 2013 and how this will affect the Council's procedure for receiving objections to statutory school closure notices.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning Cllr Ieuan Williams		21 October 2013	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
10	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		4 November 2013	
11	Corporate Scorecard – Qtr2, 2013/14 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Alwyn Rowlands	28 October 2013	4 November 2013	
12	2013/14 Revenue and Capital Budget Monitoring – Qtr 2 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		4 November 2013	
13	Informal Carers – Commissioning Intentions and Priorities Category: Strategic	Approval.	Community	Anwen Davies Head of Adults' Services Cllr Kenneth P Hughes	28 October 2013	4 November 2013	
14	Future EU convergence Programme Priority Activities Category: Strategic	Secure formal support to underpin the Council's project development activity.	Sustainable Development	Dylan Williams Head of Economic Development Cllr Aled Morris Jones		4 November 2013	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
15	Community Benefit Contributions Category: Strategic	Secure formal endorsement for the Council's policy and strategy.	Sustainable Development	Dylan Williams Head of Economic Development Cllr Aled Morris Jones		4 November 2013	
16	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		2 December 2013	
17	2014/15 Budget Category: Strategic	To finalise the Executive's initial draft budget proposals for consultation.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		16 December 2013	
18	Supporting People Commissioning Plan 2014/15 Category: Strategic	Approval.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		16 December 2013	
19	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		13 January 2014	
20	Corporate Scorecard – Qtr 3, 2013/14 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Alwyn Rowlands	3 February 2014	10 February 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
21	2013/14 Revenue and Capital Budget Monitoring Report – Qtr 3 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		10 February 2014	
22	2014/15 Budget Category: Strategic	Adoption of final proposals for recommendation to the County Council.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones	Corporate – 14 Jan 2014 Partnership – 15 Jan 2014 Democratic – 30 Jan 2014	10 February 2014	27 February 2014
23	Housing Revenue Account (HRA) Business Plan and HRA Shadow Business Plan Category: Strategic	Approval.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		10 February 2014	
24	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		17 February 2014	
25	Local Housing Strategy Category: Strategic	To approve the strategic direction.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 February 2014	
26	Housing Rents 2014/15 Category: Operational	Approval of proposed rent increase for 2014/15 for Council house tenants.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 february 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2013 – April 2014

Updated: 29 August 2013

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
27	Housing Service Charges Category: Operational	Adoption of proposal to introduce service charges to tenants.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 February 2014	
28	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		17 March 2014	
29	Annual Equality Report Category: Strategic	To approve the annual report for publication	Deputy Chief Executive	Huw Jones Head of Policy Cllr Kenneth P Hughes		17 March 2014	
30	Public Sector Housing Capital Programme 2014/15 Category: Strategic	To approve the capital programme and allocated budget.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 March 2014	
31	Common Allocations Policy Category: Strategic	Adoption of new Common Allocations Policy.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		17 March 2014	
32	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Head of Policy Cllr Ieuan Williams		22 April 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO	MEETING OF THE EXECUTIVE
DATE	9 SEPTEMBER 2013
SUBJECT	REVENUE BUDGET MONITORING, QUARTER 1 2013-14
PORTFOLIO HOLDER(S)	COUNCILLOR HYWEL EIFION JONES
LEAD OFFICER(S)	CLARE WILLIAMS
CONTACT OFFICER	TONY FURBER
Nature and reason for reporting:	
<p>This report outlines the position on the Council's revenue spending for the first quarter of 2013-14, together with a projected position for the year as a whole, an overview of available reserves and a review of progress by services in achieving agreed savings.</p>	

A – Introduction / Background / Issues

1. In March 2013 the Council set a net budget with net service expenditure of £128.8m and a contribution to general balances of £500k, giving a total of £129.3m to be funded from Council Tax Income and general grants.

2. This report sets out the financial performance of the Council's services for the first three months of the financial year and the projected position for the year as a whole, identifying the overall position and the sources of the main variances.

3. The overall projected financial position is a £1.299m overspend, explanations for significant variances are included within the report.

4. The budget for 2013-14 included required savings of £2.860m. These have been incorporated into the individual service budgets and achievement or non-achievement of these is reflected in the net under/overspends shown.

5. Together these present the overall position in the management of the Council Fund for the year to date.

B – Considerations

- General Balance – Opening Position And Planned Contribution In 2013-14**
1. As reported to the Executive at its meeting on 9 June 2013, the final outturn position for 2012-13 was significantly better than expected, so that the general balance at the start of the current financial year stood at just over £6m. (This figure remains provisional until the Statement of Accounts for 2012-13 is approved later this month. No variation to it has been identified during the progress of the annual audit to date).

Quarter One – Financial Performance By Service

2. Detail of financial performance by service for the first three months of the year, and the projected outturn position for each, is set out in Appendix A. The overall forecast is for a net overspend on services of £1.299m. A summary identifying the main variances is shown below.

Summary projected Variance at 31.3.14 based on Quarter 1 Financial Information	
	Under/ (Over) Spend £'000
Central Education	593
Social Care	(1,295)
Leisure and Culture	(184)
Highways	(112)
Planning	(98)
Property	(159)
Corporate Management	(60)
Benefits Granted	(330)
Other	346
	(1,299)

3. Explanation of significant variances

Central Education £593k projected underspend

The underspend is due to additional income expected for post 16 and SEN. This income was not expected at the setting of the budget and is due to a review of the formula of the grant. The SEN is a volatile budget it is therefore possible the underspend could significantly reduce by the financial year end.

Social Care £1.295m overspend

The projected deficit of £1.295m is due to overspending in Residential care £363k Residential Mental Health Care £200k, underachieved income £232k Telecare and £500k in respect of savings the service is yet to deliver from the programme for the transformation of adult social care as set out in the Executive report in February 2013.

Officers are currently developing plans to deliver the savings identified and reduce the financial pressure on the service. Progress towards these will be monitored closely on a monthly basis, and progress reported in quarter 2 financial monitoring report.

Leisure and Culture overspend £184k

The Leisure centres are forecasting an overspend of £41k and parks and outdoor facilities £76k overspend, golf course £55k overspend and Archives £32k overspend. Officers are in the process of carrying out a full review of Leisure and Culture with an aim to achieve a balanced budget by the financial year end. Progress will be reported in quarter two financial monitoring report.

Highways overspend £112k

The overspend is due to the budgeted income for parks and development control not being achieved in quarter one. It is possible that the budget will balance by the end of the financial year.

Planning overspend £98k

The overspend is mainly due to budgeted planning income not being achieved in quarter one however it is possible that the budget income will be achieved by the end of the financial year.

Property overspend £159k

The overspend is mainly due to underachieved income.

Benefits Granted £330k (£250k Council Tax; £80k Discretionary Housing payments)

As from April 2013, Council Tax Benefit was replaced by the localised Council Tax Reduction Scheme. Up to April 2013 the recovery of council tax benefits from the Department for Work and Pensions (DWP) was more or less 100% of the benefits expenditure. From April 2013 the Council was allocated a fixed grant based on the average case load over three years, i.e. 2009/10 – 2011/12, from the Welsh Government.

It appears that the Welsh Government grant is insufficient to cover the increase in case load in Quarter 1 and associated Council Tax support liability for the year. The shortfall is projected to be £250k.

There is no provision within the 2013/14 budget for discretionary housing payments (DHP) in excess of the DWP grant. Due to welfare changes introduced in April 2013 i.e. spare room subsidy ("bedroom tax"), benefit cap, continued local housing allowance reforms and limiting of annual benefit increases to 1%, it is projected that current DHP payments will be £80k in excess of the DWP grant of £136k.

It is possible that the benefit claims could either increase or decrease by the financial year end, and is difficult to predict, as this will depend upon the future social and economic environment, demography, migration, and the prospects of employment within Anglesey.

Other net underspends £346k

This relates to the range of services for which the projected variance for the year is not shown in highlight in Appendix A.

The principal ones are:

- *Economic Development £98k underspend.* This relates to the profile of expenditure on match funding in respect of European Grants. Although an underspend is expected at the end of the year, the monies will be effectively committed against expenditure in the first months of 2014-15.
- *Waste £150k underspend.* £100k relates to contingency funding for the Penhesgyn gas management facility and £64k to savings on the Waste Collection contract, with the balance attributable to a range of smaller variances.
- *ICT £128k underspend.* This relates to staffing savings.

4. In the 'Funded By' section of Appendix A, Council Tax come is shown as flat against budget. There are some indications that there may be some over-achievement of income, but again these are not yet firm enough to incorporate them within the projected outturn.

C – Implications and Impacts	
1	Finance / Section 151
2	Legal / Monitoring Officer
3	Human Resources
4	Property Services (see notes – separate document)
5	Information and Communications Technology (ICT)
6	Equality (see notes – separate document)
7	Anti-poverty and Social (see notes – separate document)
8	Communication (see notes – separate document)
9	Consultation (see notes – separate document)
10	Economic
11	Environmental (see notes – separate document)
12	Crime and Disorder (see notes – separate document)
13	Outcome Agreements
CH – Summary	
<p>The report sets out the financial performance of the Council's services in the first quarter of 2013-14 and, based on this, sets out a projected year-end position of an overspend of £1.299m. The sources of the overspend are identified and the principal one is the continuing overspend in Adult Social Care, which at £1.295m is almost equal to the net projected deficit. A number of other overspending services are identified, together with some offsetting underspends, the main one resulting from additional grant income in Education of £600k.</p> <p>An analysis of the main overspending areas is shown and the actions being taken to address them are outlined.</p>	
D – Recommendation	
<p>It is recommended that:</p> <ul style="list-style-type: none"> • The position set out in respect of financial performance to date, the projected year-end deficit, actions being taken to address this, be noted and monitored. • That the impact increase of claimants be noted and monitored. • That approval is given for the use of £60k from the Performance Improvement Reserve, to fund the costs in 2013-14 of the post of Corporate Programme Manager. (B5) • That the funding of this post for future years be the subject of a growth bid within the 2014-15 budget process. 	

Name of author of report: Clare Williams, Head of Function (Resources)/ S151 Officer

Appendices:
Background papers

FINANCIAL PERFORMANCE APRIL TO JUNE 2013 AND PROJECTED OUTTURN 2013-14

Directorate	Actual + Commitments Q1 £'000	Profiled Q1 £'000	Variance Q1 £'000	Projected Outturn Expenditure £'000	Budget For Year £'000	Projected Variance For Year £'000
Lifelong Learning						
Delegated Schools Budget				43,354	43,354	0
Central Education	588	782	194	7,370	7,963	593
	588	782	194	50,724	51,317	593
Communities						
Social Care	5,470	5,761	291	31,410	30,115	-1,295
Leisure and Culture	811	753	-58	4,897	4,713	-184
Housing	1,575	1,573	-2	1,206	1,204	-2
	7,856	8,087	231	37,513	36,032	-1,481
Sustainable Development						
Economic Development	1,206	1,274	68	1,504	1,602	98
Fleet	125	0	-125	0	0	0
Highways	2,264	2,182	-82	10,740	10,628	-112
Planning	328	246	-82	1,710	1,612	-98
Public Protection	355	353	-2	1,478	1,476	-2
Property	78	-33	-111	979	820	-159
Rechargeable Works	109	52	-57	0	0	0
Directorate Management	15	14	-1	57	57	0
Waste	1,979	2,004	25	8,437	8,587	150
	6,459	6,092	-367	24,905	24,782	-123
Deputy Chief Executive						
Corporate- Other Services	377	384	7	2,009	2,016	7
Audit	57	56	-1	1	1	0
Corporate And Democratic Costs	242	245	3	2,150	2,154	4
Corporate Management	273	258	-15	1,045	985	-60
Finance - Excl Benefits Granted	708	693	-15	980	966	-14
Finance - Benefits Granted	2,489	2,230	-259	5,643	5,313	-330
Human Resources	158	143	-15	33	0	-33
ICT	401	425	24	-128	0	128
Legal and Administration	394	443	49	397	437	40
Policy	167	149	-18	30	0	-30
Corporate Finance	2,808	2,808	0	4,750	5,250	500
	8,074	7,834	-240	16,910	17,122	212
	22,977	22,795	-182	130,052	129,253	-799
FUNDED BY						
Council Tax Income				28,023	28,023	0
Special Grant				458	458	0
Outcome Agreement Grant				545	545	0
Revenue Support Grant				22,024	22,024	0
National Non-Domestic Rate Pool				78,203	78,203	0
				129,253	129,253	0

RECONCILE TO COUNCIL 050313, ENCLOSURE F, TABLE B

	Original	Addition- al Council Tax Income	Move Outcome Agreement Grant To TNSGI	Revised
Budget Requirement	128,492	166	545	129,203
Discretionary Rate Relief	50			50
Grand Total	128,542	166	545	129,253
Council Tax Income	27,857	166		28,023
Special Grant	458			458
Outcome Agreement Grant	0		545	545
Revenue Support Grant	22,024			22,024
National Non-Domestic Rate Pool	78,203			78,203
	128,542	166	545	129,253

ISLE OF ANGLESEY COUNTY COUNCIL

REPORT TO:	THE EXECUTIVE COMMITTEE
DATE:	9 SEPTEMBER 2013
SUBJECT:	BUDGET MONITORING REPORT FIRST QUARTER 2013/14 - CAPITAL
PORTFOLIO HOLDER:	COUNCILLOR H E JONES
LEAD OFFICER:	CLARE J WILLIAMS
CONTACT OFFICER:	CLARE J WILLIAMS (EXT: 2601)

Nature and reason for reporting:

To enable the Executive to be responsible for monitoring of budgets at a corporate level.

A - Introduction / Background / Issues

1. BACKGROUND

1.1 This is the capital budget monitoring report for the first quarter of the financial year. Appendix A is a summary of expenditure against the budget up to the end of June.

2. PROGRESS

2.1 Expenditure to the end of June is £2.2m on general schemes, which equates to 13% of the total budget. This is marginally ahead of the same time last year (£1.8m, 12%). Some large schemes were ongoing in the first quarter of 2012/13 but were completed by the end of that year, the most significant being the Coastal Environment scheme. Additionally, three other significant scheme saw reduced expenditure this quarter compared to the same period last year; (i) the smallholdings programme of improvements was modified last year as a result of capital receipts falling behind expenditure and that theme has continued into this year; (ii) the Household Waste Recycling Centre works at Penhesgyn were significantly complete by the end of 2012/13, with a tailing off of expenditure this year; and (iii) the Three Towns (Convergence) Scheme.

2.2 Expenditure to the end of June on housing schemes is £0.4m, which is 6% of the total housing budget. This is at a far lower level than last year (£1.8m, 15%) due to the WHQS programme of works (which accounted for £1.3m of the expenditure in quarter 1 of 2012/13), which was completed in the third quarter of 2012/13.

2.3 Total expenditure to the end of June is 11% of the budget. This is due to a number of large schemes being weighted towards the second half of the year.

2.4 These reports normally focus on grant aided schemes and other projects where there can be considerable risk if projects slip or over-run the budget. As previously reported, the number of grant aided projects has reduced following cuts in Welsh Government budgets although there are some large European Grant aided projects underway (being the Three Towns scheme and the Llangefni and Mona Sites and Premises project). There are also currently seven (three continued from 2012/123) Welsh Government aided projects underway, the most significant of which being the relocation of Ysgol y Bont.

2.4.1 The three most significant projects in terms of risk are detailed below:-

- The budget for the relocation of Ysgol y Bont is £6.3m (including £1.8m slippage) for 2013-14 out of a total approved project budget of £10.9m (70% WG funded). As previously reported, the project was several weeks behind schedule at the end of 2012/13, mainly due to inclement weather. This did not affect the grant eligibility for that year, with the grant claimed in full. The project is expected to be completed late December 2013. This is not expected to affect grant funding eligibility, with the expenditure targets set by WG expected to be achieved based upon the latest cashflow projections. There is a risk of overspend arising as a result of the extended construction period, for which a contingency has been made. However, there is the risk of the contingency being insufficient and the project being overspent. It is not possible at this stage to make clearer projections but the project is being closely monitored and any identified risks are being mitigated as far as possible.
- The smallholdings programme of improvements (financed from the ringfenced capital receipts from the sale of smallholdings) is in its fourth year and the prioritised schedule of works for the current year have been progressed up to tender stage, pending approval to commence the site works. The programme of income generation has been under further review in order to reflect the depressed market conditions, which have resulted in the timing of capital receipts falling behind expenditure over the past two years. The programme continues to run ahead of capital receipts, with a deficit of £1,590k brought forward from 2012/13. It is anticipated that the revisions to the programme of works and the sales of smallholdings will see the programme return to a balanced/surplus funding position during 2013/14. The programme of expenditure is to be reviewed further during the year prior to committing to further site works and in light of ongoing developments with regard to capital receipts.
- The final scheme to note is the Beaumaris Pier project (part of the Coastal Environment Scheme). It has previously been reported that although the renovation works have been completed, there are on-going discussions over the actual value of the works carried out under the contract. This may result in the Council being required to pay an additional sum under the works contract but the value of this sum cannot be assessed with any certainty at this time.

B - Considerations

3. RESOURCES

3.1 Capital Grants

- 3.1.1** The Council's bids have already been approved for the current Convergence programme, both direct and indirect, and the match funding has already been earmarked for these schemes. Since the end of the quarter the opportunity has arisen to bid for additional funding from the Coastal Environment Scheme, which could result in additional funding of up to £1.5m becoming available. At present the proposals are being finalised and matchfunding options investigated.
- 3.1.2** The current WG regeneration area programme (including Môn a Menai) will end at the end of this year. This is going to be replaced, from 2014/15 by the new regeneration framework for Wales entitled 'Vibrant and Viable Places'. This has made £90m available across Wales, for the three years up to March 2017. The funds are being targeted by the Welsh Government at strategically important places in economic need that involve the regeneration of Communities First areas, town centres or seaside towns. This Authority's Strategic Outline Programme (SOP) was submitted just after the end of quarter 1 (in July) and centres on Holyhead, with a bid of £9.6m. Given the targeted and limited funding only a small number of the first stage bids are expected to be successful. The outcome is expected this September.

3.2 Capital Receipts

3.2.1 The budgeted usable capital receipts for this year, after the effect of 2012-13 outturn and the receipts to date, are as follows:-

	Budget £'000	Received to 30 June 2013 £'000
Housing HRA		
Right to Buy Sales	75	Nil
Land Sales	500	Nil
Private Sector Housing		
Sales of plots	}150	14
Repaid charges		
Repaid grants		
Council Fund:		
Smallholdings	[250]	Nil
General		
Industrial	} 600	100

* Smallholdings income against indicative budget.

**The Authority's funding in the year for the relocation of Ysgol y Bont is derived from the anticipated capital receipts from the future sale of the Ysgol y Graig site.

3.2.2 HRA capital receipts are short of the budget, with no sales made in the first quarter. It is expected that right to buy sales will be made during the remainder of the year.

3.2.3 Private sector housing capital receipts are quite far below the budget for the year. These receipts are more challenging to forecast as they are driven by the actions of the recipient of the funding.

3.2.4 Council fund capital receipts are £0.5m short of the annual budget. However, from current sales activity and negotiations taking place it is expected that the budget will be met by the year end.

3.2.5 The smallholdings capital receipts are discussed referred to within Section 2.4.3.

4. CHANGES AND POTENTIAL CHANGES THIS YEAR

4.1 There are no changes or potential changes that have come to light since the previous report.

4.2 Unallocated contingencies are as follows:-

	B/fwd 2012-13 £'000	Budget 2013-14 £'000	Allocated 2013-14 £'000	Total Available 2013-14 £'000
Matchfunding / Regeneration	784	Nil	Nil	784
Leisure Improvements Reserve	197	Nil	Nil	197
Asset Rationalisation	1,272	850	Nil	2,122
Unallocated	460	Nil	Nil	460
Feasibility Studies	460	Nil	Nil	460
Unsupported Borrowing*	Nil	1,000	Nil	1,000

* The unused element of the unsupported borrowing contingency is not carried forward into the new year.

The 'unallocated' contingency was reported in the 2012/13 outturn report as being £1m. Having reviewed capital resources and taken a view on the shortfalls in capital receipts over recent years the affordable limit for this contingency was calculated as being £460k.

If it becomes apparent that the budgeted capital receipts are not going to be achieved it may be necessary to scale back the potential use of the unallocated contingencies.

5. LOOKING AHEAD

- 5.1** There are currently two significant schemes worthy of note at this point; the Welsh Government backed 21st Century Schools programme and the asset rationalisation programme.
- 5.2** There are two elements to 21st Century Schools programme to note. These are the Strategic Outline Case (SOC) for the Band A schemes and the Strategic Outline Programme (SOP) for the programme as a whole.
- 5.2.1** The Band A SOC that was initially approved contained a single scheme for a new primary school in Holyhead. As previously reported, and continues to be the case, this scheme is on hold whilst investigation and options appraisal works are performed. It is anticipated that the Band A SOC will be submitted to WG in early 2014.
- 5.2.2** A revised SOP is currently being produced. The SOP covers the entire programme (Bands A to D). It was previously reported that the revised draft was due to be submitted by mid June 2013. Due circumstances such as negotiations with WG regarding the funding package that will be made available the revised SOP has not as yet been finalised.
- 5.2.3** Progress with the Band A SOC and the SOP are being reported separately and updates will be included in these quarterly reports as appropriate.
- 5.3** It has previously been reported that Local Partnerships have been working with officers to carry out option appraisal work with regards to the Council's asset rationalisation programme. A report on the 'Options Appraisal of Potential Delivery Solutions' was provided earlier in the year. Since then Local Partnerships have been retained to carry out further work during the summer to develop proposals that are aligned with the transformation of key services and the associated asset requirements. It is intended that relevant services will be presenting their transformation plans in due course.

C - Implications and Impacts

1	Finance / Section 151	
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services (see notes – separate document)	Property related implications are included in the report.
5	Information and Communications Technology (ICT)	
6	Equality (see notes – separate document)	
7	Anti-poverty and Social (see notes – separate document)	
8	Communication (see notes – separate document)	
9	Consultation (see notes – separate document)	
10	Economic	
11	Environmental (see notes – separate document)	
12	Crime and Disorder (see notes – separate document)	
13	Outcome Agreements	

CH - Summary

The expenditure on general schemes to the end of June was £2.2m (13% of total budget). Housing schemes incurred expenditure of £0.4m (6% of the total housing budget) to June. The overall expenditure was 11% of total budget, as many of the larger schemes are weighted towards the second half of the year.

There are schemes that contain risk relating to over running the budget or related to the receipt of grant funding. The significant schemes to note are the relocation of Ysgol y Bont, the final negotiations for Beaumaris Pier renovation works and the smallholdings programme of improvements. Work is ongoing to ensure that any risks arising from all schemes are properly identified and minimised.

During the quarter works were performed to produce the bid for the replacement for the current WG regeneration area programme. The new scheme is called 'Vibrant and Viable Places' and the outcome of this Authority's bid (£9.6m) will be known in September. Since the end of the quarter the opportunity to bid for additional Coastal Environment (Convergence) Scheme funds has arisen. The proposals are currently being developed and could result in additional funding for new schemes of up to £1.5m.

Total capital receipts to the end of June were £0.1m (excluding ring fenced small holdings receipts), all of which were Council Fund receipts. General and industrial capital receipts are expected to reach the budgeted £0.6m by year end. Smallholdings capital receipts, which are ring fenced for the smallholdings improvement programme, were £1.7m behind the expenditure incurred to 30 June. The smallholdings programme is expected to move to a balanced/surplus position by the year end.

Looking ahead, there are currently two significant schemes to note; these are the 21st Century Schools programme and the asset rationalisation programme. A revised SOP for the 21st Century Schools programme is currently being produced. The Band A SOC is then expected to be submitted in early 2014. With regards to the asset rationalisation programme, Local Partnerships are continuing to assist services and it is intended that relevant services will be presenting their transformation plans in due course.

D - Recommendation

To note progress of expenditure and receipts against the capital budget.

Name of author of report: Clare J Williams

Job Title: Head of Function (Resources)

Date: 19 August 2013

Appendices:

Appendix A: Capital Budget 2013-14 – Summary: June 2013

Background papers

None

CLARE J WILLIAMS
HEAD OF FUNCTION (RESOURCES)

19 AUGUST 2013

Capital Budget 2013-14 : June 2013

Projects	Budget 2013-14 £'000	Slippage 2012-13 £'000	Total £'000	Expenditure		Comments
				£'000	%	
Housing	5,848	1,227	7,075	428	6	
Housing Revenue Account (HRA)	4,948	0	4,948	300	6	The expenditure for the first quarter is low as projects gain momentum, with the majority of the expenditure weighted to the second half of the year. The comparative expenditure for quarter 1 2012/13 was £1.8m, being 15% of the budget. The reason for the significant difference is that the WHQS programme was completed in 2012/13 and that accounted for the majority of the expenditure.
Private : Grants	900	774	1,674	128	8	The grants and loans schemes are expected to gain increased momentum during the year and a significant part of the budget is expected to have been spent by the year end.
Affordable Housing	0	453	453	0	0	Proposals are being considered for the budget priorities. In 2012-13 the significant portion of the expenditure was a grant to Cymdeithas Tai Eryri towards the 'Home Buy / Mortgage Rescue' scheme. A similar payment is being considered this year, although set against competing expenditure priorities.
Education	6,185	2,712	8,897	1,479	17	
Ysgol y Bont – Relocation	4,500	1,868	6,368	1,307	21	As previously reported, the project was several weeks behind schedule at the end of 2012/13, mainly due to inclement weather. This did not affect the grant eligibility for that year, with the grant claimed in full. The project is expected to be completed late December 2013. This is not expected to affect grant funding eligibility, with the expenditure targets set by WG expected to be achieved based upon the latest cashflow projections. There is a risk of overspend arising as a result of the extended construction period, for which a contingency has been made. However, there is the risk of the contingency being insufficient and the project being overspent. It is not possible at this stage to make clearer projections but the project is being closely monitored and any identified risks are being mitigated as far as possible.
21st Century Schools Band A - New Primary School Holyhead	545	42	587	3	1	As previously reported, the Strategic Outline Case (SOC) for the Band A Scheme (new primary school in Holyhead) is currently on hold whilst investigation and options appraisal works are performed. It is anticipated that this SOC will be submitted to WG in early 2014.
Flying Start Capital Grant 2013/14	550	0	550	0	0	Approval has been sought from WG to amend the plans for expenditure to enable an improved alignment to the expenditure priorities and requirements and to accommodate revised and updated estimates of cost. This confirmation is awaited and there may, therefore be a revision to the budget. Subject to WG approval and it is expected that all the intended projects will be completed before the year end and the grant funding claimed.
Learning in Digital Wales (LiDW) Grant 2013/14	590	0	590	0	0	WG have approved the detailed expenditure plans and the project is now underway. It is expected that the project will be completed on schedule (completion by the end of January 2014) and the grant claimed in full.
Education : Other	0	802	802	169	21	This relates to minor works schemes in the various schools. The budgets are fully committed and progress is as expected.
Regeneration	5,505	-568	4,937	624	13	
Econ Dev: Strategic Infrastructure - Sites and Premises	300	150	450	0	0	As previously reported, the scheme is in the preparatory stages, with a project officer and architectural design consultants having been appointed and the masterplan being developed. The planning application is due to be submitted, with a decision expected this September. The scheme is expected to be completed in 2014/15.
Econ Dev : Other	70	866	936	20	2	This mainly relates to the matchfunding and partnership funding contingencies, both of which have been almost fully committed.
Property: Smallholdings Programme of Improvements	250	-1,590	-1,340	141	-11	The programme of smallholding improvements is in its fourth year and the prioritised schedule of works for the current year have been progressed up to tender stage, pending approval to commence the site works. The programme of income generation has been under further review in order to reflect the depressed market conditions, which have resulted in the timing of capital receipts falling behind expenditure over the past two years. The programme continues to run ahead of capital receipts, with a deficit of £1,589k at the year end for 2012/13. It is anticipated that the revisions to the programme of works and the sales of smallholdings will see the programme return to a balanced/surplus funding position during 2013/14. The programme of expenditure is to be reviewed further during the year prior to committing to further site works and in light of ongoing developments with regard to capital receipts.

Projects	Budget 2013-14 £'000	Slippage 2012-13 £'000	Total £'000	Expenditure £'000 %		Comments
Waste Management: Civic Amenities Site – Penhesgyn	0	6	6	212	3533	The HWRC site was completed and opened in July. As previously reported, the initial budget was increased from £850k to £1m to enable additional enhancement works to be performed. Further expenditure was incurred in Quarter 2 of this year and the project is expected to be overspent on the £1m budget by circa £0.3m. Part of the overspend is attributable to the initial designs/plans and the service is investigating options to minimise the final cost to the Authority, whilst additional work was commissioned, namely constructing an additional slab for storage of green waste and further concreting works for access roads and car parking.
Physical Regeneration (3 Towns)	2,000	0	2,000	50	3	The significant portion of the budget relates to Holyhead Townscape Heritage Initiative projects. The scheme is gaining momentum, with a significant increase in applications and awards expected over the coming months.
Highways: Local Government Borrowing Initiative 2013/14	1,800	0	1,800	201	11	The works are expected to gain momentum during the year, being weighted towards the second half of the year. It is expected that all the programmed works will be completed by the year end.
Highways: Regional Transport Consortia Grant 2013/14	663	0	663	0	0	This grant is for road safety and transport schemes. The road safety schemes have a grant allocation of £105k. Preparatory works are underway but no works have commenced on site. Officers are currently seeking approval to make an amendment to the programme. The transport schemes have a grant allocation of £558k. Preparatory works are underway, with the majority of the expenditure expected in the second half of the year. The works are loaded towards the second half of the year as the grant funding was only confirmed this April.
Highways : Safe Routes in Communities Grant 2013/14	422	0	422	0	0	Since the end of the quarter works have commenced on site. The project involves some more complicated aspects such as land purchase, design and consultation. Progress is currently as expected. The significant portion of the scheme is expected to be complete by the end of this December, with the grant expected to be utilised in full by year end.
Other	1,300	1,655	2,955	131	4	
Highways : Other	650	188	838	23	3	A third of this budget relates to the budget for vehicles, with options appraisal work ongoing and expenditure incurred in the second quarter. The remainder of the budget relates to resurfacing works, structures and street lighting. Expenditure in this is expected to gain momentum, being weighted towards the second half of the year.
Property: Other	650	321	971	101	10	This mainly relates to disabled access and building risk management work, the budgets for which are fully committed. The works are proceeding as anticipated.
Other Departmental Schemes	0	1,146	1,146	7	1	The majority of this budget relates to grants to third party schemes, funded by the Welsh Government. It also includes ICT budgets, including a contingency for future requirements.
Total	18,838	5,026	23,864	2,662	11	

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	9.9.13
Subject	Performance Report 2012/13
Portfolio Holder(s)	Councillor Alwyn Rowlands
Lead Officer(s)	Huw Jones (2108)
Contact Officer	Gethin Morgan (2111)
Nature and reason for reporting:	
<p>There is a Statutory requirement under the Wales Programme for Improvement and the Local Government Measure (2009) for the council to report its performance on previous years activity before the end of October each year.</p>	

A – Introduction / Background / Issues
<p>The Council needs to publish a forward looking plan Corporate Plan as soon as practicable after the 1st April each year, a document which contains the Authority’s main priorities and Improvement Objectives for the year. In addition the Council is also required to compile and publish its annual Performance Report by 31st October annually - documenting and analyzing past performance over the financial year. This paper covers the production of the ‘Draft’ Performance Report for 2012/13 which looks back over the council’s performance for 2012/13, and is presented as a brief summary of the main headings to be found within the actual Performance Report document.</p> <p>The Performance Report needs to be presented to full Council for approval before the end of October 2013.</p>

B – Considerations
<p>The main considerations are as follows:-</p>
<p>Strategic focus and priorities</p> <p>The Plan looks at progress the Council has made against its five strategic priorities:-</p> <ol style="list-style-type: none"> 1. Anglesey has a thriving and prosperous rural economy 2. People in Anglesey achieve their full potential 3. People in Anglesey are healthy and safe

4. People in Anglesey enjoy, protect and enhance their built and natural environment for future generations
5. People in Anglesey are proud of their Council

Regulatory Activity

As well as continuing to address the our main priorities the Report also notes any Inspection and other regulatory work that was undertaken during 2012/13 in the Council.

Summary details are outlined in the audit and inspection reports referred to within the body of the Report.

Performance Indicators

Under the Performance Measurement Framework, each council in Wales has to collect and share data for National Strategic Indicators (NSIs) and also Public Accountability Measures (PAMs) under each service area. The full results for NSI and PAM Indicators for 2012/13 can be found in the Appendices to the finalized Report. This section within the plan looks at performance against the top, middle and bottom quartiles as well as against year on year performance and performance as benchmarked against other authorities.

(*note- PI data is not yet analysed for inclusion in the appendices)

Outcome Agreement

This year, 2012-13, was the last year of a three year programme for delivery of the Outcome Agreement (OAs) signed between the council and the Welsh Government (WG). Based on indications from our self-assessment work we believe that we will achieve 100% grant allocation again this year (awaiting WG discussion/confirmation at the time of writing).

Financial Performance 2012/13

There is reference within the document as regards the councils overall financial position and performance for 2012/13.

Ensuring equality and sustainability

The Council continues its commitment to equality, both in the provision of services and in its role as a major employer., and building and supporting sustainable communities has been identified as one of our key priorities. Mainstreaming sustainability across the Authority continues to be developed and further work is required to make sure that this is integrated in future plans.

Addressing our Improvement Objectives

This part of the Report contains our assessment of how we addressed and delivered our improvement objective actions during 2012/13, namely:-

- a. Improving Children’s Services so that children are protected from harm and abuse and that their wellbeing, independence and stability are promoted
- b. Regenerating our Communities so that we prevent homelessness and meet the housing and associated needs of homeless people
- c. Improve corporate Governance so that we ensure the Council fully delivers on its promise to promote and protect the interests of the island, its citizens and communities
- d. Realisation of our Outcome Agreement so that we ensure alignment and work in partnership to meet the aims of the Welsh Government

C – Implications and Impacts		
1	Finance / Section 151	
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services	
5	Information and Communications Technology (ICT)	
6	Equality	
7	Anti-poverty and Social	
8	Communication	
9	Consultation	
10	Economic	
11	Environmental	
12	Crime and Disorder	
13	Outcome Agreements	

CH – Summary
There is a Statutory requirement under the Wales Programme for Improvement and

the Local Government Measure (2009) for the council to report its performance before the end of October each year.

The Council's Corporate Plan is presented annually to the Council and contains information on the council's priorities and targets for each year. In addition the annual Performance Report needs to be published by 31st October annually documenting performance against the targets outlined within the Corporate Plan for that specific year.

This paper covers the production of the 'Draft' Performance Report - which looks back over the council's performance for 2012/13, and is presented as a brief summary of the main headings within the actual document. Further editorial and analysis work is required prior to finalizing the publication and Executive's attention is drawn to this fact upon receiving this report.

The final Performance Report will need to be presented to full Council for approval before the end of October 2013.

D – Recommendation

The Executive is requested to:

- Delegate authority to the Head of Service (Policy) in consultation with the Portfolio Holder & Executive's Business Manager to finalise the said draft of the 2012/13 Performance Report for consideration at the Full Council meeting 10th October, 2013.

Name of author of report: Gethin Morgan
Job Title: Business Planning and Programme Manager
Date: August 2013

Appendices:

Background papers

Local Government (Wales) Measure – 2009 Welsh Assembly Government

[Corporate Business Plan 2012/15](#)

ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	EXECUTIVE COMMITTEE
DATE:	9th SEPTEMBER 2013
TITLE OF REPORT:	CORPORATE SCORECARD Q1
PURPOSE OF REPORT:	FOR INFORMATION & SCRUTINY
REPORT BY:	HEAD OF POLICY
ACTION:	FOR INFORMATION AND SCRUTINY OF THE CORPORATE SCORECARD

1. INTRODUCTION

- 1.1 The Council's Performance Management review was undertaken earlier this calendar year and resulted in the formulation of a corporate scorecard. This score card was developed to identify and inform its users of progress against indicators which explicitly demonstrates the successful implementation of day to day activity of the Council.
- 1.2 The Corporate Scorecard is presented for consideration at today's Committee meeting – Appendix 1.

2. CORPORATE SCORECARD

- 2.1 The Corporate Scorecard was developed by Officers and Members during the 4th quarter of 2012/13 and is the output of 3 workshops and project board meetings during that period to identify relevant indicators.
- 2.2 The scorecard itself is in a developing period. Significant changes are being undertaken to traditional systems and practices within the Council. As a result, certain elements will need further time to embed themselves prior to all indicators being communicated.
- 2.3 The scorecard portrays the current end of quarter 1 position and will become a regular document for consideration by the Executive Committee every quarter.

2.4 The scorecard has previously been considered by the Council's Corporate Scrutiny Committee at their meeting on the 29th July, 2013.

3. RECOMMENDATIONS

3.1 The Committee is requested to scrutinise the scorecard and note areas of mitigation for Officers.

3.2 The Committee is also requested to consider and take note of the arising actions resulting from the Corporate Scrutiny Committee which are as follows –

3.2.1 Director of Community to report back to the Committee's next meeting on actions being taken to address service areas where the RAG status is red.

3.2.2 Director of Community to provide the service scorecard alongside the corporate scorecard to the Committee's next meeting

3.2.3 Performance Analyst to liaise with the Programme and Business Planning Manager regarding the feasibility of services providing more narrative information in the Notes section of the corporate scorecard.

People Management

Title	Actual	Target	RAG
01) Sickness absence - average working days/shifts lost	2.54	1.60	Red
02) No of staff with attendance of 100%	Collected every 6 months		
03) Short Term sickness (days)	4058.00		
04) Long Term sickness (days)	1942.00		
05) % of RTW interview held	34.59	90.00	Red
06) % of stress related sickness	8.50		
07) No. of occupational health referrals	75.00		
08) No. or workplace injuries	76.00		
09) % of PDR's completed within timeframe	64.00	70.00	Amber
10) Number of staff authority wide, including teachers and school based staff (FTE)	2347.36		
11) Number of staff authority wide, excluding teachers and school based staff(FTE)	1408.48		
12) Local Authority employees leaving (%) (Turnover) Annual	Annual		
13) No. of formal grievances (proved / upheld)	0.00		
14) No. of formal grievances (not proved / not upheld)	60.00		
15) No. of disciplinary investigations (proved)	2.00		
16) No. of disciplinary investigations (not proved)	0.00		
17) Local Authority employees made redundant	1.00		
18) No. of Agency Staff	24.00		
19) No. of Permanent grant funded posts	15.00		
20) No. of Temporary grant funded posts	79.50		
21) No. of collaborative posts supported (not hosted)	12.00		
22) No. of collaborative posts (hosted)	15.00		
23) Designated home workers	2.00		
24) % of staff with email facility	TBD		

Customer Service

Title	Actual	Target	RAG
01) No. of Successful complaints	6.00		
02) No. of unsuccessful complaints	4.00		
03) Complaints responded to within timescale	90.00	100.00	Amber
04) No of compliments	804.00		
05) No of Concerns	23.00		
06) No of customer focus groups held	None held to date		
07) No. of Ombudsman referrals	1.00	0.00	Amber
08) Customer satisfaction rating	Not enough data to compare		
09) Rate of reduction in telephone calls received (channel switching)			
10) Rate of reduction in letters received (further channel switching)			
11) Average time taken to answer telephone (seconds)	8.00		
12) % of telephone calls abandoned	15.30		
13) Customer response times (up to 3 for each service)	TBD		
14) Efficiency gains by channel switching			
15) No of incidents of a physical or verbal nature towards employees (H&S)	36.00		

Notes

Performance Management

Please note that the RAG score doesn't show benchmarking against other local authorities only the score in comparison with the local target

People Management

Sickness Absence related figures are for April & May only

Ref 1. Sickness Absence over target - Provider Unit (4.52), Childrens Services (3.98), Property (3.41), Adult Services (2.99), ICT (2.57), Education (2.33)

Ref 5. % RTW interviews calculation is marginally incorrect due to issues with long term sickness - Education (0%), Adult Services (40%), Provider Unit (46%)

Ref 19-22. Grant Funded Posts and Collaborative Posts - No data for Education

Financial Management

Title	Spend (£)	Variance (%)	RAG
01) Projected end of year position (over spend)	338258		Amber
02) Spend v Profile (Over spend) Adult Services	298231		Red
03) Spend v Profile (Over spend) Provider	121201		Red
04) Spend v Profile (Over spend) Property	111499		Amber
05) Achievement against efficiencies (over/under) Service 1	Report is being designed to produce the information for these performance indicators		
06) Achievement against efficiencies (over/under) Service 2			
07) Achievement against efficiencies (over/under) Service 3			
08) Income v Targets – Under / Overachieving			
09) Spend on externally commissioned services (£)			
10) Spend on externally commissioned services (% of budget)			
11) Spend v Salary (£)			
12) Spend v Salary (% of budget)			
13) Cost of agency staff (£'000)			
14) Cost of sickness absence (Notional cost)			
15) Grants Income – Welsh Government			
16) Grants Income - European			
17) Grants Income – Other			

Performance Management

Title	Actual	Target	RAG
01) £X private investment secured	50788.00	50788.00	Green
02) £X public investment secured	286000.00	286000.00	Green
03) 3% increase in tourism visits (%)	-1.50	3.00	Red
04) SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31st March	55.57	55.00	Green
05) SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	20.41	20.00	Amber
06) SCA/018b: The percentage of carers of adults who had an assessment or review of their needs in their own right during the year	65.70	85.00	Red
07) SCA/018c: The % of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	69.70	75.00	Amber
08) SCA/019: The % of adult protection referrals completed where the risk has been managed	92.86	95.00	Amber
09) LCL/001b: The no. of visits to public libraries during the year, per 1,000 per population	70895.00	70000.00	Green
10) LCL/004: The no. of library materials issued, during the year per 1,000 population	80235.00	70000.00	Green
11) No. of attendances (young people) at sports development / outreach activity programmes	34516.00	25000.00	Green
12) LCS/002b: The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population	150632.00	123335.00	Green
13) THS/012: The % of principal roads (A), non-principal (B) roads and non-principal (C) roads that are in an overall poor condition	11.20	11.50	Green
14) CMT/001: The % of total length of Rights of Way which are easy to use by members of the public	59.00	55.00	Green
15) Council Tax collection rate	93.40	97.00	Green
16) Closure of accounts according to Schedule	Yes	Yes	Green
17) Budget information to Services monthly	Yes	Yes	Green
18) No of corrections made to Payroll during period	4.00		Green
19) SCC/006: the % of referrals during the year on which a decision was made within 1 working day	99.62	100.00	Amber
20) SCC/011a: The % of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker	90.98	90.00	Green
21) SCC/042a: The % of initial assessments completed within 7 working days	95.90	85.00	Green
22) SCC/014: The % of initial child protection conferences due in the year which were held within 15 working days of the strategy	88.00	100.00	Red
23) SCC/025: The % of statutory visits to looked after children due in the year that took place in accordance with regulations	76.27	95.00	Red
24) SCC/43a: The % of required core assessments completed within 35 working days	90.91	75.00	Green
25) % of half day sessions missed in primary	Termly		
26) % of half day sessions missed in secondary			
27) No. of Permanent Exclusions			
28) No. of Temporary exclusions			
29) Average no. of days lost due to exclusions			
30) KS3 - % pupils achieving CSI	77.90		3rd Wales
31) KS4 - % 15 year olds achieving L2+	52.20		10th
32) KS4 - % 15 year olds achieving L2	73.90		13th
33) KS4 - % 15 year olds achieving L1	92.60		11th
34) KS4 - % 15 year olds achieving CSI	50.70		11th
35) HHA/002 The average number of days between homeless presentation and discharge of duty for households found to be statutorily homeless	490.00	750.00	Green
36) HHA/016 The average number of days all homeless families with children spent in bed and breakfast.	0.00	50.00	Green
37) HHA/017b the average number of days that all homeless households spent in other forms of temporary accommodation	534.00	975.00	Green

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	EXECUTIVE COMMITTEE
Date	9 SEPTEMBER 2013
Subject	DRAFT UPDATED LOCAL CODE OF GOVERNANCE
Portfolio Holder(s)	CLLR ALWYN ROWLANDS
Lead Officer(s)	DEPUTY CHIEF EXECUTIVE
Contact Officer	Einir Wyn Thomas x2605
Nature and reason for reporting	
Update of a policy document which is subsidiary to the Council's Constitution and does not require approval by full Council	
A – Introduction / Background / Issues	
<p>The CIPFA/SOLACE Framework Delivering Good Governance in Local Government requires local authorities seeking to meet best practice to adopt a Local Code of Governance. The aim of the Code is to bring together the key elements of corporate governance which exist within the Authority. The Executive approved the original Local Code of Governance on 15 October 2012.</p> <p>The Local Code is used as the basis for the annual review of governance, and the resulting Annual Governance Statement (AGS).</p> <p>Since last year then there has been a review by Wales Audit Office of our arrangements for the AGS. The Audit Committee has also discussed extending its role in relation to obtaining assurances about governance, and monitoring of action plans relating to governance.</p> <p>As a result of these reviews and of the conclusions of other national studies, the Local Code has been extended and redrafted.</p>	
B - Considerations	
<p>The main changes are to include the secondary principles, and to include reference to items from the developing governance action plan.</p> <p>The Schedules have also been introduced with this draft.</p>	
C – Implications and Impacts	
1	Finance / Section 151 (consulting on draft)
2	Legal / Monitoring Officer Support the Report

C – Implications and Impacts		
3	Human Resources	n/a
4	Property Services	n/a
5	Information and Communications Technology (ICT)	n/a
6	Equality	n/a
7	Anti-poverty and Social	n/a
8	Communication	n/a
9	Consultation	n/a
10	Economic	n/a
11	Environmental	n/a
12	Crime and Disorder	n/a
13	Outcome Agreements	n/a

CH - Summary

The draft Local Code of Governance has been updated following review and the Executive is asked to adopt the revised code.

D - Recommendation

That the Executive adopts the revised Local Code of Governance

Name of author of report: Einir Wyn Thomas

Job Title: Head of Service

Date: 27 August 2013

Appendices:

Draft Local Code of Governance with related Schedules

Background papers

**ISLE OF ANGLESEY COUNTY COUNCIL
LOCAL CODE OF GOVERNANCE
Draft for Executive – September 2013**

Introduction

1. Corporate Governance is the system by which local authorities direct and control their functions and relate to their communities. It is founded on the basic principles of openness and inclusivity, integrity and accountability together with the overarching concept of leadership. It is an inter-related system that brings together the underlying set of legislative requirements, governance principles and management processes.
2. This Code sets out the Isle of Anglesey County Council's approach to achieving and maintaining good corporate governance. It follows guidance produced by the Chartered Institute of Public Finance and Accountancy (CIPFA) and the Society of Local Authority Chief Executives and Senior Managers (SOLACE) in their Framework for Delivering Good Governance in Local Government. It links to the Anglesey Transformation Plan which sets out the programme of change driven by the organisation in order to meet its strategic aim and sets out the agenda for the term of the current Council up to 2016.
3. The Council is by nature, a complex organisation which affects the lives of all citizens in the area: as well as providing and commissioning a diverse range of services, it also works with partner organisations that provide other public services. The Council's aims and priorities reflect these responsibilities.
4. The Council sees Corporate Governance as doing the right things, in the right way, for the right people in a timely, inclusive, open, honest and accountable manner. It comprises the systems and processes, and also the culture and values, by which the Council is directed and controlled and how it accounts to and engages with its citizens. The basic premise is:

good governance = good decision making = good performance
--

Governance Principles

5. The Council operates through a governance framework that brings together its legislative responsibilities and management processes with six core governance principles based on those developed by the Independent Commission on Good Governance in Public Services in 2004. These are:

Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area;
--

Members and officers working together to achieve a common purpose with clearly defined functions and;
--

Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour;
Taking informed and transparent decisions which are subject to effective scrutiny and managing risk;
Developing the capacity and capability of members and officers to be effective; and
Engaging with local people and other stakeholders to ensure robust public accountability.

6. The Council commits itself to each of these principles and the secondary principles. The schedules show the main governance arrangements in place and how these will contribute to complying with the code.

Monitoring, Review and Amendment

- 7. The Council’s commitment to good corporate governance includes the application, development and maintenance of this Code. The Leader and Chief Executive together with the Audit Committee are responsible for the regular review of the governance systems and processes that are in place to ensure that they are applied and are effective. The results of the review are included in the Annual Governance Statement which is accepted by the Audit Committee, confirmed by the Leader and Chief Executive and then published with the Annual Statement of Accounts.
- 8. The review of governance systems and processes is based on a developing assurance framework overseen by the Audit Committee.
- 9. Independent sources of assurance relating to the Code’s suitability and effectiveness include Internal Audit, the work of the Council’s Standards Committee and the Scrutiny Function as well as External Audit and other Regulators.
- 10. Where the reviews of the governance arrangements reveal possible gaps or weaknesses, action is agreed that will ensure effective governance in future. Agreed action plans emanating from the review are monitored for implementation by an officer Performance Review Group and the Audit Committee.
- 11. This Local Code will be reviewed every two years, or more frequently, as the Deputy Chief Executive considers necessary. Proposed amendments resulting from its review, from regulators’ recommendations or from changes in legislation or recommended best practice will be submitted to the Executive for approval. The schedules will be kept updated to support the on-going reviews of governance.

- Schedule 1 - Governance Framework**
- Schedule 2 - Summary of Governance Assurance Arrangements**
- Schedule 3 - Mapping of Governance Arrangements to Principles**

SCHEDULE 1 – Governance Framework

Corporate Strategies and Plans

- Single Integrated Plan
- Corporate Plan
- Transformation Plan
- *Medium Term Financial Plan*
- *Efficiency Strategy*
- Budget Strategy
- Annual Budget, Treasury Management Strategy and Reserves Report

Annual reports and self-assessment

- Performance Report
- Statement of Accounts
- Annual Governance Statement
- *Specific reviews of compliance and effectiveness*
- Corporate Annual Self-Assessment Report (April 2013)
- Commissioners' Quarterly Report (to May 2013)
- Annual report of the Director of Social Services
- Annual report of Scrutiny
- Annual report of Audit Committee
- Annual report of Standards Committee
- *Annual report of Health & Safety*
- Annual monitoring report for the Welsh Language Commissioner
- *Officer Assurance Statements*
- *Commissioned reports from time to time*

Council's Constitution

- Part 2 – Articles of the Constitution
- Part 3 – Responsibility for Functions and Schemes of Delegation
- Part 4 – Rules of Procedure
- Part 5 – Codes and Protocols

Democratic Arrangements

- Audit Committee
- Scrutiny Committees
- Standards Committee
- Democratic Services Committee
- Local Service Boards
- Joint Committees
- Programme Boards
- Group Leaders' forum
- *Agreed working arrangements for Leader and Chief Executive*
- Members' Code of Conduct (5.1)
- Register of interests
- Relationship Protocol for Officers and Members (5.3)
- *Protocol on Committee Reports*
- Political Management Protocols (5.8)
- Members job descriptions
- Member Development Programme and Champion
- Scheme of Members Allowances (Part 6)
- Democratic Renewal Strategy

Officer Arrangements

- Management Structure (Part 7)
- Job descriptions
- Statutory Officers: Head of Paid Service; Monitoring Officer; Chief Finance Officer
- *Chief Finance Officer Protocol and annual review*
- *Defined roles for Senior Leadership Team, Penaethiaid and Performance Review group*
- Officers Code of Conduct (5.2)
- Relationship Protocol for Officers and Members (5.3)
- Bullying and Harassment policy (5.4)
- Officer Employment Procedure Rules (4.10)
- People Strategy and related HR policies
- Corporate Personal Development Review framework
- Induction and training arrangements
- Pay Policy Statement

Performance Management and other Management arrangements

- Business planning arrangements, business plans and monitoring reports
- Performance Management arrangements, scorecards and monitoring arrangements
- Service and Budget Reviews
- Programme and project management framework
- Budget and Policy Framework Rules (4.3)
- Financial Procedure Rules (4.8)
- Contract Procedure Rules (4.9)
- Asset Management Plans, policies and procedures
- *Partnership and Collaboration Arrangements*
- Budget monitoring reports
- Risk Management strategy and Risk Register
- Procedural guidance and management systems

Other Key policies and Protocols

- Concerns and Complaints Policy
- Strategic Equality Plan and Equality and Diversity Policy
- Welsh Language Scheme
- Local Code of Governance
- Information governance and access policies and arrangements
- Health & Safety Policy and Strategy
- Arrangements for Safeguarding Vulnerable Adults and Children
- Emergency Plan
- *Business Continuity Plan*
- Communication Strategy
- Whistleblowing Policy (5.5)
- Policy for the Prevention of fraud and corruption (5.6)
- Protocol on gifts and hospitality (5.9)
- ICT Security policies

Stakeholder engagement

- Community Engagement Strategy
- Local Joint Consultative Committee
- *Staff Surveys*

- Managers Conference
- Staff Briefings
- Regular meetings with Regulators
- Community Council Charter
- Voluntary Sector Compact
- Community Newspaper
- Leaflets, Press and Social Media

Internal Independent Assurance

- Internal Audit Annual Plan
- Internal Audit Charter, Protocol and Professional Standards
- Internal Audit reviews and reports
- Annual Report of the Head of Internal Audit

External Assurance and Regulation

- External Audit in relation to Local Government Measure
- WAO's Annual Improvement Report
- External Audit for financial audit
- Annual Audit Letter
- Report to those charged with governance
- Audit opinion and certificate of closure of audit
- CSSIW regulatory programme and annual report
- Estyn regulatory programme
- Local Government Ombudsman annual report
- Welsh Language Commissioner
- Information Commissioner's Office
- Health & Safety Executive
- ... *other regulators from time to time*
- Third Party Assurance reports
- Peer reviews

Accreditation

for example

- Investors in People – retained in 2013 for the period 2013-16
- Government Connect – annual accreditation achieved in September 2012
- *Wales Charter for Member Support and Development (aiming to achieve in 2013)*

Items in italic print appear in the Governance Action Plan for 2013-14 or may be commissioned from time to time

SCHEDULE 2 – Summary of Governance Assurance Arrangements

Where do we need assurance?	What do we have in place?	Where can we get assurance?
<ul style="list-style-type: none"> • Delivery of corporate priorities • Service performance and quality • Financial planning and performance • Partnership governance and effectiveness • Programme and project management and delivery • Procurement processes • Management and engagement of staff • Clarity of roles and responsibilities • Decision making protocols • Leadership effectiveness • Standards of conduct and ethics • Compliance with laws, regulations etc. • Effectiveness of the scrutiny function • Effectiveness of internal control • Risk Management • Training and development of elected members and staff • Community engagement • Openness and transparency 	<ul style="list-style-type: none"> • Single Integrated Plan, Corporate Plan and Transformation Plan • Frameworks for planning and measuring service and employee performance • Financial management arrangements e.g. Annual Statement of Accounts, Medium-term Financial Plan, regular budget monitoring reports • Customer feedback and complaints processes • Partnership governance framework * • Programme Management* • Project management methodology * • Corporate procurement strategy* • People strategy, HR policies and procedures • Council Constitution and democratic arrangements e.g. Audit Committee, Standards Committee, scrutiny function • Scheme of delegation for decision making • Specific job roles for Head of Paid Service, CFO and Monitoring Officer • CFO Protocol* • Member/officer protocols • Terms and conditions for remuneration • Officer and member codes of conduct • Registers of interest/hospitality • Anti-fraud and corruption policy and whistleblowing arrangements • Financial and Contract Procedure Rules; Budget Procedure Rules • Asset Management policies and procedures • Staff and member training • Risk management framework • Equalities framework • Information Governance policies • ICT Security policies • Business Continuity arrangements* • Health & Safety strategy and policy • Core Values* • Effective systems, processes and controls • Effective methods for engaging employees, customers, stakeholders etc. 	<ul style="list-style-type: none"> • External Audit reviews and reports • Internal Audit assurance statements, reviews and reports • Internal audit planning linked to governance framework and risk • Estyn reviews and reports • CSSIW reviews and reports • Reviews and reports by Welsh Language Commissioner; HSE; ICO; Local Government Ombudsman • Third Party Assurance reports • Self-assessments • Peer reviews • On-going review of governance • Partnership boards • Performance Review Group • Council's democratic arrangements Scrutiny, Audit and Standards committees • Annual reports of officers and members • Senior Officer Assurance statements* • Accreditation: e.g. Government Connect, IIP, WLGA Member Charter* • Staff surveys

SCHEDULE 3 - Mapping of Governance Arrangements to Principles

Principle 1: Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
exercise strategic leadership by developing and clearly communicating our purpose, vision and intended outcomes for citizens and service users	<ul style="list-style-type: none"> • developing and promoting the authority’s purpose and vision, reviewing them on a regular basis, and considering the implications for governance arrangements 	<ul style="list-style-type: none"> • Transformation Plan • Corporate Plan • Single Integrated Plan • Service Planning • Programme Management
	<ul style="list-style-type: none"> • ensuring that our partnerships are underpinned by a common understanding and purpose that is shared by all partners 	<ul style="list-style-type: none"> • Single Integrated Plan • Local Service Board • Joint Partnership Unit • Partnership and Collaboration Arrangements
	<ul style="list-style-type: none"> • publish annual accounts on a timely basis communicating our activities, achievements, financial position and performance 	<ul style="list-style-type: none"> • Annual Statement of Accounts • Council Tax leaflets • Corporate Plan • Performance Report • Community Newspaper
ensure that users receive a high quality of service whether directly, in partnership, or by commissioning	<ul style="list-style-type: none"> • deciding how the quality of service for users is to be measured and making sure that we have the information needed to review quality effectively and regularly 	<ul style="list-style-type: none"> • Budget Planning • Corporate Plan • Service Planning • Service Reviews • Performance Management reporting • Procurement • Scrutiny Function • Transformation Plan
	<ul style="list-style-type: none"> • having in place effective arrangements to identify and deal with failures in service delivery 	<ul style="list-style-type: none"> • Service Reviews • Performance Management Reporting • Audit Committee & Internal Audit • Concerns and Complaints Policy • Scrutiny Function • Annual Governance Statement & Review

Principle 1: Focusing on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
ensure that best use is made of resources and that taxpayers and service users receive excellent value for money	<ul style="list-style-type: none"> deciding how value for money is to be measured and making sure that we have the information needed to review value for money and performance effectively 	<ul style="list-style-type: none"> Service Planning Information Governance Asset Management Budget reviews Procurement
	<ul style="list-style-type: none"> ensuring that timely, accurate and impartial financial advice and information is provided to assist in decision making and to ensure that we meet our policy and service objectives and provide effective stewardship of public money and value for money in its use 	<ul style="list-style-type: none"> Financial Procedure Rules Chief Finance Officer Management Structures Job Descriptions Budget Monitoring
	<ul style="list-style-type: none"> ensuring that we maintain a prudential financial framework; keep our commitments in balance with available resources; monitor income and expenditure levels to ensure that this balance is maintained and take corrective action when necessary and ensuring compliance with CIPFA's Code on a Prudential Framework for Local Authority Capital Finance and CIPFA's Treasury Management Code 	<ul style="list-style-type: none"> Medium Term Financial Strategy Annual Budget, and Reserves Report Chief Finance Officer Management Structures Job Descriptions Treasury Management Strategy Treasury Management Procedures

Principle 2: Members and officers working together to achieve a common purpose with clearly defined functions and roles		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
ensure that there is effective leadership throughout the authority and specify clearly the roles and responsibilities of the executive and non-executive functions and also the scrutiny function	<ul style="list-style-type: none"> setting out a clear statement of the respective roles and responsibilities of the executive and of the executive's members individually, and the authority's approach towards putting this into practice 	<ul style="list-style-type: none"> Responsibility for Functions and Schemes of Delegation Job Descriptions Agreed working arrangements for Leader and Chief Executive Defined roles for Senior Leadership Team, Penaethiaid and Performance Review group Statutory Officers: Head of Paid Service; Monitoring Officer; Chief Finance Officer
	<ul style="list-style-type: none"> setting out a clear statement of the respective roles and responsibilities of other authority members, members generally, senior officers and of the leadership team and its members individually 	

Principle 2: Members and officers working together to achieve a common purpose with clearly defined functions and roles		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
ensure that a constructive working relationship exists between elected members and officers and that the responsibilities of members and officers are carried out to a high standard	<ul style="list-style-type: none"> having in place a scheme of delegation and reserve powers within the constitution, which includes a formal schedule of those matters specifically reserved for collective decision of the authority and which takes account of relevant legislation, and by ensuring that it is monitored and updated when required 	<ul style="list-style-type: none"> Responsibility for Functions and Schemes of Delegation Statutory Officers: Head of Paid Service; Monitoring Officer; Chief Finance Officer
	<ul style="list-style-type: none"> the Chief Executive being responsible and accountable to the authority for all aspects of operational management 	<ul style="list-style-type: none"> Responsibility for Functions and Schemes of Delegation Statutory Officers: Head of Paid Service
	<ul style="list-style-type: none"> having protocols in place which ensure that the Leader and Chief Executive negotiate and agree their respective roles early in the relationship and which maintain a shared understanding of the roles 	<ul style="list-style-type: none"> Agreed working arrangements for Leader and Chief Executive
	<ul style="list-style-type: none"> appointing a professionally qualified Chief Financial Officer whose core responsibilities include those set out in CIPFA's Statement on the Role of the CFO in Local Government and ensure that they are properly understood throughout the authority and making the CFO responsible to the authority for ensuring that appropriate advice is given on all financial matters, for keeping proper financial records and accounts, and for maintaining an effective system of internal financial control 	<ul style="list-style-type: none"> Statutory Officers: Chief Finance Officer Chief Finance Officer Protocol and annual review Protocol on committee reports
	<ul style="list-style-type: none"> ensuring that the CFO : <ul style="list-style-type: none"> leads the promotion and delivery by the whole organisation of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively has a line of professional accountability for finance staff throughout the organisation 	<ul style="list-style-type: none"> Chief Finance Officer Protocol and annual review Financial Procedure Rules
	<ul style="list-style-type: none"> ensuring that budget calculations are robust and reserves adequate, in line with CIPFA's guidance 	<ul style="list-style-type: none"> Statutory Officers: Chief Finance Officer Chief Finance Officer Protocol and annual review Budget and Policy Framework Rules

Principle 2: Members and officers working together to achieve a common purpose with clearly defined functions and roles		
We will:	by:	Examples of Key Processes / Assurance Mechanisms
	<ul style="list-style-type: none"> ensuring that appropriate management accounting systems, functions and controls are in place so that finances are kept under review on a regular basis. These systems, functions and controls should apply consistently to all activities including partnership arrangements, outsourcing or where the authority is acting in an enabling role 	<ul style="list-style-type: none"> Statutory Officers: Chief Finance Officer Chief Finance Officer Protocol and annual review Financial Procedure Rules
	<ul style="list-style-type: none"> a senior officer being responsible to the authority for ensuring compliance with agreed procedures and all applicable statutes 	<ul style="list-style-type: none"> Statutory Officers: Monitoring Officer
	<ul style="list-style-type: none"> ensuring that the CFO reports directly to the chief executive and is a member of the leadership team with a status at least equivalent to other members. If different organisational arrangements are adopted, explain the reasons publicly, together with how these deliver the same impact 	<ul style="list-style-type: none"> Chief Finance Officer Protocol and annual review
ensure that relationships between the authority, its partners and the public are clear so that each knows what to expect of the other	<ul style="list-style-type: none"> having in place protocols to ensure effective communication between members and officers in their respective roles 	<ul style="list-style-type: none"> Agreed working arrangements for Leader and Chief Executive Relationship Protocol for Officers and Members
	<ul style="list-style-type: none"> setting out the terms and conditions for remunerating members and officers and an effective structure for managing the process 	<ul style="list-style-type: none"> Scheme of Members Allowances Pay Policy Statement
	<ul style="list-style-type: none"> having in place effective mechanisms to monitor service delivery 	<ul style="list-style-type: none"> business plans and monitoring reports Performance Management arrangements, scorecards and monitoring arrangements Service and Budget Reviews Concerns and Complaints Policy
	<ul style="list-style-type: none"> developing our vision, strategic plans, priorities and targets through robust mechanisms, which include consultation with the local community and other key stakeholders, and by articulating and disseminating them clearly 	<ul style="list-style-type: none"> Corporate Plan Transformation Plan Community Engagement Strategy

Principle 2: Members and officers working together to achieve a common purpose with clearly defined functions and roles

<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
	<ul style="list-style-type: none"> • establishing a medium term business and financial planning process to deliver strategic objectives including: a medium term financial strategy to ensure sustainable finances; a robust annual budget process that ensures financial balance; a monitoring process that enables this to be delivered ; and ensuring that these are subject to regular review to confirm the continuing relevance of assumptions used 	<ul style="list-style-type: none"> • Medium Term Financial Plan • Efficiency Strategy • Budget Strategy • Performance Management arrangements • Budget monitoring arrangements
	<ul style="list-style-type: none"> • having in place governance arrangements for partnerships which: <ul style="list-style-type: none"> – clarify the roles of members both individually and collectively in relation to the partnership and to the authority, – clearly set out the legal status of the partnership, – make clear the extent to which representatives or organisations both understand and make clear to all other partners the extent of their authority to bind their organisation to partner decisions 	<ul style="list-style-type: none"> • Partnership and Collaboration Arrangements

Principle 3: Promoting values for the authority and demonstrating the values of good governance through upholding high standards of conduct and behaviour

<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
ensure that members and officers exercise leadership by behaving in ways that exemplify high standards of conduct and effective governance	<ul style="list-style-type: none"> requiring the authority's leadership to set a tone for the organisation by creating a climate of openness, support and respect 	<ul style="list-style-type: none"> Group Leaders Forum Constitution Employee & Members Codes of Conduct
	<ul style="list-style-type: none"> defining and communicating through codes of conduct and protocols the standards of conduct and personal behaviour expected of our members and staff, of work between members and staff and between the authority, its partners and the community. 	<ul style="list-style-type: none"> Members' Code of Conduct Officers Code of Conduct Relationship Protocol for Officers and Members
	<ul style="list-style-type: none"> having in place arrangements which prevent our members and employees being influenced by prejudice, bias or conflicts of interest in dealing with different stakeholders, and appropriate processes to ensure that the arrangements continue to operate in practice 	<ul style="list-style-type: none"> Policy for the Prevention of fraud and corruption Protocol on gifts and hospitality Registers of interests
ensure that organisational values, and particularly the corporate values of equality and sustainability, are put into practice and are effective	<ul style="list-style-type: none"> developing and maintaining shared values, including leadership values, for both the organisation and staff and which reflect public expectations, and by communicating these with members, staff, the community and partners 	<ul style="list-style-type: none"> Transformation Plan Communication Plan
	<ul style="list-style-type: none"> designing systems and processes in conformity with appropriate ethical standards, and by monitoring their continuing effectiveness in practice 	<ul style="list-style-type: none"> Internal Audit
	<ul style="list-style-type: none"> ensuring that systems and processes for financial administration, financial control and protection of the authority's resources and assets are designed in conformity with appropriate ethical standards and monitor their continuing effectiveness in practice 	<ul style="list-style-type: none"> Financial Procedure Rules Contract Procedure Rules Internal Audit
	<ul style="list-style-type: none"> maintaining an effective standards committee 	<ul style="list-style-type: none"> Standards Committee Standards Committee Annual Report
	<ul style="list-style-type: none"> using the our shared values to act as a guide for decision making and as a basis for developing positive and trusting relationships within the authority 	<ul style="list-style-type: none"> Transformation Plan
	<ul style="list-style-type: none"> agreeing values for partnerships against which decision making and actions can be judged, and which are demonstrated by partners' behaviour both individually and collectively 	<ul style="list-style-type: none"> Partnership Arrangements

Principle 4: Taking informed and transparent decisions, which are subject to effective scrutiny and managing risk		
We will:	by:	Examples of Key Processes / Assurance Mechanisms
be rigorous and transparent about how decisions are taken and listen and act on the outcome of constructive scrutiny	<ul style="list-style-type: none"> maintaining an effective scrutiny function which encourages constructive challenge and enhances the authority's performance overall 	<ul style="list-style-type: none"> Scrutiny Arrangements Annual report by Scrutiny
	<ul style="list-style-type: none"> having in place open and effective mechanisms for documenting evidence for decisions and by recording the criteria, rationale and considerations on which decisions are based 	<ul style="list-style-type: none"> Protocol for Committee reports Constitution Part 4
	<ul style="list-style-type: none"> having in place arrangements to safeguard members and employees against conflicts of interest and effective processes to ensure that they continue to operate in practice 	<ul style="list-style-type: none"> Members' Code of Conduct Officers Code of Conduct Policy for the Prevention of fraud and corruption Register of interests Protocol on gifts and hospitality
	<ul style="list-style-type: none"> having in place an effective audit committee whose role is independent of the executive and scrutiny functions 	<ul style="list-style-type: none"> Audit Committee Audit Committee review of effectiveness
	<ul style="list-style-type: none"> ensuring that effective, transparent and accessible arrangements are in place for dealing with complaints 	<ul style="list-style-type: none"> Concerns and Complaints Policy
have good – quality information, advice and support to ensure that services are delivered effectively and are what the community wants / needs	<ul style="list-style-type: none"> ensuring that those making decisions, whether for the authority or partnerships, are provided with information that is fit for the purpose – relevant, timely and giving clear explanations of technical issues and their implications 	<ul style="list-style-type: none"> Committee reports protocol Information Governance Arrangements
	<ul style="list-style-type: none"> ensuring that proper professional advice is available on matters that have legal or financial implications and recorded well in advance of decision 	<ul style="list-style-type: none"> Committee reports protocol Statutory Officers: Monitoring Officer, Chief Finance Officer Chief Finance Officer Protocol
ensure that effective risk management is in place	<ul style="list-style-type: none"> embedding risk management into the culture of the authority, where members and managers at all levels recognising that risk management is part of their jobs 	<ul style="list-style-type: none"> Risk Management strategy
	<ul style="list-style-type: none"> maintaining effective arrangements for whistle-blowing which are easily accessible to officers, staff and all those contracting with or appointed by the authority. 	<ul style="list-style-type: none"> Whistleblowing Policy
use its legal powers to the full benefit of the citizens and communities in their areas	<ul style="list-style-type: none"> actively recognising the limits of lawful activity due to, for example, the ultra vires doctrine, but also striving to utilise our statutory powers to the full benefit of our communities 	<ul style="list-style-type: none"> Statutory Officers: Monitoring Officer

Principle 4: Taking informed and transparent decisions, which are subject to effective scrutiny and managing risk		
We will:	by:	Examples of Key Processes / Assurance Mechanisms
	<ul style="list-style-type: none"> recognising the limits of lawful action and observing both the specific requirements of legislation and the general responsibilities placed on authorities by public law 	<ul style="list-style-type: none"> Statutory Officers: Monitoring Officer
	<ul style="list-style-type: none"> observing all specific legislative requirements placed upon the authority, as well as the requirements of general law, and in particular, by integrating the key principles of good administrative law – rationality, legality and natural justice – into our procedures and decision making processes 	<ul style="list-style-type: none"> Statutory Officers: Monitoring Officer

Principle 5: Developing the capacity and capability of members and officers to be effective		
We will:	by:	Examples of Key Processes / Assurance Mechanisms
ensure that members and officers have the skills, knowledge, experience and resources they need to perform well in their roles	<ul style="list-style-type: none"> providing induction programmes tailored to individual needs and opportunities for members and officers to update their knowledge on a regular basis 	<ul style="list-style-type: none"> Corporate Personal Development Review framework Member Development Strategy
	<ul style="list-style-type: none"> the statutory officers having the skills, resources and support necessary to perform effectively in their roles (both financial and non-financial in the case of the CFO) and by disseminating a clear understanding of their roles throughout the authority 	<ul style="list-style-type: none"> CFO Protocol Annual review of compliance Corporate Personal Development Review framework
	<ul style="list-style-type: none"> Review the scope of the CFO's other management responsibilities to ensure financial matters are not compromised 	<ul style="list-style-type: none"> CFO Protocol Annual review of compliance
	<ul style="list-style-type: none"> Provide the finance function with the resources, expertise and systems necessary to perform its role effectively 	<ul style="list-style-type: none"> CFO Protocol Annual review of compliance
develop the capability of people with governance responsibilities and evaluate their performance, as individuals and as a group	<ul style="list-style-type: none"> assessing the skills required by members and officers and committing the authority to develop these skills to enable roles to be carried out effectively 	<ul style="list-style-type: none"> Member Development Strategy Corporate Personal Development Review framework
	<ul style="list-style-type: none"> embed financial competencies in person specifications and appraisals 	<ul style="list-style-type: none"> Member Development Strategy Corporate Personal Development Review framework

Principle 5: Developing the capacity and capability of members and officers to be effective

We will:	by:	Examples of Key Processes / Assurance Mechanisms
	<ul style="list-style-type: none"> ensure that councillors' roles and responsibilities for monitoring financial performance/budget management are clear, that they have adequate access to financial skills and are provided with appropriate financial training on an on-going basis to help them discharge their responsibilities 	<ul style="list-style-type: none"> Member Development Strategy CFO Protocol
	<ul style="list-style-type: none"> developing skills on a continuing basis to improve performance, including the ability to scrutinise and challenge and to recognise when outside expert advice is needed 	<ul style="list-style-type: none"> Member Development Strategy
	<ul style="list-style-type: none"> ensuring that effective arrangements are in place for reviewing the performance of the executive as a whole and of individual members and by agreeing an action plan which might, for example, aim to address any training or development needs 	<ul style="list-style-type: none"> Member Development Strategy Annual reports of committees
<p>encourage new talent for membership of the authority so that best use can be made of individuals' skills and resources in balancing continuity and renewal</p>	<ul style="list-style-type: none"> having in place effective arrangements in place designed to encourage individuals from all sections of the community to engage with, contribute to and participate in the work of the authority 	<ul style="list-style-type: none"> Community Engagement Strategy
	<ul style="list-style-type: none"> ensuring that career structures are in place for members and officers to encourage participation and development 	<ul style="list-style-type: none"> People Strategy Member Development Strategy Democratic Renewal Strategy

Principle 6: Engaging with local people and other stakeholders to ensure robust public accountability		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
exercise leadership through a robust scrutiny function which effectively engages local people and all local institutional stakeholders, including partnerships, and develops constructive accountability relationships	<ul style="list-style-type: none"> making clear throughout all the authority and to all staff and the community to whom the authority is accountable and for what 	<ul style="list-style-type: none"> Corporate Plan Communication Strategy Regular meetings with Regulators Local Service Board
	<ul style="list-style-type: none"> considering those institutional stakeholders to whom the authority is accountable and assessing the effectiveness of the relationships and any changes required 	
	<ul style="list-style-type: none"> producing an annual report on the activity of the scrutiny function 	<ul style="list-style-type: none"> Annual Report of Scrutiny Function
take an active and planned approach to dialogue with and accountability to the public to ensure effective and appropriate service delivery whether directly by the authority, in partnership or by commissioning	<ul style="list-style-type: none"> ensuring that clear channels of communication are in place with all sections of the community and other stakeholders, and by having in place monitoring arrangements to ensure that they operate effectively 	<ul style="list-style-type: none"> Community Engagement Strategy Communication Plan
	<ul style="list-style-type: none"> holding meetings in public unless there are good reasons for confidentiality 	<ul style="list-style-type: none"> Community Engagement Strategy Constitution – Part 2 and 4
	<ul style="list-style-type: none"> ensuring that arrangements are in place to enable the authority to engage with all sections of the community effectively, that these recognise that different sections of the community have different priorities, and by establishing explicit processes for dealing with these competing demands 	<ul style="list-style-type: none"> Community Engagement Strategy
	<ul style="list-style-type: none"> establishing a clear policy on the types of issues we will meaningfully consult on or engage with the public and service users about, including a feedback mechanism to demonstrate what has changed as a result 	<ul style="list-style-type: none"> Community Engagement Strategy
	<ul style="list-style-type: none"> publishing an annual improvement plan giving information on the authority's vision, strategy, plans and financial statements as well as information about outcomes, achievements and the satisfaction of service users in the previous period 	<ul style="list-style-type: none"> Corporate Plan Performance Report Statement of Accounts
	<ul style="list-style-type: none"> ensuring that the authority as a whole is open and accessible to the community, service users and our staff, and that it has made a commitment to openness and transparency in all its dealings, including partnerships, subject only to the need to preserve confidentiality in those specific circumstances where it is proper and appropriate to do so 	<ul style="list-style-type: none"> Community Engagement Strategy Partnership and Collaboration arrangements

Principle 6: Engaging with local people and other stakeholders to ensure robust public accountability		
<i>We will:</i>	<i>by:</i>	<i>Examples of Key Processes / Assurance Mechanisms</i>
make best use of human resources by taking an active and planned approach to meet responsibility to staff	<ul style="list-style-type: none"> developing and maintaining a clear policy on how staff and their representatives are consulted and involved in decision making 	<ul style="list-style-type: none"> People Strategy Local Joint Consultative Committee Communication Plan

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	09/09/2013
Subject	Safeguarding Arrangements for Vulnerable Adults
Portfolio Holder(s)	Cynghorydd Kenneth P Hughes
Lead Officer(s)	Anwen Davies, Head of Adults' Services
Contact Officer	Anwen Davies, Head of Adults' Services
Nature and reason for reporting	
<ol style="list-style-type: none"> 1. Report on 2012/13 Adult Safeguarding Activity 2. Endorse the 2013/14 local improvement priorities 	

A – Introduction / Background / Issues
SEE CH- SUMMARY

B - Considerations
SEE CH - SUMMARY

C – Implications and Impacts		
1	Finance / Section 151	-
2	Legal / Monitoring Officer	-
3	Human Resources	-
4	Property Services (see notes – separate document)	-
5	Information and Communications Technology (ICT)	-

C – Implications and Impacts		
6	Equality (see notes – separate document)	-
7	Anti-poverty and Social (see notes – separate document)	-
8	Communication (see notes – separate document)	-
9	Consultation (see notes – separate document)	-
10	Economic	-
11	Environmental (see notes – separate document)	-
12	Crime and Disorder (see notes – separate document)	-
13	Outcome Agreements	-

CH - Summary
<p>Safety of our most vulnerable adults is of utmost importance to us. The Welsh Government’s approach aims to ensure the maintenance of an appropriate balance between the:</p> <ul style="list-style-type: none"> • Promotion of independence; and • Safeguarding of vulnerable adults. <p>Tackling adult abuse is not just a matter for statutory authorities – it should be everybody’s business. Service providers, regulatory bodies, police and indeed all citizens and organisations continue to have a key role in protecting vulnerable adults from abuse wherever and whenever it occurs.</p>

We have a duty to work with partners and others to protect our most vulnerable individuals. Protecting our most vulnerable individuals is the core business of Social Services. It is paramount that we have effective structures and systems in place to protect the most vulnerable. We are committed to ensuring that these structures and systems are sustainable and place safeguarding at the heart of a partnership approach across the public sector and indeed the care sector in general.

Adult Safeguarding is one of the primary domains in my Annual Report on Adult Social Care during 2012/13. Members will be aware that this is a statutory process underpinned by a self-analysis and appraisal of the Service. Cited below is my overall judgement of safeguarding during 2012/13:-

"I am encouraged by the significant progress we have made over the past 12 months in developing both local protection practice and safeguarding as well as our strategic sub-regional developments. We are well positioned to play a full part in the evolving regional safeguarding framework as well as prepare for a step change in the legal framework underpinning adult safeguarding and protection. The initial outcomes in light of these changes confirm that this has been the right route to take to service improvement.

*We have developed a strong safeguarding culture which is evidenced in our performance. This area of our business is emerging as an area of strength for us. In order to further strengthen, we will need to prioritise quality assurance as mainstream activity in safeguarding during 2013."*¹

(Annual Report of the Head of Adults' Services)

My full appraisal and judgment of adult safeguarding is attached to this report (**Appendix 1**)

D - Recommendation

The Executive Committee is requested to:-

- R1 Endorse adult safeguarding progress during 2012/13;**
- R2 Support the 2013/14 local improvement priorities identified in respect of adult safeguarding;**
- R3 Endorse the intention of the North West Wales Adult Safeguarding Board to publish its first annual report in July, 2014 covering activity across both Ynys Môn and Gwynedd.**
- R4 Support priority being given to developing Elected Member scrutiny of safeguarding.**

¹ ACRF – Annual Council Reporting Framework

Name of author of report: Anwen Davies
Job Title: Head of Adults' Services
Date: 30/07/2013

Appendices:
1. Extract from the Head of Service's Annual Report - Safeguarding

1. Extract from the Head of Service's Annual Report - Safeguarding

Background papers

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	Executive Committee
DATE:	09/09/2013
TITLE OF REPORT:	Safeguarding Arrangements for Vulnerable Adults
PURPOSE OF THE REPORT:	<ol style="list-style-type: none"> 1. Report on 2012/13 Adult Safeguarding Activity 2. Endorse the 2013/14 local improvement priorities
REPORT BY:	Anwen Davies, Head of Adults' Services
CORPORATE DIRECTOR:	Corporate Director of Community

1.0 BACKGROUND / CONTEXT

1.1 PROTECTION OF VULNERABLE ADULTS – NATIONAL POLICY CONTEXT

1.1.1 Safety of our most vulnerable adults is of utmost importance to us. The Welsh Government's approach aims to ensure the maintenance of an appropriate balance between the:

- Promotion of independence;
- and
- Safeguarding of vulnerable adults.

1.1.2 Tackling adult abuse is not just a matter for statutory authorities – it should be everybody's business. Service providers, regulatory bodies, police and indeed all citizens and organisations continue to have a key role in protecting vulnerable adults from abuse wherever and whenever it occurs.

1.1.3 In Safe Hands

- In the year 2000, statutory guidance was issued (by the then National Assembly for Wales) to Local Authorities in Wales entitled *In Safe Hands*². This established the national framework for the development of local policies, procedures and guidance for the protection of vulnerable adults.
- *In Safe Hands* provided for Social Services Departments to take a co-ordinating lead role with a range of other local partners including the NHS

² *In Safe Hands*, National Assembly for Wales, 2000

and Police. Our duty continues to be around developing and implementing local arrangements to identify, respond to and prevent abuse of vulnerable adults in all settings and to take appropriate action against perpetrators of abuse. The Local Authority therefore has a statutory responsibility to co-ordinate investigations into the alleged or confirmed abuse of a vulnerable adult.

- All statutory and independent agencies have a responsibility to work together to protect vulnerable adults from all forms of neglect, abuse and/or exploitation.
- Effective communication, co-operation and liaison between agencies and disciplines are essential ingredients to effective protection of our most vulnerable adults.

1.1.4 Welsh Government commissioned an independent review of the *In Safe Hands* Guidance in 2009 – looking specifically at adult protection with a view to recommending the need for new legislation.

1.1.5 A revised All Wales Interim Policy³ was introduced effective as of April, 2011 and will remain current until such a time as the Welsh Government have considered its response to the review of the *In Safe Hands* Guidance (referred to above and undertaken during 2009). We have latterly been advised that the proposed provisions of the Social Services and Wellbeing (Wales) Bill 2013 will constitute Welsh Government's response to this review.

2.0 LOCAL ADULT PROTECTION PRACTICE: 2012 / 13

2.1 HOW DID WE DO?

2.1.1 The Department continues to be guided in its adult safeguarding practice and interventions by the All Wales definition of a vulnerable adult which is cited below:

“A Vulnerable Adult is defined as a person over 18 years of age who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or serious exploitation...”⁴

Furthermore, the Service continues to practice around adult protection as a process of protecting all vulnerable adult service user groups from abuse and providing support in the event that they have been abused. We work to the following definition of abuse:

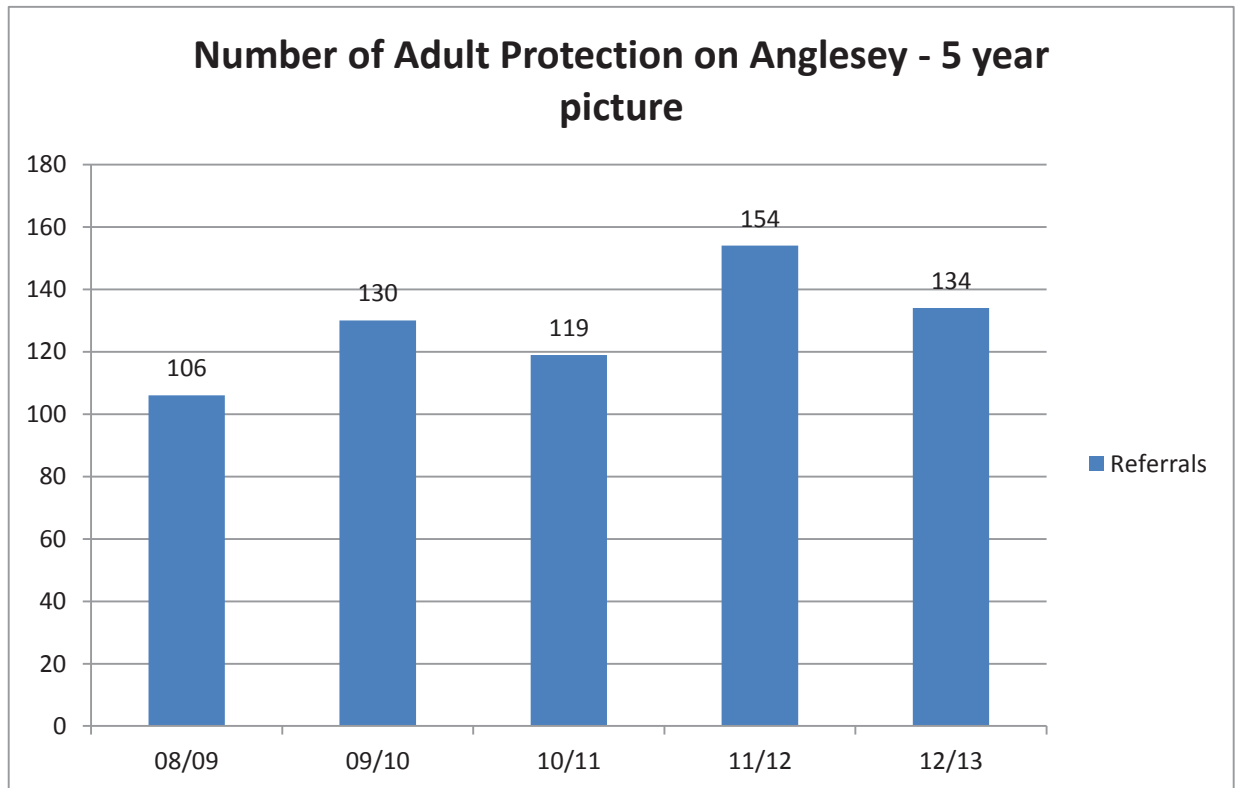
³ Wales Interim Policy and Procedures for the Protection of Vulnerable Adults from Abuse (January 2013)

⁴ In Safe Hands, National Assembly for Wales, 2000

“.. A violation of an individual’s human and civil rights by any other person or persons...”⁵

2.1.2 POVA (Protection of Vulnerable Adults) referrals dipped slightly during the period 01/04/13 – 31/03/13 totalling 134. This was 20 less than the previous year. The historical picture is illustrated below:

**ILLUSTRATION 1
ADULT PROTECTION REFERRALS: HISTORICAL DATA**



This slight dip in the total referral numbers is not a simple concept to evaluate. We are however of the view that there is increasing awareness and appreciation by partner organisations of safeguarding thresholds.

There are some contributing factors to an overall increasing trend in referrals over the 5 year period which are based on the findings of national academic research over recent years:-

- Greater refinement and cleansing of data recording, capturing and collection/reporting;
- Evolving adult protection arrangements spanning a decade (instigated by the implementation of *In Safe Hands*, 2000) which has resulted in more clarity around mainstream case management and adult protection work;

⁵ *In Safe Hands*, National Assembly for Wales, 2000

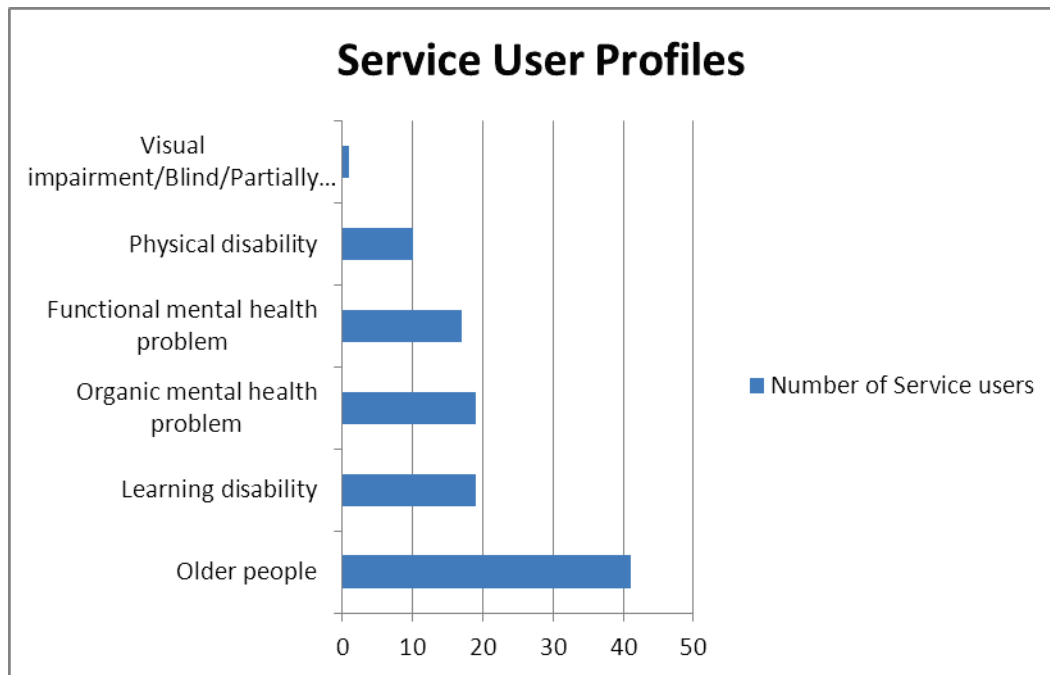
- Systematic approach and maturing adult protection procedures identify many more cases than previously estimated;
- Increased awareness and action by regulators and care providers;
- Impact of basic awareness raising and training inputs across all stakeholder groups coupled with more in-depth training inputs targeted appropriately for practitioners;
- Media exposure to abuse of adults and adults at risk of abuse as well as when issues of abuse receive media coverage (newspaper, radio, television);
- Increased awareness amongst the general public - through heightened published information, campaigns etc.

In analysing our local data in respect of 2012/13, there would appear to be need to further discuss practice by Health Colleagues in referring concerns and alleged abuse on to Social Services. This mirrors national trends and messages.

The Service User profile, outcomes and status of allegations post investigation of the POVA referrals during 2012/13 are illustrated below (Illustration 2, 3 and 4)

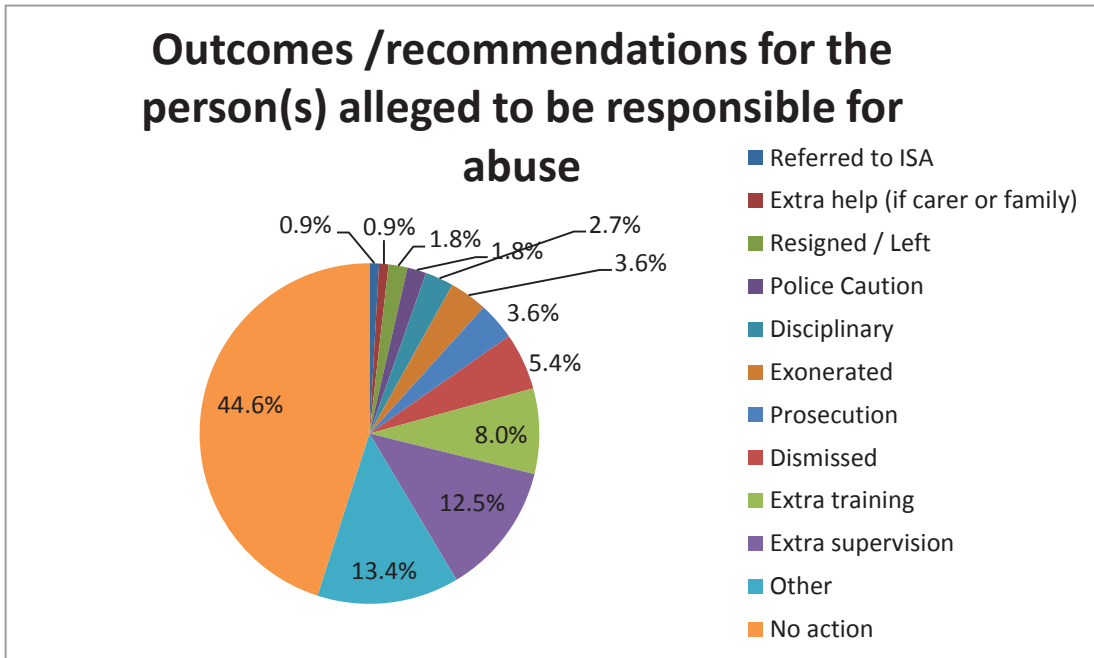
ILLUSTRATION 2

SERVICE USER PROFILE AND OUTCOMES: 2012/13 POVA REFERRALS

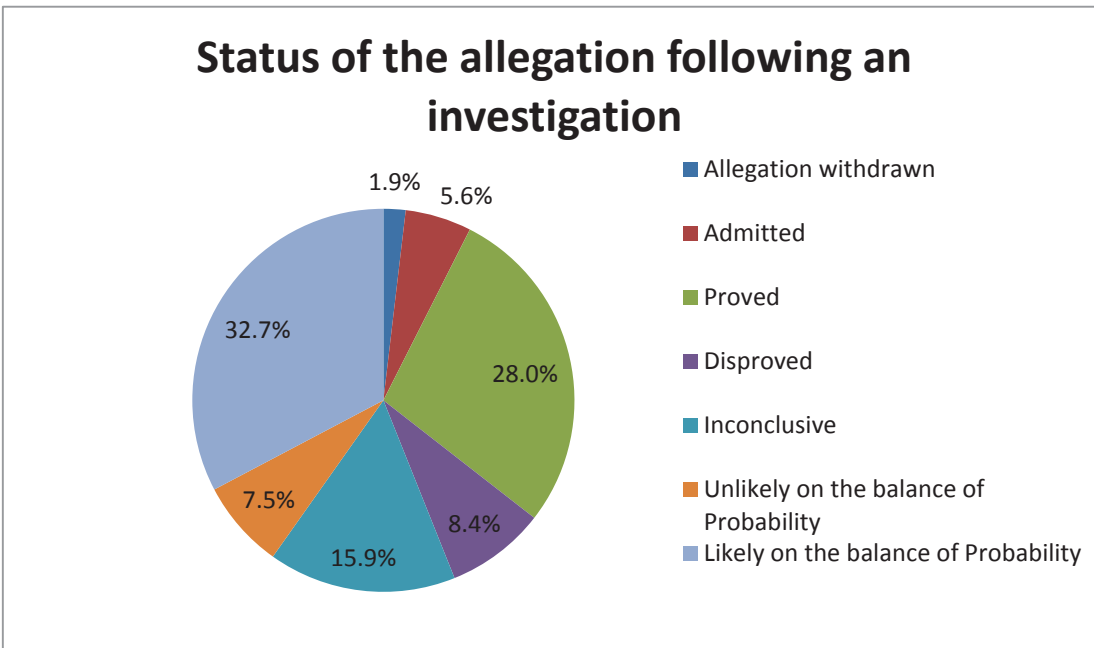


A total of 95 cases (of the 134 received) were either an open/ active/ on review/ or closed to the Department. The cases were therefore already known to one of our adult teams. 5 of the cases were service users residing on Anglesey, but are known to another Local Authority and 7 referrals in respect of individuals that are “not previously known” to the Department.

**ILLUSTRATION 3
REFERRAL OUTCOMES: 2012/13**



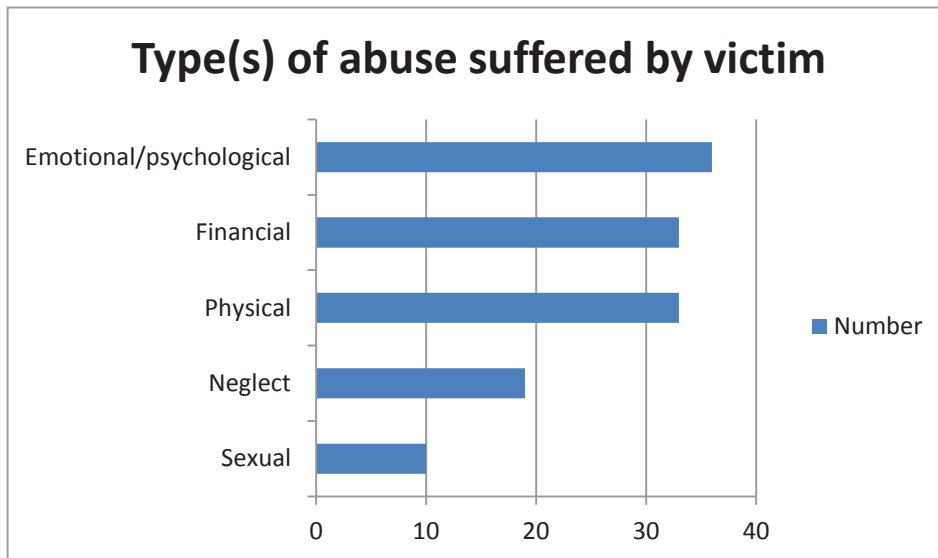
**ILLUSTRATION 4
2012/13 REFERRALS – STATUS OF ALLEGATION POST INVESTIGATION**



What does this data tell us?

- The main category of vulnerability remains within Older People and Learning Disability groups which mirrors national trends.
- The alleged perpetrator more often than not is known to the victim, a high percentage of alleged perpetrators are family members or friends. The main category of abuse is Emotional/Psychological.

**ILLUSTRATION 5
CATEGORIES OF ABUSE**



- The number of referrals in respect of younger adults with mental health needs are less than other user groups. Again, as previously, one can only speculate as to the attributing factors in the absence of any local research. There may very well be a combination of different factors:-
 - It may reflect different thresholds within Mental Health for recognising and reporting abuse and raising an alert.
 - Different ways of managing adult protection issues.
 - Different tolerances amongst people with mental health issues towards the behaviours of others.
 - Adults may also decide not to take matters further and continue in unsafe situations.
- The volume of POVA cases not resulting in prosecution is a theme that has been actively pursued during 2012/13 in terms of further awareness raising and more specific training inputs for practitioners around “best evidence”. This training and development thrust has

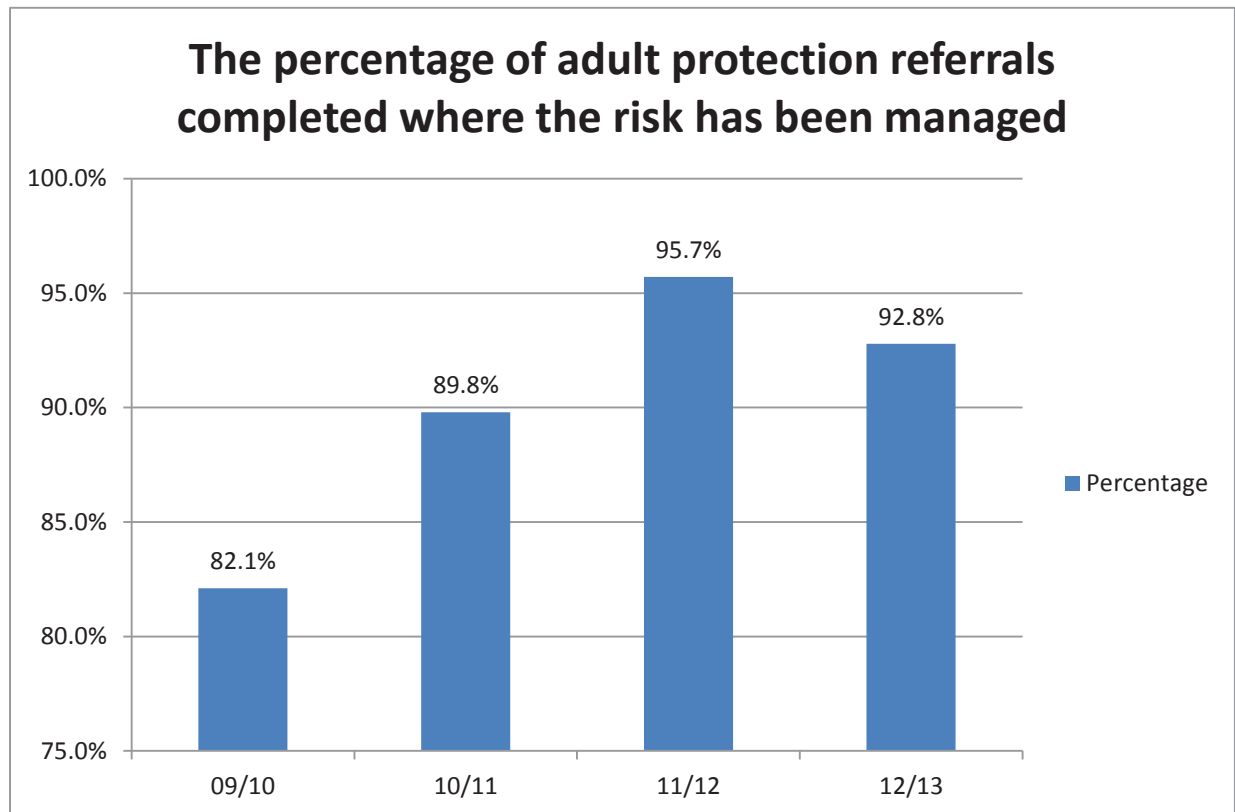
been driven regionally and we will revisit this theme next year when we report on the 2013/14 adult protection activity.

2.1.3 Elected Members will also be aware that the policy area of Adult Protection is subject to the national performance management framework of the Welsh Government. The table below illustrates local performance against this KPI within both a historical and national perspective:

Performance Indicator Comparisons

92.78% of all completed adult protection referrals we received during 2012/13 evidenced that risk had been managed. This is slightly less than the previous year's performance. This has been due to a small number of vulnerable people (equating to 6 adults) choosing not to pursue their situation along a legal framework.

**ILLUSTRATION 6
ADULT PROTECTION KPI: HISTORICAL PERFORMANCE/ NATIONAL CONTEXT**



2.2 OVERALL JUDGEMENT – ADULT SAFEGUARDING

We have a duty to work with partners and others to protect our most vulnerable individuals. Protecting our most vulnerable individuals is the core business of Social Services. It is paramount that we have effective structures and systems in place to protect the most vulnerable. We are committed to ensuring that these structures and systems are sustainable and place safeguarding at the heart of a partnership approach across the public sector and indeed the care sector in general.

Adult Safeguarding is one of the primary domains in my Annual Report on Adult Social Care during 2012/13. Members will be aware that this is a statutory process underpinned by a self-analysis and appraisal of the Service. Cited below is my overall judgement of safeguarding during 2012/13:-

“I am encouraged by the significant progress we have made over the past 12 months in developing both local protection practice and safeguarding as well as our strategic sub-regional developments. We are well positioned to play a full part in the evolving regional safeguarding framework as well as prepare for a step change in the legal framework underpinning adult safeguarding and protection. The initial outcomes in light of these changes confirm that this has been the right route to take to service improvement.

We have developed a strong safeguarding culture which is evidenced in our performance. This area of our business is emerging as an area of strength for us. In order to further strengthen, we will need to prioritise quality assurance as mainstream activity in safeguarding during 2013.”⁶

(Annual Report of the Head of Adults’ Services)

My full appraisal and judgment of adult safeguarding is attached to this report (Appendix 1)

3.0 WHERE NEXT?

- 3.1 Members will be aware that the Welsh Government have been paving the way for significant legislative change in Wales in order to support the full implementation of Sustainable Social Services⁷. The Social Services and Wellbeing (Wales) Bill 2013 includes a raft of recommendations around Adult Safeguarding. It is envisaged that the change in legislation will include:
- Social Services proposed to be the **key co-ordinating agency** for adult protection referrals and investigations with other agencies having legal duties upon them to report harm or abuse, co-operate and investigate;
 - Replacing regional and local Safeguarding Forums with **Safeguarding**

⁶ ACRF – Annual Council Reporting Framework

⁷ Sustainable Social Services for Wales: A Framework for Action: Welsh Assembly Government
<http://wales.gov.uk/topics/health/publications/socialcare/guidance1/services/?lang=en>

Boards and also creating Safeguarding Boards straddling across children and adults services;

- Greater focus on **outcome** based practice;
 - Bringing the **legislative framework** around adult protection closer to that of safeguarding children and young people;
 - Changes to the identification and classification of adults in need of protection.
- 3.2 Our local improvement journey around adult safeguarding continues at pace. Key priorities for action will include the following areas during 2013/14
- Further strengthen local safeguarding practice within an improvement plan framework – to include risk assessments, protection plans, user experiences and links to Community Safety (These areas of safeguarding practice form part of a Service wide Improvement Programme which are monitored quarterly);
 - Improve focus on outcomes in safeguarding work by adopting the national set of outcome measures for safeguarding (when published);
 - Consider opportunities available to strengthen strategic capacity in safeguarding (Safeguarding is to form part of the Quality Assurance function in Adult Social Care)
 - Continue to fully comply with the Corporate Safeguarding policy/procedure as the Corporate Framework develops and evolves;
 - Fully embed case file audits of safeguarding practice within our evolving Service quality assurance framework. This will be underpinned by an audit tool to undertake a monthly programme of case file reviews/audits. Audit findings and recommendations will inform change in practice;
 - Continue to develop the North West Wales Safeguarding Board with our partners;
 - Through the North West Wales Safeguarding Board, prioritise work with the Health Board (BCUHB) to analyse referral patterns and trends – in order to identify any areas of under-reporting.
 - Consider options for improved regional working (regional Adult Safeguarding Board and the proposed north wales safeguarding referral hub);
 - Review our current local Escalating Concerns protocol (to ensure it remains contemporary + fit for purpose)
- 3.3 Progress has been reported separately to committee on the sub-regional Safeguarding Framework. The newly formed North West Wales Adults' Safeguarding Board has a responsibility for:-
- Responsibility for **providing a strategic lead** in protecting vulnerable adults;
 - **Aggregating information** about adult protection referrals in the
 - Local Authorities catchment areas;
 - **Auditing specific cases** so that lessons can be learned and care practice improves;
 - **Collaboration** with adjacent Area Adult Protection Committees across North Wales (Conwy/Flint/Denbighshire/Wrexham);

- **Monitoring** training and policy development.

To that end, this will be the last Ynys Môn annual report that we will publish- with the activity appertaining to the 2013/14 year forming part of a North West Wales report.

4.0 ELECTED MEMBER ROLE IN SAFEGUARDING ADULTS

4.1.1 All Elected Members share responsibility for safeguarding those adults whose circumstances make them vulnerable or at risk. It is thus important, if improvements are to be made and sustained, that local arrangements for Safeguarding are subject to scrutiny and challenge which is focused upon:-

- Ensuring adults are properly safeguarded;
- That individuals' life chances are improved.

The role of Elected Members involved in scrutiny is crucial within this context.

4.1.2 The Scrutiny Committee plays a key role in strengthening the way in which the views and concerns of local communities are represented⁸. Indeed, Scrutiny can and should contribute to better safeguarding. This workstream needs to be a priority over the next period.

4.1.3 A series of awareness raising / training sessions on our local safeguarding arrangements for both children and adults will be convened for Elected Members of the new Council over the coming period. The purpose of these sessions will be to commence a journey of raising awareness around safeguarding and supporting Elected Members to begin to fully appreciate their roles and responsibilities.

4.1.4 It can be confirmed that the Lead Member for Adult Safeguarding is Councillor Kenneth Hughes, Portfolio Holder (Social Services and Housing).

OBSERVATIONS FROM SCRUTINY

The report was submitted to the Corporate Scrutiny Committee on 29th July, 2013 for information only. The Chairman has decided this item should be 'for information only' as the Committee agenda was very full, but mainly because the Report was looking back over 2012-13 and thus the Committee would not be able to effect any real change by any comments it might make. The Chairman suggested, and Committee supported his suggestion, to ask the next year's 2013-14 report be brought to Committee earlier to enable a more useful and timely contribution.

(B. Symonds, Scrutiny Manager)

⁸ Adult Safeguarding Scrutiny Guide, The Centre for Public Scrutiny (CFPS) + Improvement and Development Agency (IDEA) April, 2010

5.0 RECOMMENDATIONS

The Executive Committee is requested to:-

- R1 Endorse adult safeguarding progress during 2012/13;**
- R2 Support the 2013/14 local improvement priorities identified in respect of adult safeguarding;**
- R3 Endorse the intention of the North West Wales Adult Safeguarding Board to publish its first annual report in July, 2014 covering activity across both Ynys Môn and Gwynedd.**
- R4 Support priority being given to developing Elected Member scrutiny of safeguarding.**

Anwen Davies,
Head of Adults' Services
10 July, 2013
(amended 29/07/13 + 15/08/13)

APPENDIX
1. Extract from the Head of Service's Annual Report - Safeguarding

Extract from the Head of Service’s Annual Report - Safeguarding

Safeguarding

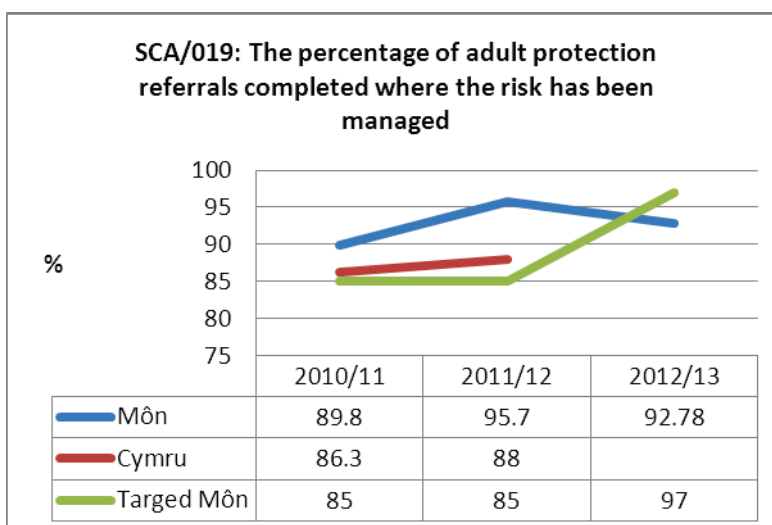
This section of the Annual Report describes how we have performed in our duty to work with partners and others to protect our most vulnerable individuals. Protecting our most vulnerable individuals is the core business of Social Services. It is paramount that we have effective structures and systems in place to protect the most vulnerable. We are committed to ensuring that these structures and systems are sustainable and place safeguarding at the heart of a partnership approach across the public sector and indeed the care sector in general.

What we said we would do?

- Continue to provide an effective response to allegations of abuse or neglect;
- Continue our efforts to raise awareness of Protection of Vulnerable Adults (POVA) and the preventative agenda;
- Interventions underpinned by good quality assurance mechanisms;
- Realise the recommendations of an independent audit of local POVA arrangements (undertaken in March, 2012);
- Undertake strategic work with Gwynedd Council to develop a sub-regional safeguarding framework compliant with the Social Services and Wellbeing (Wales) Bill 2013.

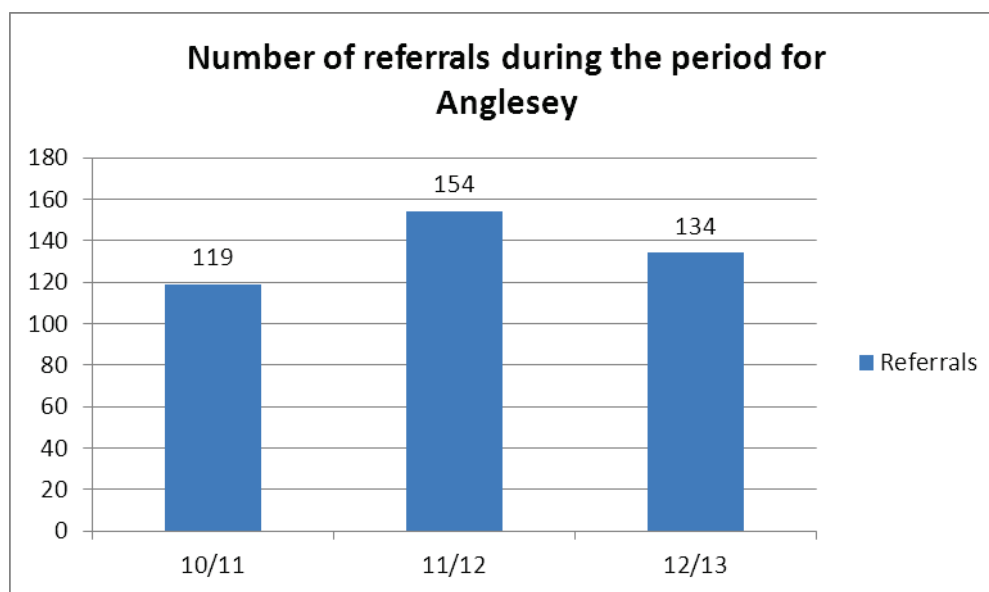
What have we done?

Safety of our most vulnerable adults is of utmost importance to us. 92.78% of all completed adult protection referrals we received during 2012/13 evidenced that risk is being managed. Our performance data paints the following 3 year picture:



The slight drop in this year's performance is due to a small number of service users opting to withdraw from the adult protection process.

We have fully implemented the All Wales Interim Adult Protection Procedures. The referral rates for adult protection have dipped during the last year (134 referrals having been received in 2012/13, 154 in 2011/12) – the graph below illustrates the pattern of referrals over the past 3 years. Training was delivered to 407 professionals at Level 2 and 30 at Level 3/4 workers during the past year covering the spectrum of the adult social care workforce and health service.



The Protection of Vulnerable Adults (POVA) activity continues to build upon a solid foundation evidenced by the Care and Social Services Inspectorate for Wales (CSSIW) inspection report published back in March, 2010. We commissioned an independent audit (via the Social Services Improvement Agency) of our local adult protection arrangements towards the latter part of 2011/12 as a quality assurance check that our arrangements:

- Comply with national expectations;
- Remain focused;
- Put us in a strong position to respond to the Social Services and Wellbeing (Wales) Bill 2013.

“The Service has successfully embedded a positive culture of safeguarding adults and has created a co-operative “can do” approach to responding to alerts and referrals. Staff are committed to safeguarding and managers provide a supportive environment within which to work”

Independent Audit Report, March 2012

Our local improvement journey during the past year in response to the recommendations of this independent audit has been within a national framework of evolving expectations, responsibilities and accountabilities. I can report that significant progress has been made against our Improvement Plan over the past 9 months with 75% of our targets having been accomplished:

Key Action 1	Appropriate and timely response to alerts and referrals for adult safeguarding.
Key Action 2	Further develop our practice in screening and evaluating the quality of referrals.
Key Action 3	Ensure purposeful and focused strategy discussion and well structured & convened strategy meetings.
Key Action 4	Work within current All Wales Interim Adult Protection Procedures to further strengthen our local response and practice when allegations reach the investigation stage.
Key Action 5	Further embed full implementation of the All Wales Interim Adult Protection Procedures to underpin safeguarding practice locally.
Key Action 6	Develop local framework & practice to ensure people's experiences and outcomes of safeguarding are integral to every stage of the process.
Key Action 7	Work within the current Gwynedd & Môn Adult Protection Forum to develop a sub-regional safeguarding framework.
Key Action 8	Ensure that staff at all levels have regular opportunities to keep abreast of developments.

In terms of seeking assurances concerning Safeguarding practice, an audit tool has been developed and piloted across the Service during 2012 and is now evolving as mainstream quality assurance practice. These case file audits are completed by our POVA Co-ordinator and as one whom is once removed from frontline practice provides a degree of impartiality to the audit process. This case file auditing is to be consolidated and fully embedded in the Service during 2013.

I am pleased to report that significant progress has also been evidenced in developing the strategic framework underpinning adult safeguarding which was one of our key priorities for 2012/13. The Môn/ Gwynedd Area Adult Protection Forum has been replaced by a North West Wales Shadow Adult Safeguarding Board. This is a development we are particularly proud of and have been instrumental in its inception. The Shadow Board is supported by a jointly agreed self-assessment tool and implementation plan. This development has also been a catalyst for regional consideration in developing a North Wales Adult Safeguarding Board.

A Member adult safeguarding Lead has been appointed to steer political responsibilities and accountabilities for safeguarding. A programme of safeguarding training has also been provided for Elected Members as a mechanism to raise awareness of responsibilities. This programme was well attended and received.

Adults' Services has also contributed to the development of a Corporate Safeguarding policy and underpinning arrangements for self-regulation of its safeguarding functions. This framework has been implemented across all Teams within the Service.

Finally, our work around Escalating Concerns has continued during 2012 underpinned by our Escalating Concerns Protocol which was adopted in August, 2011 as a multi-disciplinary framework. We have during 2012 commissioned an independent Management Review under the auspices of the All Wales Interim Adult Protection Guidelines – which was in response to implementation of the Escalating Concerns Protocol resulting in a home closure. We have very recently received the findings of the Management Review which will form the basis of a multi-disciplinary learning event we will be convening in May, 2013. It is also timely that we review our Escalating Concerns Protocol with our partners and this will be prioritised to be completed in 2013.

Judgement

I am encouraged by the significant progress we have made over the past 12 months in developing both local protection practice and safeguarding as well as our strategic sub-regional developments. We are well positioned to play a full part in the evolving regional safeguarding framework as well as prepare for a step change in the legal framework underpinning adult safeguarding and protection. The initial outcomes in light of these changes confirm that this has been the right route to take to service improvement.

We have developed a strong safeguarding culture which is evidenced in our performance. This area of our business is emerging as an area of strength for us. In order to further strengthen, we will need to prioritise quality assurance as mainstream activity in safeguarding during 2013

Key Priorities for Action

- Further strengthen local safeguarding practice within an improvement plan framework – to include risk assessments, protection plans, user experiences and links to Community Safety;
- Improve focus on outcomes in safeguarding work by adopting the national set of outcome measures for safeguarding (when published);
- Consider opportunities available to strengthen strategic capacity in safeguarding;
- Continue to fully comply with the Corporate Safeguarding policy/procedure;
- Fully embed case file audits of safeguarding practice within our evolving Service quality assurance framework;
- Continue to develop the North West Wales Shadow Safeguarding Board with our partners;
- Consider options for improved regional working (regional Adult Safeguarding Board and the proposed north wales safeguarding referral hub);
- Review our current local Escalating Concerns protocol.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	09/09/2013
Subject	Dublin Declaration on Age Friendly Cities and Communities in Europe 2013
Portfolio Holder(s)	Councillor Kenneth P Hughes
Lead Officer(s)	Anwen Davies, Head of Adults' Services
Contact Officer	Brian Jones, Older People Strategy Coordinator
Nature and reason for reporting	
<p>To consider:-</p> <ol style="list-style-type: none"> 1. The wider policy context and implications for the Local Authority; 2. Whether the Isle of Anglesey County Council should sign up to the Dublin Declaration; 3. The propriety of accepting the WLGA offer of one day's support free of charge. 	

A – Introduction / Background / Issues
See CH - Summary

B - Considerations
See CH - Summary

C – Implications and Impacts		
1	Finance / Section 151	-
2	Legal / Monitoring Officer	-
3	Human Resources	-
4	Property Services (see notes – separate document)	-
5	Information and Communications Technology (ICT)	-
6	Equality (see notes – separate document)	-
7	Anti-poverty and Social (see notes – separate document)	-
8	Communication (see notes – separate document)	-

C – Implications and Impacts		
9	Consultation (see notes – separate document)	-
10	Economic	-
11	Environmental (see notes – separate document)	-
12	Crime and Disorder (see notes – separate document)	-
13	Outcome Agreements	-

CH - Summary		
BACKGROUND/CONTEXT		
<p>Europe has a rapidly ageing population and parts of Wales can already really evidence the effects of demographic change amongst their communities and on their resources, with a significant and growing percentage of their communities now 50+ years. Councils are already planning to adapt but there is value in sharing and learning from others to create a co-ordinated and strategic approach across Wales.</p> <p>The public sector and governments at all levels across Europe accept that future policy and practice will need to reflect this unprecedented global trend. It is also accepted that greater emphasis on integrated policies that connect agendas for the environment, housing, health and social care is the most appropriate way forward.</p> <p>The Ageing Well in Wales Programme¹, of which local authorities are key strategic partners, is linking with the World Health Organisation (WHO)² and European Networks³ to ensure that Wales has the opportunity to participate and collaborate at both local and national levels.</p>		

¹ Ageing Well in Wales is a five year national programme to coordinate local and national action linked to the European Innovation Partnership for Active and Healthy Ageing. It is hosted by the Older People Commissioner for Wales .
www.olderpeoplewales.com/ageingwell

² WHO is the directing and co-ordinating authority for health within the United Nations system. It is responsible for providing leadership on global health matters, shaping the health research agenda and providing technical support to countries and monitoring and assessing health trends <http://www.who.int/en/>

³ Each council in Wales will participate within a thematic national network, facilitated **by Ageing Well in Wales**, to collaborate on making changes. For example to buildings, homes, parks, leisure , planning, transport in order to help people living in their community to age well and lead positive lives irrespective of their age.

D - Recommendation

The Executive Committee is requested to:-

- R1 Consider the merits of engaging in a Wales and European wide network of excellence and innovation to create Age Friendly Communities by 2020;
- R2 Support agreement to make a public declaration of intent as set out by the proposed Dublin Declaration (with the WLGA to coordinate representation through remote arrangements);
- R3 Support agreement to participate within the thematic network on creating Age friendly communities co-ordinated by the Ageing Well in Wales programme (hosted by the Office of the Commissioner for Older People);
- R4 Support further dialogue through the WLGA and the WHO, for Wales to contribute to adapting WHO's guidelines for communities by using welsh communities as pilot sites;
- R5 Support accepting the WLGA's offer comprising of one day's free support/development training on demographic change and/or creating age friendly communities – which will be negotiated by the Council's newly appointed Older People's Champion.

Name of author of report: Anwen Davies

Job Title: Head of Adults' Services

Date: 12/08/2013

Appendices:

1. ANNUAL GENERAL ASSEMBLY DECLARATION

Background papers

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	Executive Committee
DATE:	09/09/2013
TITLE OF REPORT:	Dublin Declaration on Age Friendly Cities and Communities in Europe 2013
PURPOSE OF THE REPORT:	To consider:- <ol style="list-style-type: none"> 1. The wider policy context and implications for the Local Authority; 2. Whether the Isle of Anglesey County Council should sign up to the Dublin Declaration; 3. The propriety of accepting the WLGA offer of one day's support free of charge.
REPORT BY:	Anwen Davies, Head of Adults' Services
CORPORATE DIRECTOR:	Gwen Carrington, Corporate Director of Community

1. BACKGROUND/CONTEXT

- 1.1 Europe has a rapidly ageing population and parts of Wales can already really evidence the effects of demographic change amongst their communities and on their resources, with a significant and growing percentage of their communities now 50+ years. Councils are already planning to adapt but there is value in sharing and learning from others to create a co-ordinated and strategic approach across Wales.
- 1.2 The public sector and governments at all levels across Europe accept that future policy and practice will need to reflect this unprecedented global trend. It is also accepted that greater emphasis on integrated policies that connect agendas for the environment, housing, health and social care is the most appropriate way forward.
- 1.3 The Ageing Well in Wales Programme⁴, of which local authorities are key strategic partners, is linking with the World Health Organisation (WHO)⁵ and European Networks⁶ to ensure that Wales has the opportunity to participate and collaborate at both local and national levels.

⁴ Ageing Well in Wales is a five year national programme to coordinate local and national action linked to the European Innovation Partnership for Active and Healthy Ageing. It is hosted by the Older People Commissioner for Wales .
www.olderpeoplewales.com/ageingwell

⁵ WHO is the directing and co-ordinating authority for health within the United Nations system. It is responsible for providing leadership on global health matters, shaping the health research agenda and providing technical support to countries and monitoring and assessing health trends <http://www.who.int/en/>

⁶ Each council in Wales will participate within a thematic national network, facilitated *by Ageing Well in Wales*, to collaborate on making changes. For example to buildings, homes, parks, leisure , planning, transport in order to help people living in their community to age well and lead positive lives irrespective of their age.

2. STRATEGY FOR OLDER PEOPLE AND BROADER LOCAL AUTHORITY POLICY CONTEXT

- 2.1 Welsh Local Authorities consider the following to be important factors in reshaping places, policies and practice in respect of older people:-
- consistently recognising the need for integrated policy and practice;
 - working with and listening to communities;
 - placing the voice of older people at the centre of local delivery. Councils have led the way in implementing joined up action as part of the Older People's Strategy⁷. The first round of Integrated Plans is a key vehicle to capitalise on the connectivity of aligning local authority, the NHS and other partners' contribution.
- 2.2 Phase Three of the Strategy for Older People (2013-2023),⁸ was launched in May 2013. The Strategy is to identify 'creating age friendly places' as a key priority within the overall concept of improving the wellbeing of older people (defined as 50yrs+). The contribution of reshaping social, environmental and financial resources to this overall goal is a vital element to achieving success. Councils are therefore best placed to lead this action at both local and national levels. Real difference to older people's lives can only be made through a shared commitment across the statutory, private and voluntary sectors to shape services that are appropriate to their needs. The Strategy identifies three main priority areas for action:-
- social resources
 - environmental resources
 - financial resources
- It also recognizes that good physical and mental health, lifestyle factors, access to information and advice, equality and diversity, language needs and preparation for later life are important issues in each of the priority areas.
- 2.3 The Dublin Declaration replicates the same key priorities as the Strategy for Older People. Implementation cannot be achieved in isolation. Emphasis is placed on "mainstreaming" the concerns of older people, so that they are integrated into all policy areas. This means that they should be taken into account by all Council Departments and in each of the core strategies which feed into the Integrated Plan.
- 2.4 The Dublin Declaration is underpinned by a key strategic driver around creating and realizing age-friendly solutions in practice within the following areas:
- labour markets and work places;

⁷ Welsh Government launched a strategy phase three of the Older People's Strategy on May 22nd Living Longer – Ageing Well www.cymru.gov.uk

⁸ www.cymru.gov.uk

- products and services, building, transport, ICT and social participation;
- social protection systems, social inclusion and services provision.

Public sector organisations and government at all levels across Europe accept that future policy and practice will need to reflect a great emphasis on integrated policies – that connect agendas for the environment, housing, health and social care. Councils will need to demonstrate a commitment and share the responsibility of working together to create structures that are capable of delivering transformed services.

- 2.5 **The ‘Ageing Well in Wales’ Programme** - This five year strategic programme, supported by the WLGA and other national partners, is hosted by the Office of the Commissioner for Older People in Wales. Immediate priorities for action were agreed in 2012. One key strategic strand of its 2013-2015 plan is to develop ways in which councils and partners can respond to demographic change.
- 2.6 The WLGA have made an offer to all Local Authorities in Wales – comprising one day’s free support or development training on demographic change and/or creating age friendly communities this will support the Council in its Transformation Programme for Adult Services - Building Communities is a key underpinning thread within our Programme.
- 2.7 The Local Authority is already a member of the Ageing Well in Wales programme. As such Anglesey Council has received the highest rating of 3 stars for innovation on active healthy ageing – alongside other Authorities across the Principality. This affiliation enables possible access to European funding under the auspices of the next EU strategy budget for healthy, active ageing. Ageing Well in Wales has set itself a target to draw down €20m over 5 years.

3. The Dublin Summit and Declaration of Commitment (June 2013)

- 3.1 Under the auspices of the Irish Presidency of the European Union, senior political representatives of European cities, municipalities, communities and regions gathered together at a Summit on “Age friendly communities” during June, 2013 in Dublin. Wales has been invited to join a public declaration of signing up to a common set of principles and actions that will be known as the Dublin Declaration.
- Achieving a society for all ages requires a holistic approach to wellbeing and active ageing which encompasses, a collective responsibility of decision makers at all levels. It also requires active engagement of other relevant stakeholders for designing and implementing solutions which meet the needs of all people as they age. There is also an active role for older people’s organizations themselves in initiating this work, liaising between partners and facilitating the implementation process.

- 3.2 To date, 17 of the Welsh Local Authorities have either signed the public declaration or are in the process of doing so. This positions the Principality well in the arena of the World Health Organisation Age Friendly Communities.

4. OLDER PEOPLE'S CHAMPION

- 4.1 The Council has recently confirmed the appointment of Councillor Robert Llywelyn Jones as the Older People's Champion. The role will focus on the following:
- Ensure that whatever the issues, the needs, wishes and preferences of older people are fully taken into account in the planning and implementation of policy and services. This can cover the whole spectrum of Local Authority work including transport, housing and education.
 - Support effective partnership and collaboration- establish links between local fora and local community/voluntary groups to promote a joined up approach to the older people agenda.
 - Finding ways to ensure that people aged 50+ are at the heart of decision making processes around the commissioning, planning and delivery of services for older people

OBSERVATIONS FROM SCRUTINY

The Partnership and Regeneration Scrutiny Committee at its meeting convened on 25 July, 2013 supported the recommendations to be submitted to the Executive Committee.

5. RECOMMENDATIONS

The Executive Committee is requested to:-

- R1 Consider the merits of engaging in a Wales and European wide network of excellence and innovation to create Age Friendly Communities by 2020;**
- R2 Support agreement to make a public declaration of intent as set out by the proposed Dublin Declaration (with the WLGA to coordinate representation through remote arrangements);**
- R3 Support agreement to participate within the thematic network on creating Age friendly communities co-ordinated by the Ageing Well in Wales programme (hosted by the Office of the Commissioner for Older People);**
- R4 Support further dialogue through the WLGA and the WHO, for Wales to contribute to adapting WHO's guidelines for communities by using welsh communities as pilot sites;**
- R5 Support accepting the WLGA's offer comprising of one day's free support/development training on demographic change and/or creating age friendly communities – which will be negotiated by the Council's newly appointed Older People's Champion.**



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ANNUAL GENERAL ASSEMBLY

DECLARATION

16 May 2013

The European Union is at a cross roads, looking to re-shape its vision and its priority action areas in the light of the current economic situation. Every Member State wants and needs it all – jobs, competitiveness and growth as well as security, a sustainable future and a dignified quality of life for all. Urbanisation, economic globalisation, climate change and demographic shift are universal trends that are both accelerating and converging. They are all interlinked and need to be looked at together. In Europe's current focus on economic recovery, we are in danger of missing the importance of to accommodating the needs of Europe's ageing population taking into account the principles of intergenerational solidarity, equity and justice.

If we continue to consider an accessible environment and our older people's health, welfare or social participation needs as burdens to be accommodated by the fruits of the labour of those who are still at work, we are missing the point. Older people are an increasingly diverse group and an enormous economic and social resource that will grow in number and can grow in quality. But we need to provide smart, sustainable, inclusive and supportive environments for all of us to engage, contribute and prosper.

Achieving a society for all ages requires a holistic approach to wellbeing and active ageing which encompasses, on the one hand, a collective responsibility of decision makers at all levels and active engagement of other relevant stakeholders for designing and implementing solutions which meet the needs of all people as they age. On the other hand, older people's organisations themselves should play an active role of initiators of this common work, liaise between all actors and facilitate the implementation process.

Therefore, in the framework of the European Year 2013 of Citizens and in line with AGE General Assembly's 2012 Final Declaration's objective to create a society for all ages⁹, AGE member organisations commit to mobilising relevant stakeholders to create age-friendly environments (AFE) in their country, in particular through encouraging dialogue between all levels of governance, civil society and business in creating a society for all ages.

I. AGE General Assembly 2013 calls on EU and national leaders to:

Create age-friendly solutions in practice in the fields of:

- **Labour markets and work places**
 - Provide conditions for healthy ageing as a prerequisite for longer working careers;
 - Increase the effective retirement age by taking more active measures to fight long-term unemployment among older workers, rather than just postponing mandatory retirement ages;
 - Maintain skills by stimulating professional mobility and life-long-learning, training for new skills, recognition of informal and non-formal skills, anticipate and manage career-paths;
 - Facilitate flexibility and transition periods (for example between studies and work, between work and retirement, for workers with caring duties) based on individual or collective formal agreements;
 - Empower employees and strengthen their capacity to adapt to the changing work environment, recognise their competencies and experiences to benefit individual workers and their companies;

⁹ http://www.age-platform.eu/images/stories/AGE_2012_General_Assembly_Declaratiion_FINAL.pdf



- Combat age discrimination in employment and stereotypes through the promotion of a positive image of older people in the media;
 - Enforce gender equality and address the needs of informal carers (mainly women) in access to social protection rights both at national level, as well as at EU level through a proposal for legal provisions on carers' leave.
- **Products and services, buildings, transport, ICT, social participation...**
 - Mainstream 'the design-for-all' concept – based on a coherent model of social and functional inclusion – into the fabric of our social, technical, political and economic processes that underpin policy-making;
 - Move beyond the provision of minimum accessibility requirements to embrace standards of space, quality, flexibility and adaptability that can accommodate our varied life-styles over varying life-courses. Daylight and brightness, balconies, outdoor spaces and the natural environment, adaptability and 'care ready' designed housing are pre-requisites;
 - Make neighbourhoods adapted and tailor-made for all ages to achieve living, life-enhancing, vibrant, diverse, safe, inclusive and trust-based environments that are sustainable environmentally, economically, socially and emotionally for individuals, families and communities, across all ages;
 - Adapt housing in a way to be suited for implementing modern technologies so that older people and people with disabilities are able to profit from their potential for sustaining an autonomous life according to their individual needs;
 - Create accessible and inclusive public transport infrastructure that can be experienced as 'seamless' within and across varied modes of transport within and between cities, regions and cross-border;

Put older people's experience at the heart of inclusive systems designed to achieve accessible environments, goods and services.
 - **Social protection systems, social inclusion and services provision**
 - Guarantee an adequate minimum income in old age to fight poverty and prevent social exclusion – considered as a fundamental right to ensure everyone's dignity and independence in line with the Article 1 of the European Union Charter of Fundamental Rights;



- Preserve the adequacy of pensions at national level and put in place an efficient European supervision and regulatory system for financial markets and institutions to provide adequate protection of investments, supplementary pensions systems and individual savings;
- Preserve universal and non-discriminatory access to healthcare, including compassionate palliative care, and ensure that services are offered according to people's needs rather than their capacity to pay;
- Better coordinate actions between the various health and social services that older people need to age in good health and remain autonomous. A holistic approach to wellbeing and active ageing is necessary and this is not only a matter of financial resources;
- Guarantee individual and adequate pension rights for all to ensure a dignified life in old age including those with justified career breaks, mainly women;
- Improve gender equality for all age groups and empower women to take a more active role in the labour market through age and gender-friendly labour markets and social protection systems through an adequate offer of child and eldercare facilities; Develop a common EU methodology to assess poverty and dignity in old age and define criteria for an adequate income in old age based on people's individual needs i.e. a European benchmark such as reference budget is most needed for that purpose;
- Support concrete initiatives at grass-root level to combat social isolation and loneliness, such as cultural and leisure activities;
- Take action to combat elder abuse and promote a dignified end-of-life for all. Raise awareness of individual and collective responsibility in accompanying each one of us in the final stages of our lives.

Mobilise all levels of governance and other actors

- Support a European Covenant on Demographic Change which will seek to create the necessary political and technical framework to bring together local and regional authorities and other stakeholders across the EU who want to find smart and innovative solutions for the promotion of age-friendly environments;



- Through this Covenant create a European network of age-friendly local and regional authorities, both urban and rural, supporting the same vision of a society for all ages based on the World Health Organisation's approach on age-friendly environments;
- Develop integrated transversal national programmes to support local and regional AFE initiatives and exchange experience with other interested Member States to help other countries adopt similar programmes;
- Seize the opportunity of the Europe 2020 Strategy for smart, sustainable and inclusive growth and the Guideline Principles on Active Ageing adopted by the EPSCO¹⁰ Council in December 2012 to preserve the European social model guaranteeing adequate, fair and sustainable social protection systems and enhancing overall social cohesion;
- Support the European Innovation Partnership on Active and Healthy Ageing's actions on age-friendly environments;
- Strengthen research across Member States that evaluate and promote solutions to respond to the needs of the ageing population in ways that are fair for all generations while contributing to sustainable and inclusive growth in a Europe free of poverty;
- Help local and regional actors contribute to the Knowledge and Innovation Community for healthy living and active ageing;
- Support healthy competition and higher competitiveness among "silver economy" industries;
- Build synergies between existing EU policy processes and funding programmes and the UN policy instruments and implementation programmes on ageing to ensure that these processes will deliver better outcomes in the promotion of active ageing and solidarity between generations;
- Improve the coherence and transparency of the EU's internal and external action by establishing a multi-stakeholder dialogue group on the rights of older people at EU level.

II. AGE General Assembly 2013 calls on older people themselves and their organisations to play an active role in promoting AFE across the EU, in particular to:

- Use the momentum of the EY2013 of Citizens and the upcoming European Parliament elections to campaign for politically responsible officials for older people's issues in each and every

¹⁰ EPSCO Council : EU Employment, Social Affairs, Health and Consumers' affairs ministers



segment of the political decision process. Develop in a participatory manner a manifesto for the EP elections (2014) that promotes an age-friendly EU;

- Initiate at local level dialogue, initiatives, projects, programmes etc. aiming at raising awareness and eventually the creation of age-friendly environments; Liaise between all actors and facilitate the implementation of age-friendly concept;
- Promote active citizenship and set up meetings with their local, regional and national politicians, decision makers or other stakeholders (researchers, employers, trade unions, NGOs...) to encourage them to launch initiatives to support active ageing, solidarity between generations and age-friendly environments;
- Inform their municipality/county/region about AGE campaign on AFE; disseminate information on the potential benefits of an EU Covenant on Demographic Change by informing all levels of governance on AGE campaign;
- Collect and further promote examples of sustainable and evidence based good practice on creating age-friendly environments;
- Improve civil society's representativity of the diversity of Europe's ageing population by building alliances among different societal groups using inclusive language.



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AGENDA ITEM NO.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	9 th September 2013
Subject	<ol style="list-style-type: none"> 1. To secure approval of the plan to establish a National Adoption Service for Wales, supported by Regional Adoption Collaboratives. 2. To secure agreement that Wrexham Borough Council will act as the lead authority for the North Wales Region
Portfolio Holder(s)	Councillor Kenneth Hughes
Lead Officer(s)	Anwen Huws – Head of Children’s Services
Contact Officer	Anwen Huws – Head of Children’s Services
Nature and reason for reporting	
<p>To assure <i>Executive Committee</i> that the Council's statutory functions in relation to providing an Adoption Service are fully met, in accordance with legislation and guidance.</p>	

A – Introduction / Background / Issues
<p>Adoption must be seen in the broader context of planning placements and permanence for children and as part of an integrated system of services for meeting their needs and promoting their well-being. Adoption Services as a whole are complex, provided to a wide range of service users from very young children who are being placed for adoption to older adults who are seeking to be re-united with their birth families.</p> <p>There is a clear requirement that children in care must have plans for permanence in place which consider the full range of permanence options and which are put into effect with appropriate urgency.</p> <p><i>Executive Committee</i> will be aware that the creation of a National Adoption Service is one of the key policy strands of the Welsh Government and that, if enacted, the Social Services and Well-Being (Wales) Bill will allow Ministers to prescribe arrangements by local authorities.</p>

Working closely with the Welsh Local Government Association (WLGA), ADSS Cymru produced a functional model for delivery of Adoption Services across Wales. A copy of this report is attached at Appendix A. The model was endorsed by the Expert Advisory Group on Adoption established by Welsh Government. The outline proposal developed by ADSS Cymru was agreed in principle by Leaders at WLGA Council in April.

Subsequently, in a Written Statement on 25th April 2013, the Deputy Minister for Children and Social Services endorsed the proposals for achieving a National Adoption Service and the development of a Functional Model for the delivery of services across Wales, as presented by ADSS Cymru and the WLGA. A copy of the Written Statement is attached at Appendix B.

The proposals outlined in detail in Appendix A, provide an ambitious but realistic pathway for creating an effective and responsive National Adoption Service. This will help to ensure:

- A new direction for the delivery of Adoption Services that is particularly suited to the Welsh context.
- Timely implementation of the improvements required.
- An increase in the pace of collaboration and the capacity to build sustainable services for the future.
- A reduction in bureaucracy and a streamlining of service delivery.
- An improvement in service accessibility for all key stakeholders.
- Maintenance of the essential integrity and coherence between all elements of Adoption Services, to prevent a mismatch between the needs of children requiring adoption placements and the adopters being recruited.
- Long term and lasting improvements to address the weaknesses identified in some elements of current service provision.
- A central place for the significant contribution made by the Voluntary Sector as valued co-producers and delivery partners.
- Collective opportunities for local authorities to respond effectively to rising pressures within the care system.

The proposal will be underpinned by a National Standardised Performance Framework that will allow the National Adoption Service to identify, review and highlight key performance measures. The framework will set performance thresholds and make clear the Welsh Government's minimum expectations for timeliness in the adoption system, for both the child and prospective adopter.

The National Adoption Service will be responsible for:

- Establishment of a National Board.
- Monitoring the delivery of services in accordance with the national performance framework.
- Producing an Annual Report and action plan.
- Developing a national marketing and awareness raising strategy.
- Providing a single point of contact for anyone seeking information about adoption.
- Providing a database of information.
- Developing and maintaining a National Adoption Register.
- Co-ordination of Adoption Panels, Panel Members, Pre-Approval Training, Post Adoption Support Services and provision of the Independent Review Determination Service.
- Acting as a Centre of Excellence for Adoption in Wales.

The functional model proposes five Regional Adoption Collaboratives are established, to deliver the functions of the National Service including:

- Ensuring compliance with legislation, regulation and the performance management framework.
- Recruitment and assessment of prospective adopters.
- Ensuring appropriate matching of children.
- Provision of the whole range of support services including birth parent counselling, step parent adoptions, intermediary services and letterbox contact.
- Ensure effective links are maintained with local authorities Children's Social Services.

The proposed five regional collaboratives are:

- North Wales – Wrexham, Flintshire, Gwynedd, Conwy, Denbighshire and Ynys Mon;
- South East Wales – Blaenau Gwent, Monmouthshire, Torfaen, Newport and Caerphilly;
- West & Mid Wales – Ceredigion, Carmarthenshire, Pembrokeshire and Powys;
- Western Bay – Bridgend, Neath Port Talbot and Swansea; and
- Mid & South Wales – Cardiff, the Vale of Glamorgan, Merthyr Tydfil and Rhondda-Cynon-Taff.

These collaboratives are currently at different stages of development.

- North Wales – Wrexham, Flintshire, Gwynedd, Conwy, Denbighshire and Ynys Mon has been in existence since 2009.

It is planned that all five Regional Collaboratives will be established by April 2014.

In addition, each local authority will retain responsibility for the following:

- Assessment and care planning and reviewing of Looked After Children and young people.
- Ensuring the Agency Decision Maker functions are fulfilled.
- Assessment of the Adoption Support needs of children for whom the plan is adoption.
- Involvement in the matching and linking of children and adopters.
- Providing birth parent counselling.
- Making applications to the Courts for appropriate orders.
- Attending Adoption Panels where proposed matches are being considered.

B – Considerations

A Task and Finish Group will be established with representatives from Welsh Government, ADSS Cymru, Care and Social Services Inspectorate Wales (CSSIW), British Association for Adoption and Fostering (BAAF), Voluntary Adoption Agencies and each of the five Regional Collaboratives. The purpose will be to produce a robust change programme for implementing the functional model.

It is recognised that Programme Management capacity is required to drive through these changes in a timely fashion and the Deputy Minister has awarded £50k to ADSS Cymru to support the implementation.

The following key milestones have been agreed:

- Membership and brief of the Task and Finish Group – June.
- Identification of the five Lead Authorities – June.
- Development of a common Implementation Plan format – July.
- Support Lead Authorities in their role – July.
- Outline business components for the infrastructure of the National Service – July.
- Regional Implementation Plans in place – August.

Adoption services are governed by a number of detailed Statutory Regulations and it is acknowledged that changes to these Regulations will be required in due course. However, progress in implementing key aspects can be made pending the required changes. In advance of any legislative requirements that may be included in the Social Services and Well-Being (Wales) Bill, each local authority will need to make its own decision regarding the case for change.

C – Implications and Impacts		
1	Finance / Section 151	
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services (see notes – seperate document)	N/A
5	Information and Communications Technology (ICT)	N/A
6	Equality (see notes – seperate document)	
7	Anti-poverty and Social (see notes – seperate document)	N/A
8	Communication (see notes – seperate document)	N/A
9	Consultation (see notes – seperate document)	N/A
10	Economic	N/A
11	Environmental (see notes – seperate document)	N/A
12	Crime and Disorder (see notes – seperate document)	N/A
13	Outcome Agreements	N/A

C – Implications and Impacts	



CH – Summary

D – Recommendation
For the Executive Committee to approve the development of a National Collaborative Adoption Service

E – Comments from the Partnership & Regeneration Scrutiny Committee

Name of author of report: Emily Whall
Job Title: Collaboration Improvement Officer
Date: 25/06/13

Appendices:
1 & 2

Background papers
<p>Proposals For Achieving A National Adoption Service In Wales And Development Of The Functional Model – ADSS</p> <p>Written Statement - The Establishment of a National Adoption Service – ‘case for change’ - Gwenda Thomas, Deputy Minister for Social Services</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  <p>Appendix A - ADSS Report - National Adc</p> </div> <div style="text-align: center;">  <p>Written Statement.docx</p> </div> </div>



Leading Social Services
in Wales

Yn arwain
Gwasanaethau Cymdeithasol
yng Nghymru

**PROPOSALS FOR ACHIEVING
A NATIONAL ADOPTION SERVICE IN WALES
AND
DEVELOPMENT OF THE FUNCTIONAL MODEL**

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Dyddiad / Date: 15/04/13

Proposals for achieving a National Adoption Service in Wales and Development of the Functional Model

- This paper sets out ADSS Cymru's proposals for achieving, as quickly as possible, radical reforms to Adoption Services in Wales and the creation of a National Adoption Service. It is grounded in a strong and shared commitment to building only on the best of current practice and to ensuring that the changes enable us to keep the child's best interests throughout their life at the core of adoption work.
- Adoption should be seen in the broader context of planning placements and permanence for children and as part of an integrated system of services for meeting their needs and promoting their well-being. There is a clear requirement that children in care must have plans for permanence in place that consider the full range of permanence options and that are put into effect with appropriate urgency. These plans should be agreed as soon as possible after admission and reviewed regularly thereafter.
- As a leadership organisation, ADSS Cymru acknowledges that reform on the scale set out in this document is delivered most effectively if there is a strong consensus across the key stakeholders and a coherent and professional approach to managing change. With others, local government has a key role to play in helping to generate these preconditions and so the plans have been produced in collaboration with the WLGA. A clear political mandate across local government has been achieved in respect of those issues which touch most directly on its role in bringing about change.
- The proposals acknowledge the significant contribution that the Voluntary Sector plays in the delivery of Adoption Services in Wales and its unique expertise. It is only by the statutory and voluntary sectors working together inclusively and collectively, drawing on best practice, that the vision of a National Adoption Service can be realised. Key voluntary adoption organisations have been involved in

considering the plan put forward by ADSSC, in part through the national Expert Reference Group which has endorsed the proposals.

- The proposals provide an ambitious but realistic pathway for creating an effective and responsive National Adoption Service, a goal to which local government is committed. The Local Government Implementation Plan for Sustainable Social Services includes responsibility for developing the operational model. These proposals build on two previous papers submitted to the Expert Reference Group and they are underpinned by the ten principles for adoption services devised by BAAF (December 2011).
- The proposals will help to ensure:
 - A new direction for the delivery of Adoption Services that is particularly suited to the Welsh context.
 - Timely implementation of the improvements required.
 - An increase in the pace of collaboration and the capacity to build sustainable services for the future.
 - A reduction in bureaucracy and a streamlining of service delivery.
 - An improvement in service accessibility for all the key stakeholders in every aspect of Adoption Services.
 - Maintenance of the essential integrity and coherence between all the elements of Adoption Services, to prevent a mismatch between the needs of children requiring adoptive placements and the adopters being recruited.
 - Long-term and lasting improvements to address the weaknesses identified in the some elements of current service provision.
 - A central place for the significant contribution made by the Voluntary Sector as valued co-producers and delivery partners.
 - Collective opportunities for local authorities to respond effectively to rising pressures within the care system.
- Adoption Services are governed by a number of detailed Regulations. These proposals recognise that changes in Regulations may be required in due course but progress in implementing key aspects can be made, pending those changes.

Context

1. In February 2011, *Sustainable Social Services: A Framework for Action* made clear that some services could be delivered more effectively at a national level. The Deputy Minister was keen to pioneer this approach in exploring, with stakeholders, the remit and functions of a National Adoption Service.
2. The Deputy Minister is clear that the new powers being sought under the Social Services and Well-Being (Wales) Bill will allow Welsh Ministers to direct local authorities (adoption agencies) to come together to form such a service. The law is to be underpinned by a National Standardised Performance Framework that will allow the National Adoption Service management team to identify, review and highlight key performance measures - such as how swiftly local authorities place children in need of adoption and how swiftly they deal with prospective adopters. The framework will set performance thresholds and make clear the Welsh Government's minimum expectations for timeliness in the adoption system, for both the child and the prospective adopter. It will allow local authority adoption agencies and others to monitor their own performance and compare it with that of others.
3. The case for change is widely accepted: BAAF estimate that 1 in 4 children available for adoption will not be placed primarily because an adoptive parent resource is not available. There are clearly issues about variability, both in performance between different local authorities and in the experience of prospective adopters. Services are insufficiently coordinated and they have not tackled well enough issues about supply and demand, to overcome barriers to recruitment and matching.
4. In November 2012, following an in-depth inquiry into adoption in Wales, the Children and Young People Committee published recommendations

calling for radical action. It proposed a major shift in the way adoption services are organised and delivered, re-invigorating the momentum and the aims of the 2002 Adoption Act and strategies for placement choice and stability.

5. The Deputy Minister then repeated her commitment to establishing a National Adoption Service, which will have the power to deliver services across Wales. She has established her expectations about what the new system must offer:

- eradicating 'drift' for children in care
- eliminating waiting lists for training and assessment
- improving the matching process
- allaying adoption breakdown by providing comprehensive adoption support services
- streamlining the process and ensuring better linking and understanding between social workers
- providing the widest choice of placements through the increased use of voluntary adoption agencies; and
- most importantly, ensuring consistent delivery across Wales.

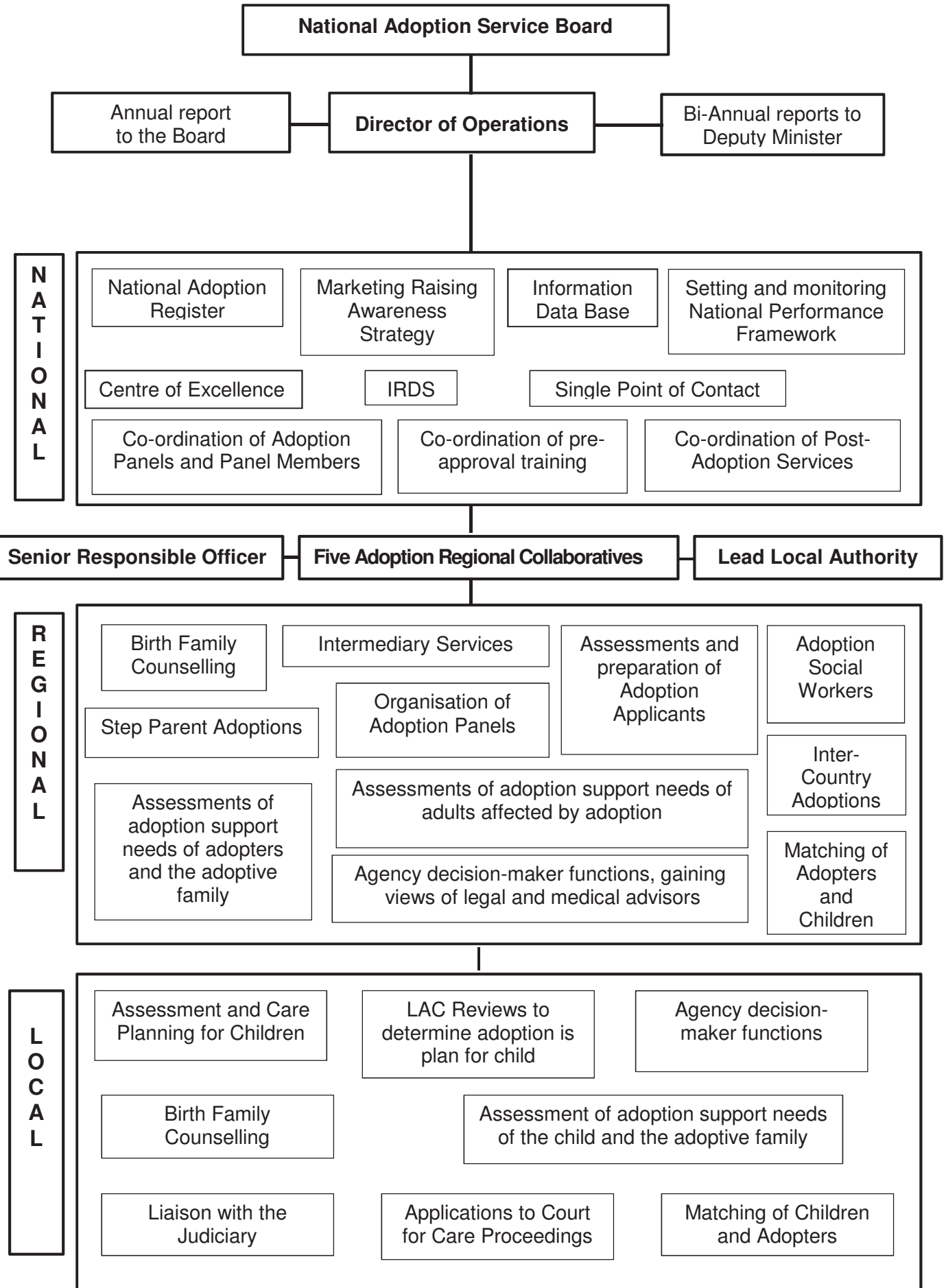
6. The Children and Young People Committee recognised too that some services are best delivered regionally. The Deputy Minister supports this approach "as the key to change is not the location of the service, but rather the delivery of a national framework for the recruitment, training and approval of prospective adopters. The focus of the National Adoption Service will be on promoting excellence and driving continued improvements, ensuring that opportunities for collaboration are maximised whilst maintaining the necessary local links and knowledge, which are crucial aspects of adoption services."

7. Adoption Services are complex, provided to a wide range of service users from very young children who are being placed for adoption to older adults who are seeking to be re-united with their birth families

and governed by a large number of detailed Regulations. These proposals are formulated as an appropriate response to that complexity.

8. One of the crucial tasks has been to ensure that the proposals provide a means of addressing urgently the concerns outlined earlier, without sacrificing the acknowledged strengths within the existing system – what the Deputy Minister describes as “achieving change without detriment.” For this reason, ADSS Cymru has worked with the WLGA to ensure that there is support for the proposals from local authorities across Wales as well as from the professional leadership organisation for social services. We believe the National Adoption Service would reap great benefits from harnessing this support for change.
9. The report of the *National Inspection of Adoption and Permanency Services delivered by Local Authorities*, undertaken by CSSIW in 2009/10 has also been re-visited. These proposals incorporate the strengths the Inspectorate identified in the provision of Adoption Services across Wales and address the areas that were identified as requiring attention.
10. A functional model for the National Adoption Service is set out in the chart overleaf. To ensure a seamless service, co-ordinated activity between the national, regional and local elements is critical. It is only in this way that children, adopters and those affected by adoption will receive the best possible service regardless of where they live in Wales.

National Adoption Service – Functional Model



A The National Adoption Service

11. Welsh Government would establish a national performance management framework. All Agencies will be required to operate within the framework set for by the National Service.
12. The National Service would undertake the following roles and functions.
 - i **Monitoring delivery in accordance with the national performance management framework.** The Regional Adoption Collaboratives described later would be accountable to a National Board for their performance and the National Board would have the powers to intervene if they are not delivering the service to the required standards. The Regional Adoption Collaboratives will have day-to-day line-management of the staff delivering the service at a regional level.
 - ii **Establishing a National Board** with the following membership:
 - Representatives from Voluntary Adoption Agencies
 - Adoptive Parents
 - Adopted Adults/Young People
 - The senior responsible officer of the lead Local Authorities for the Regional Adoption Collaboratives
 - NHS representative
 - Education representative
 - Academic representation
 - Director of Operations of the National Adoption Service (in attendance).
 - iii **Producing an Annual Report and action plan on the delivery of Adoption Services in Wales.** The Annual Report should be presented to the Board and to the Deputy Minister. In addition, the Director of Operations will produce bi-annual reports for the Deputy Minister.

- iv **Developing and delivering a national marketing and raising awareness strategy.** This would involve developing a national brand, a set of images to be used uniformly, to ensure brand recognition across Wales. Potential adopters would get a more accessible and consistent message. It will also help dispel some of the commonly held myths about the children who are seeking adoptive parents and which adults who can adopt children. The national marketing strategy will need to pay particular attention to attracting adopters for children whose circumstances make placement more difficult to achieve.

- v **Providing a single point of contact for anyone who is seeking information about adoption.** A National Adoption website and helpline will provide consistent information to children, young people and adults who may be interested in any aspect of adoption. It will also provide information on inter-country adoption. There is an increasing use of the Internet and social media sites by service users to gain information. It is essential that the National Service keeps abreast of these developments and maximises the opportunities they create.

- vi **Providing a database of information** to monitor where the greatest demand for services is being received by the Regional Collaboratives. This will allow resources to be deployed to areas of greatest demand or need.

- vii **Developing and maintaining a National Adoption Register.** This will enable linking and matching of children requiring adoptive placements with adopters across Wales, a service currently delivered by BAAF. It will maximise the opportunities for Welsh children being placed in Wales. A number of existing collaborative arrangements currently operate regional registers and a National Register could build on those experiences. Close links would be needed to the systems operating in

the other three Administrations in England, Northern Ireland and Scotland.

- viii **Providing the Independent Review Determination Service.** This service is currently commissioned by Welsh Government and delivered by BAAF. The service is being delivered to a high standard and it would be appropriate for this service to continue to be delivered at a national level only.

- ix **Co-ordination of Adoption Panels and Panel Members** to ensure that all the Adoption Panels are performing to the same required standards and Panels in all the Regional Collaboratives are being held frequently enough to avoid any delay for prospective adopters. It would also administer a list of suitably qualified panel members who could be called upon if any of the Regions were experiencing difficulties in ensuring quoracy on their Panels.

- x **Co-ordination of Pre-approval Training Courses** to ensure they are being held at regular intervals across the Regions, to avoid any delay for prospective adopters and to ensure consistency in the course content.

- xi **Co-ordination of Post Adoption Support Services** to ensure there is a robust range of adoption support services in place, particularly to support children with complex needs and their adopters

- xii **Acting as a Centre of Excellence for Adoption in Wales.**
The National Service will ensure that a set of policies and good practice guidelines are developed and maintained which reflect the very best practice in the delivery of all adoption services. It will arrange specialised training for staff in the Regional Collaboratives so that they are properly equipped for their role. There should be links to academic institutions and opportunities for promoting research.

Governance Arrangements at the national level

13. The National Adoption Service will have a Director of Operations who will be accountable professionally to the National Board for Adoption Services. The Director will prepare and present bi-annual information reports to the Deputy Minister and an annual report to the National Board.

B Regional Adoption Collaboratives

14. Five regional adoption collaboratives would be created in Wales, building on existing and emerging networks. This change will:
 - Assist in implementing as soon as possible the National Adoption Service.
 - Cause least disruption for children, approved adopters and adoptive applicants.
 - Ensure the speedy and appropriate matching of children requiring adoptive placements, making best use of knowledge about these children held locally.
 - Concentrate practitioner and managerial expertise, experience and skill into the regional hubs.
 - Achieve far greater consistency in the delivery of services.
 - Embed a culture of statutory and voluntary sectors working in partnership to deliver the objectives of the National Adoption Service.
 - Achieve efficiencies in number of adoption Managers required to deliver the service, staff accommodation required and support services needed.
 - Achieve appropriate economies of scale
 - Ensure sustainable services
 - Ensure regional contribution to marketing strategies, to recruit the numbers and types of adopters required.
 - Reduce the number of Adoption Panels required.

- Allow the Director of Operations to ensure resources are deployed to areas that have a particular need at any one time.
15. The Regional Collaboratives would deliver the following functions of the National Service.
- i Ensure compliance with legislation, regulations and the performance management framework set by the National Board.
 - ii Report on a regular basis to the Director of Operations and in turn to the National Board on performance.
 - iii Recruit and assess adoptive applicants and provide pre-approval training. This will include the initial counselling service to ensure a speedy, knowledgeable response to possible applicants.
 - iv Ensure that the children requiring adoptive placements are appropriately matched with adopters who can meet their needs for their entire childhood.
 - v Manage and host Adoption Panels to ensure compliance with Regulations.
 - vi Ensure that the statutory and voluntary sectors, working in partnership, provide the range of integrated post adoption support services as prescribed by the current Regulations and subsequently in accordance with the standards set by the National Service. These can include a number of services provided by colleagues in health, education, CAMHS, as well as letter-box contact with birth parents and relatives.
 - vii Deliver birth parent counselling for birth parents and relatives who have had their children removed from their care and placed for adoption. Close working relationships with Children's Social Workers and other key stakeholders are essential in the delivery of this service.

- viii Undertake stepparent adoption assessments, as directed by the courts
- ix Provide intermediary services for those adopted adults who are seeking to be re-united with their birth families
- x Provide inter-country adoption services for those adults who are seeking to adopt a child from abroad.
- xi Engage with key stakeholders- the judiciary, statutory and voluntary agencies.
- xii Employ and manage staff delivering functions of the National Service at a regional level.
- xiii Link to each Local Authority Children’s Services Department within the region to assist with the training and support of social work staff and to ensure a seamless service for children, adopters and prospective adopters.

16. It is planned that the five Regional collaboratives will be:

- North Wales - Wrexham, Flintshire, Gwynedd, Conwy, Denbighshire and Ynys Mon;
- South East Wales - Blaenau Gwent, Monmouth, Torfaen, Newport and Caerphilly;
- West & Mid Wales - Ceredigion, Carmarthenshire, Pembrokeshire and Powys;
- Western Bay – Neath Port Talbot, Swansea, and Bridgend;
- Mid & South Wales - Cardiff, the Vale of Glamorgan, Merthyr and Rhondda-Cynon-Taff.

17. These Regional Collaboratives are currently at different stages of development. North Wales led the way with their service becoming operational in April 2010 and the South East Wales Service followed in

April 2012. This will facilitate shared learning across Wales, to ensure speedy implementation of these plans. It is planned that all the Collaboratives will be fully operational by April 2014.

Governance arrangements at the regional level

18. Each Regional Adoption Collaborative will have the same set of responsibilities and functions and operate within a performance management framework developed at a national level. Each Collaborative will be accountable to the Director of Operations for its performance and then to the National Board. The Director of Operations, in consultation with the National Board, will have the powers to intervene if the performance of a Regional Collaborative is not meeting required standards.
19. It is likely that one local authority within each Regional Collaborative will agree to act as the lead authority for the delivery of all the regional roles and functions. The Senior Responsible Officer from the lead Authority will be a member of the National Board. This will ensure accountability of the Regional Collaboratives to the National Board.
20. Directors of Social Services will continue to exercise their statutory accountabilities through a Regional Collaborative Board and maintain the link to the executive and scrutiny functions of their own local authorities.

C The Local Authority Adoption Service

21. Each local authority will retain the following roles and responsibilities.
 - i Assessment and care-planning for children in need and those looked after conducting timely Looked After Children Reviews where the recommendation is for adoption to be the plan for that child.

- ii Ensuring the Agency Decision Maker functions are fulfilled in compliance with Regulations.
- iii Undertaking the assessment of adoption support needs of children for whom the plan is adoption.
- iv Being involved in the matching and linking of children with prospective adopters.
- v Providing Birth Parent counselling for parents who have had their children removed from their care and placed for adoption.
- vi Making applications to the Courts for care orders where the plan is for adoption.
- vii Attending Adoption Panels where a proposed match between a child and prospective adopter is being considered.
- viii Ensuring that staff maintain their knowledge and understanding of best practice in adoption.

Next Steps:

- 22. A task and finish group will be established with representatives from Welsh Government, ADSS Cymru, CSSIW, BAAF, VAA and each of the Regional Collaboratives. The purpose will be to produce a robust change programme for implementing the functional model as set out in this paper.
- 23. Programme management capacity would need to be available on a temporary basis to drive through these changes in a timely fashion. It might be possible to consider allocating responsibility for any posts to ADSS Cymru and/or one of the social services regional improvement collaboratives. A time-framed project plan would be produced for the task and finish group. The creation of the National Service will require fundamental change at many different levels. Robust financial analysis

and planning will be required to cost the delivery of a National Adoption Service. New IT systems will be required and there are significant Human Resource implications.

24. It is anticipated that this initiative will be taken forward using the wider leadership framework established for the ten-year strategy set out in *Sustainable Social Services for Wales: A Framework for Action*. The National Social Services Partnership Forum, Strategic Leadership Group and the Local Government Implementation Board will exercise oversight of the change programme. The Boards of Directors for the Regional Social Services Improvement Collaboratives will have a key role in steering through these changes to the required timescales at the regional and local level.
25. It is recognised that each of the agreed Regional Collaboratives are at different stages. Each Region will be required to develop its own detailed project plan, using a common format and approach. The project plans for each Region will need to reflect the performance management framework agreed by the National Service Board. It is planned that all five Regional Adoption Collaboratives will be established by April 2014.
26. ADSS Cymru awaits Welsh Government direction on the development of the National Service as outlined in these plans. We very much welcome the opportunity to work with the Welsh Government and colleagues in the Voluntary Sector to ensure we deliver a sustainable National Adoption Service of which Wales can be proud.

Written Statement - The Establishment of a National Adoption Service – ‘case for change’

25 April 2013

Gwenda Thomas, Deputy Minister for Social Services

You will recall that in February 2011, *Sustainable Social Services: A Framework for Action* was published, this document provided the platform that identified the need for a major shift in adoption services and my vision of a national adoption service. Evidence had been collated from various sources, and although able to demonstrate excellence within some areas, there remained a great disparity in service delivery across Wales which reaffirmed the need for radical reform.

The proposal of a national adoption service was one of the key strands identified within the consultation on the principles of the Social Services and Well-being (Wales) Bill, which ran between March and June 2012; officials visited the established adoption services and consortiums throughout Wales and explored the key issues, challenges, best practises and lessons learned of working within a collaborative. The information gleaned from these visits consolidated the need for an Expert Advisory Group on Adoption to be established.

The Group brought together key stakeholders from within the adoption system in Wales and provided a community of understanding and common purpose to oversee coordinate and deliver improvement of services and outcomes for children and young people in Wales for whom adoption is in their best interest. Delivering on these improvements included the introduction of a national adoption service and consideration of a national service model proposed by ADSS and WLGA. The remit identified was simple, I wanted to see greater collaboration and partnership working, a model which operated under a two tier system, dispelled duplication and delay, addressed current concerns and provided the mechanism for driving performance improvements across Wales ensuring a service that encouraged and welcomed a broad range of adopters to meet the diverse needs of our looked after children. In conjunction with the task of reform undertaken by the Expert Advisory Group the Children and Young People Committee also identified a need to review the delivery of adoption services in Wales and calls for evidence from the Committee were made in December 2011. After an in-depth scrutiny of the evidence presented both verbally and written the Committee presented its report in November 2012 which

compounded our earlier findings and remit of a national service. I was encouraged and heartened that we had the same shared values and aspirations on such an important agenda.

I am pleased to inform Members that good progress has been made; discussions have concluded in the group and a consensus has been reached. I have now received a functional model for a national adoption service proposed by the Association of Directors of Social Services in conjunction with the Welsh Local Government Association, and endorsed by the Expert Advisory Group - it is a model that I believe will achieve the step-change and radical reform we have all sought.

The proposal acknowledges the significant contribution and the unique expertise the Voluntary Sector plays in the delivery of adoption services in Wales. Embedded in the proposal is the message that 'only by statutory and voluntary sectors working together inclusively and collectively, drawing on best practice, the vision of a National Adoption Service can be realised'. It embraces a tiered model, the different elements making up an effective and efficient service which is appropriately aligned at a local, regional and national level, the functions of each determined where they best fit in the restructured service model.

It foresees the National Adoption Service having a Director of Operations who will be accountable professionally to the National Board for Adoption Services. He /she will prepare and present bi-annual information reports to me and an annual report to the National Board.

It proposes that five regional adoption collaboratives are created, configuration building on existing and emerging networks, it is planned that these will be:

- North Wales - Wrexham, Flintshire, Gwynedd, Conwy, Denbighshire and Ynys Mon;
- South East Wales - Blaenau Gwent, Monmouth, Torfaen, Newport and Caerphilly;
- West & Mid Wales - Ceredigion, Carmarthenshire, Pembrokeshire and Powys;
- Western Bay – Neath Port Talbot, Swansea, and Bridgend;
- Mid & South Wales - Cardiff, the Vale of Glamorgan, Merthyr and Rhondda-Cynon-Taff.

Each collaborative will have the same set of responsibilities and functions and operate within a performance management framework developed at a national level. Each collaborative will be accountable to the Director of Operations for its

performance and then to the National Board. The Director of Operations, in consultation with the National Board, will have the powers to intervene if the performance of a Regional Collaborative is not meeting required standards. One local authority within each collaborative will act as the lead authority for the delivery of all the regional roles and functions. The Senior Responsible Officer from the lead authority will be a member of the National Board. This will ensure accountability of the regional collaboratives to the National Board.

Directors of Social Services will continue to exercise their statutory accountabilities through a Regional Collaborative Board and maintain the link to the executive and scrutiny functions of their own local authorities.

Each local authority will retain the role and responsibilities pertinent to the child and aligned to the wider social care legislation.

Next Steps

A task and finish group will be established, and a time-framed project plan will be produced. Representatives on the group will be from Welsh Government, ADSS Cymru, CSSIW, BAAF, VAA and each of the Regional Collaboratives. The purpose of this group will be to produce a robust change programme for implementing the functional model. To facilitate this change programme I am pleased to confirm that I have secured £50K which will assist ADSSC in the commissioning of resource to undertake a number of key tasks looking at both the business model and the processes and procedures for the proposed National Adoption Service. The key milestones undertaken by Autumn this year will be:

- Membership and brief for the Task & Finish Group for the National Service to be established;
- Identification of the five Lead Authorities;
- Development of the common format for the Implementation Plans to be agreed by each Region;
- Begin work on supporting the Lead Authorities in their role;
- Outline business components required for the infrastructure of the National Service; and
- Each Region to have in place an implementation plan.

It is acknowledged that creation of the National Service will require fundamental change at many different levels. It is anticipated that this initiative will be taken

forward using the wider leadership framework established for the ten-year strategy set out in *Sustainable Social Services for Wales: A Framework for Action*. The National Social Services Partnership Forum, Strategic Leadership Group and the Local Government Implementation Board will exercise oversight of the change programme. The Boards of Directors for the Regional Social Services Improvement Collaboratives will have a key role in steering through these changes to the required timescales at the regional and local level.

It is recognised that each of the agreed regional collaboratives are at different stages. Each region will be required to develop its own detailed project plan, using a common format and approach. The project plans for each region will need to reflect the performance management framework agreed by the National Service Board. It is planned that all five regional adoption collaboratives will be established by April 2014.

We must remember that adoption must be seen in the broader context of planning for permanence and as part of an integrated system of services for children in care. Children in care need permanence plans that consider the full range of permanence options and it is imperative that these plans are implemented with appropriate urgency, that is why I am carefully considering the potential of introducing further provision within the Social Services and Well-being (Wales) Bill, the purpose of which would be to place a child with their prospective adopter at the earliest possible juncture, once a decision has been made that adoption is in the child's best interest and that every effort has been made to rehabilitate the child with birth parents or family and friends. Hopefully this would negate disruption to the child and provide earlier permanence for them. The detail of such a provision is currently being explored.

We are about to embark on yet another unique way of working in Wales, championing transformational change in service delivery and I am proud to be a part of that and to witness all sectors working together. We are pressing ahead with this agenda so the Welsh Government can consider any necessary changes required in legislation to accommodate this pioneering way forward.

I would like to conclude by thanking all those involved in embracing partnership and delivering a model which provides us with the first major stepping stone towards a flagship adoption service for Wales.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	9 September 2013
Subject	Non-smoking Policy
Portfolio Holder(s)	Councillor Ieuan Williams
Lead Officer(s)	Gwynne Jones
Contact Officer	Gareth Parry / Siwan Owens
Contact Number	
<p>Nature and reason for reporting:</p> <p>To bring the non-smoking areas Policy into force on Anglesey in school yards, playing fields, libraries and outside leisure centres.</p>	

A – Introduction / Background / Matters that need attention
<p>The harmful effects of tobacco are often heard of- the messages are spread to the public through various media. In order to create a non-smoking environment, where the harm of tobacco is abolished, the Welsh Government has published a Tobacco Management Plan for Wales (2012). Actions within this national plan included reducing exposure to second-hand smoke. Whilst non-smoking legislation and policies have been implemented over recent years, the Welsh Government encourages Authorities to share good practice and guidelines, on extending non-smoking policies to school playing fields and play areas (sports and children's parks).</p>

B – Considerations
<ul style="list-style-type: none"> • It can be seen from the map that has been attached which parts of Wales are already acting on the policy of making Playing Fields non-smoking areas. • It was noted in the letter from the Health and Social Services Minister that he was eager for the policy to be extended also to school yards and to the outside

of leisure centres.

- The policy has already been implemented in a neighbouring Authority by putting up no-smoking signs in over 100 playing fields at a cost of £10,000. This was realised by holding a competition to design a non-smoking sign amidst primary school pupils, with the best being used. We would like to realise the plan in the same way here in Anglesey.
- It is foreseen that this project could be implemented on Anglesey in the playing fields, schools, outside libraries and leisure centres for around £4000.

C – Implications and Impacts		
1	Finance / Section 151	Whilst the WG encourages authorities to share good practice on extending non-smoking policies no specific funding is provided to support the developments. The cost of providing signage to support the non-smoking policy in Anglesey is around £4,000, and would need to be identified from within existing budgets.
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services	
5	Information and Communications Technology (ICT)	
6	Equality	
7	Anti-poverty and Social	
8	Communication	
9	Consultation	
10	Economic	

11	Environmental	
12	Crime and Disorder	
13	Outcome Agreements	

CH – Summary

The Government wants Wales to be a country where children are to be increasingly seen outdoors enjoying the advantages of playing. Creating an environment that welcomes play opportunities that give time, place and permission for children to play in a healthy environment is important.

Smoking in family areas conveys the message to children that tobacco is a common part of everyday life rather than a deadly and confining drug.

It is important to promote quality play environments and positive attitudes towards children's rights to play freely in a clean and non-smoking environment in their communities.

A review by YouGov in March 2012 showed strong support for this policy – 79% of adults in Wales now believe that people should not be able to smoke in a play area, in order to protect children from second-hand smoke and rubbish. Attitudes towards smoking have changed amongst the population in general and people today are far more aware of the harmful effects of second-hand smoke.

D – Recommendation

In order to achieve the above on Anglesey finance is needed. No specific finance has been given by the Government to realise the policy.

Consideration needs to be given to how the plan can be realised here on Anglesey to follow what has been achieved in other Councils.

Cost Analysis:

Primary school playing yards = 48
Secondary Schools = 5
Special School = 1
Leisure Centres = 5
Libraries = 9
Playing Fields = 45

It is foreseen that 2 signs would be needed for each school and leisure centre as there is more than one access to them. As a result, 200 signs will need to be printed.

An outline of the costs involved is included below:

£4.95 each for a sign x 200 = £990
Art work = £40 (an hour)
Work of placing on a wall = £1.50 (per sign)
To a pole = £8.00 (per sign)
To place on a 76mm galvanized pole = £12.00 (a sign)
Cos of fitting signs per day = £400 (approximately 5 days will be needed to accomplish the work.) = £2000

Launch the plan during the Anglesey Show = £500.

Project Total:

Each one on a Wall + Launch = £3788

Schools etc on Park walls on a pole = £4080.50

Report author's name: Siwan Owens
Post: Anglesey Play Development Officer.
Date: 24.5.13

Appendices:

- Map of the situations of smoking/non-smoking areas throughout Wales.
- Letter from the Health and Social Services Minister.

Mark Drakeford AC / AM
Y Gweinidog Iechyd a Gwasanaethau Cymdeithasol
Minister for Health and Social Services



Llywodraeth Cymru
Welsh Government

Ein cyf/Our ref : MB/MD/1723/13

To Chief Executives of Local
Authorities in Wales

14 May 2013

Dear Chief Executive

Smoke-free policies in playgrounds

If we are to change attitudes on smoking and meet our targets of no more than 20% adults smoking by 2016 and 16% by 2020, then we all need to work together to promote a positive smoke-free approach.

One of the aims of the Welsh Government's Tobacco Control Action Plan is to reduce children's exposure to second-hand smoke. Children who are exposed to second-hand smoke have increased risk of asthma, ear infections, respiratory disorders and other serious conditions. I believe that children and young people have the right to be able to play in smoke-free environments.

In this context, I was delighted to hear of the work by some local authorities on designating children's playgrounds as smoke-free. I should like to congratulate you on this work.

I would also encourage you to extend your voluntary bans to include school playgrounds and the outside areas of leisure centres if this is not already in place.

There are a few local authorities who have not yet taken up initiatives to introduce smoke-free playgrounds, and I urge those authorities to start to take action in this area.

I am writing with the full agreement and support of the Minister for Local Government and Government Business, and the Minister for Education and Skills.

Yours Sincerely
Mark Drakeford

Mark Drakeford AC / AM
Y Gweinidog Iechyd a Gwasanaethau Cymdeithasol
Minister for Health and Social Services




Bae Caerdydd • Cardiff Bay
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CF99 1NA

Wedi'i argraffu ar bapur wedi'i ailgylchu (100%)

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Printed on 100% recycled paper



Don't play with our children's future
Back the smoking ban in playgrounds

-  Have smokefree playgrounds
-  Plans for smokefree playgrounds
-  Do not have smokefree playgrounds



ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee Meeting
Date	September 9 2013
Subject	Modernising Anglesey Schools
Portfolio Holder(s)	Councillor Ieuan Williams
Lead Officer(s)	Programme Manager – Modernising Schools
Contact Officer	Programme Manager – Modernising Schools
Nature and reason for reporting	
<p>To report back to the Executive Committee on the statutory or formal consultation process held at Ysgol Llanddona in February and March 2013.</p>	

A – Introduction / Background / Issues
<p>In January 2012, the Board of Commissioners gave officers of the Lifelong Learning Department the authority to enable them to visit schools in South-east Anglesey in order to consult on options for the primary education provision in the area.</p> <p>On receiving this authority, and upon completing the non-statutory or informal consultation, officers of the Lifelong Learning Department prepared a number of possible options. The Executive Committee decided (with conditions) in its meeting on January 14, 2013 to:</p> <p>Recommend Option 3 (close Ysgol Llanddona and transfer pupils to Ysgol Llangoed) as the option that the Executive Committee favours for the formal consultation on the primary education provision in South-east Anglesey.</p> <p>This report presents information regarding the statutory consultation process.</p>

B - Considerations
<p>Minutes of the meeting of the Executive Committee held on January 14, 2013.</p>

C – Implications and effects		
1	Finance / Section 151	
2	Legal Officer/Monitoring	Even though new regulations regarding school organization come into force on October 1 2013, this proposal comes under the School Standards and Framework Act 1998 and the School Organisation Code 2013 is not applicable to it.
3	Human Resources	Job loss implications in Ysgol Llanddona
4	Property Services	
5	Information Technology and Communication (ICT)	
6	Equality	
7	Anti Poverty and Social	
8	Communication	
9	Consultation	
10	Economic	
11	Environmental	
12	Crime and Disorder	
13	Outcome Agreements	

CH - Summary
<p>A report is presented to the Executive Committee that summarises the statutory or formal consultation process in the Llanddona area. The Executive Committee's decision in its meeting on January 14, 2013, was:</p> <ul style="list-style-type: none"> To recommend Option 3 (to close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed) as the option that the Executive Committee favours for formal consultation on a review of the primary education provision in South-east Anglesey, conditional on the following:

- i. That transport matters in the area are given attention and that they are resolved satisfactorily, and
 - ii. Revisit the primary education provision in South-east Anglesey in the Schools Modernisation Programme with a view to establishing a long-term strategy for the primary education provision in the area.
- Note the responses received for the informal consultation process by Llanddona, Llangoed and Biwmares primary schools.

D - Recommendation

It is recommended that the following should take place:

- Follow the statutory process regarding the proposal to cease to maintain Ysgol Llanddona on 31 August 2014 and transfer the pupils to Ysgol Llangoed
- Combine the catchment areas of Ysgol Llanddona and Ysgol Llangoed.
- Give attention again in due course to the primary school provision in South-east Anglesey as part of the School Modernisation Programme with a view to establishing a long-term strategy for primary education in the area.

Name of the report's author	Emrys Bebb
Job Title	Programme Manager – School Modernisation
Date	August 28 2013

Appendices:

The statutory consultation document.
Traffic report

Background papers



CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL

ADRAN DYSGU GYDOL OES
LIFELONG LEARNING DEPARTMENT

***YMATEB I'R YMGYNGHORI AR YR OPSIWN I GAU
YSGOL LLANDDONA - YMGYNGHORIAD STATUDOL
(CHWEFROR – MAWRTH 2013)***

***RESPONSE TO THE CONSULTATION ON THE OPTION
TO CLOSE YSGOL LLANDDONA – STATUTORY
CONSULTATION
(FEBRUARY – MARCH 2013)***

Mehefin / June 2013

1. BACKGROUND

- 1.1 As part of the informal consultation in South East Anglesey, a number of consultation meetings were held with the parents, governors and staff of three schools that were part of the consultation as listed in Table 1 below. The consultation period began on Wednesday, September 12, 2012 and ended on Wednesday, October 24, 2012.

Table 1

School	Date (in 2012)	Meeting with		
		Staff	Governors	Parents
Llanddona	Monday September 10	3.30	5.00	6.30
Llangoed	Tuesday September 11	3.45	5.00	6.15
Beaumaris	Wednesday September 12	3.45	5.00	6.15

- 1.2 For reminder, see the list of the options for the schools in South East Anglesey proposed namely:

1. Continue to maintain the three schools.
2. Close Ysgol Llanddona and transfer the pupils to Ysgol Beaumaris
3. Close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed.
4. Close Ysgol Llanddona and Ysgol Llangoed and transfer the pupils to Ysgol Beaumaris.
5. Federalize or cluster

- 1.3 In its meeting on 14 January 2013, the Executive Committee decided to recommend Option 3 (close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed) as the preferred option for formal consultation with the following conditions:

- That the matters as regards transport in the area are given attention and solved satisfactorily, and
- Give attention again to the primary education provision in South-east Anglesey as part of the School Modernization Programme with a view to setting up the long-term strategy for primary education in the area.

The statutory consultation period ran from February 5, 2013 to March 5, 2013. After this period, the timetable was issued for the Council elections and the pre-election period began on March 11, 2013. In accordance with the Council's constitution, it was decided that it would not be appropriate to deal with Ysgol Llanddona's situation during this period.

1.4 Staff, parents, governors and others' views were collected and they are summarized in this report.

2. YSGOL LLANDDONA'S RESPONSES

2.1 A total of 49 responses were received from Ysgol Llanddona stakeholders - 28 from parents, 4 from grandparents and others from local residents and a local business owner. Some of the observations were:

- They were praising the school's bilingual education and the work that was carried out to assist pupils with special needs. They were worried about the possible effect of closing the school on Welsh in the area.
- Others said that the school was central to the community and a treasure for the community and that the pupils were happy there.
- They were not in favour of moving their pupils to Ysgol Beaumaris if Ysgol Llanddona closed, mentioning behavioural problems as the reason.
- Some were worried about the pupils travelling to Ysgol Llangoed if Ysgol Llanddona closed.
- The idea to close Ysgol Beaumaris and distribute the pupils to nearby primary schools and therefore avoid spending over £750,000 on maintaining Ysgol Gynradd Beaumaris (Primary).
- Criticism of the Community Effect Assessment.
- Some parents said that they would take their children to schools in Gwynedd if Ysgol Llanddona closed.

2.2 In addition to the above, a formal letter was received in both English and Welsh from the Vice-Chair of Ysgol Llanddona's Governing Body (see Appendix 1). As well as raising some of the points mentioned above, she was criticising the consultation process:

1. A coincidence that the elected member at the time had been excluded from his work during the consultation time.
2. They did not accept that so little response was received for Ysgol Llanddona in the informal consultation.

2.3 The Chair of the Governors of Beaumaris Leisure Centre said that he was worried that closing Ysgol Llanddona would have an effect on their plans to get the community to have a greater part in the Centre's activities.

2.4 A letter was received from the local Assembly Member expressing the concerns of Llanddona's residents about the whole process.

2.5 A petition with 198 signatures was received showing their disagreement with "the decision of the Executive Committee to close Ysgol Llanddona.

3. YSGOL LLANGOED'S RESPONSES

- 3.1 14 responses were received from Ysgol Llangoed's stakeholders. All the responses from parents (13) were in the form of response forms and they were all supportive of the intention to close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed.
- 3.2 In the other letter, Ysgol Gynradd Llangoed's Governing Body stated its "total support to the County Council's decision to choose to act on Option 3". See Appendix 2 for a copy of the letter.

4. RECOMMENDATIONS

It was seen from the statutory consultation document that:

- Surplus places (which are unlikely to change much in the years to come) and costs per head are high in Ysgol Llanddona.
- Places available at Ysgol Llangoed.
- Quality of provision in Ysgol Llangoed is at least as good as the provision in Llanddona.
- Ysgol Llangoed is similar as regards linguistic background and bilingual provision.

Therefore, it is recommended that the following should take place:

- To follow the statutory procedure regarding the proposal to close Ysgol Llanddona on 31 August 2014 and, conditional on parents' choice, transfer the pupils to Ysgol Llangoed.
- Combine the catchment areas of Ysgol Llanddona and Ysgol Llangoed.
- Give attention again soon to the primary school provision in South-east Anglesey as part of the School Modernisation Programme with a view to setting up a long-term strategy for primary education in the area.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee Meeting
Date	September 9 2013
Subject	Modernising Anglesey Schools
Portfolio Holder(s)	Councillor Ieuan Williams
Lead Officer(s)	Programme Manager – Modernising Schools
Contact Officer	Programme Manager – Modernizing Schools
Nature and reason for reporting	
To report back to the Executive Committee on the statutory or formal consultation process held at Ysgol Llanddona in February and March 2013.	

A – Introduction / Background / Issues
<p>In January 2012, the Board of Commissioners gave the authority to enable the officers of the Lifelong Learning Department to visit schools in South-east Anglesey in order to consult on options of the primary education provision in the area.</p> <p>On receiving this authority, and on completing non-statutory or informal consultation, the Lifelong Learning department's officers prepared a number of possible options. The Executive Committee decided (with conditions) in its meeting on January 14, 2013 to:</p> <p>Recommend Option 3 (close Ysgol Llanddona and transfer pupils to Ysgol Llangoed) as the option that the Executive Committee favours for the formal consultation on a review of the primary education provision in South-east Anglesey, conditional on the following:</p> <ul style="list-style-type: none"> • That transport matters in the area are given attention and that they are solved satisfactorily and • Revisit the primary education provision in South-east Anglesey in due course in the School Modernization Programme with a view to setting up a long-term strategy for primary education provision in the area. • Note the responses received in the informal consultation process from Llanddona, Llangoed and Beaumaris primary schools. <p>This report presents information about transport matters that involve transporting Ysgol Llanddona pupils to Ysgol Llangoed.</p>

B - Considerations

Minutes of the meeting of the Executive Committee held on January 14, 2013.

C – Implications and effects

1	Finance / Section 151	
2	Legal Officer/Monitoring	
3	Human Resources	No comments
4	Property Services	
5	Information Technology and Communication (ICT)	
6	Equality	
7	Anti Poverty and Social	
8	Communication	
9	Consultation	
10	Economic	
11	Environmental	
12	Crime and Disorder	
13	Outcome Agreements	

CH - Summary**1.0 BACKGROUND**

1.1 The Highways and Transport service was requested to investigate the implications of transferring pupils from Ysgol Llanddona to Ysgol Llangoed from the point of view of traffic and transport.

1.2 In 2013, the travel pattern was as follows:

Car : 22 – 33% (2 walking when it is fine)
Sharing a car: 0%
Bus : 0%
Cycling : 0-6% (1 cycling sometimes but walking otherwise)
Walking : 61-67%
Taxi : 0%

1.3 Work to the value of £13,000 was carried out at Ysgol Llangoed in 2008/09 as part of the work of improving School Safety that was financed by the Council.

1.4 Work was carried out outside Ysgol Llanddona in 2007/2008 and 2008/09 under the Local Roads Safety Grant and the Safer Road Plans in Communities financed by the Welsh Assembly Government. These plans were worth £19,000 and £51,000 and they included the majority of the elements highlighted in the school safety risk assessment. The intention of the plans were to lessen actual and apparent dangers for all road and footpath users and promote safe and sustainable access in the community.

1.5 In 2009/10, a Safety Grant on Local Roads from the Welsh Assembly Government and Môn Menai Grants that were worth £102,000 in value in total were secured to improve the links for walkers between Llangoed and Beaumaris. This road also is part of the Anglesey Coastal Path.

2.0 **THE CURRENT SITUATION**

2.1 There is no school bus to Ysgol Llanddona or Ysgol Llangoed. However, due to the lay of the highway and the lay-by outside Ysgol Llangoed, it will be easy to set up a drop-off and pick-up point by carrying out minor alteration work and it is possible also to provide a safe place to turn.

2.2 There are 3 possible roads between the two schools:

- A direct way along non-classified minor roads;
- The III class road past Arthur's Table and the non-classified road through Glan-yr-Afon;
- The III class road past Bryn Bela and the B5109 through Beaumaris;

2.3 The direct road is very narrow (less than 3m wide) without any passing places, high hedges and a strip of grass in the middle of the road in several places. It is completely unsuitable for a bus.

2.4 The Class III road from Llanddona to the direction of Glan-Yr-Afon is wide enough for the flow of traffic in both directions for the first mile towards the mast. From there, in the direction of Glan-Yr-Afon, the road's horizontal and vertical construction is poor and it is narrow without any passing places. The road through

Glan-Yr-Afon is extremely steep (gradient of 17%) and, in general, it is not suitable for a school bus. Along this road, there are 4.5 miles between Ysgol Llangoed and Ysgol Llanddona and the journey takes around 12-15 minutes in a car. It could take more time than that for a bus due to the possibility that there would be delays due to the road being so narrow. It would cost up to £2M to improve the road to an acceptable standard.

- 2.5 The Class III road past Bryn Bella and the B5109 through Beaumaris to Llangoed is wide enough for two-lane traffic with marks on the centre of the road. The road is suitable for a school bus and this is shown by the fact that service buses numbers 50, 53, 57 and 58 use every part of the roads. In travelling on these roads, there are 5.5 miles between Ysgol Llanddona and Ysgol Llangoed and it takes around 10-12 minutes in a car. The journey should not take much longer in a bus.
- 2.6 A design has been prepared (£100,000 in value) for the Bryn Bella turning between Llanddona and Allt Goch, Beaumaris. A request for finance has been presented and safeguarding it would be of assistance as regards the route that is being recommended.
- 2.7 It is estimated that the minor alteration works to the lay-by outside Ysgol Llangoed would cost about £16,000.
- 2.8 After consulting with Highway officers, the road from Llanddona past Bryn Bella and then the B5109 to Beaumaris and to Llangoed is gritted.

D - Recommendation

It is recommended that the Executive Committee decides to accept that the Class III road past Bryn Bella and the B5109 through Beaumaris as the only suitable road between Ysgol Llanddona and Ysgol Llangoed and that minor repair works only are made to the lay-by outside Ysgol Llangoed to provide for the school bus service.

Name of the report's author
Job Title
Date

Emrys Bebb
Programme Manager – School Modernisation
August 28 2013

Appendices:

The statutory consultation document.

Background papers



**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**

**YMGYNGHORIAD STATUDOL
STATUTORY CONSULTATION**

ARDAL DE DDWYRAIN MÔN

SOUTH EAST ANGLESEY AREA

Chwefror 5 – Mawrth 5, 2013 / February 5 – March 5, 2013



CYNGOR SIR YNYS MÔN

ISLE OF ANGLESEY COUNTY COUNCIL

ADRAN DYSGU GYDOL OES

LIFELONG LEARNING DEPARTMENT

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1. BACKGROUND

How Was This Proposal Developed?

- 1.1 In January 2012, the Isle of Anglesey County Council Board of Commissioners gave officers of the Education Service permission to visit primary schools in South East Anglesey to consult on options for the primary school education provision in the area.
- 1.2 After receiving this permission, officers of the Lifelong Learning Department held consultation meetings with staff, governors and parents in September 2012 and a 6 week consultation period followed and came to an end on October 24, 2012.
- 1.3 Many responses were received and a report detailing these was compiled by officers of the Lifelong Learning Department and presented to the Isle of Anglesey County Council Education and Leisure Scrutiny Committee at its meeting on November 21, 2012.
- 1.4 At that meeting, the Education and Leisure Scrutiny Committee resolved:
 - To recommend Option 3 (to close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed) to the Executive Committee as the Education and Leisure Committee's preferred option for formal consultation on the review of primary education provision in South East Anglesey subject to the following:-
 - That transport issues in the area are addressed and satisfactorily resolved, and
 - That the primary education provision in South East Anglesey is revisited in due course in the Schools Modernisation Programme with a view to establishing a long term strategy for the primary education provision in the area.
- 1.5 At its meeting on January 14, 2013, the Isle of Anglesey County Council Executive Committee resolved to recommend Option 3 (to close Ysgol Llanddona and transfer the pupils to Ysgol Llangoed) as the Executive's preferred option for formal consultation on the review of primary education provision in South East Anglesey, subject to the following:-
 - That transport issues in the area are addressed and satisfactorily resolved, and
 - That the primary education provision in South East Anglesey is revisited in due course in the Schools Modernisation Programme with a view to establishing a long term strategy for the primary education provision in the area.
- 1.6 The statutory or formal consultation period will be from February 5, 2013 to March 5, 2013.

2. DETAILS ABOUT THE SCHOOLS

2.1 Ysgol Llanddona

The original building date back to before 1900 but was extensively remodelled in the early 1970s. It now has two rooms, a hall and a quiet room providing accommodation for a total of 56 pupils. All the resources and facilities are conveniently available to the two classrooms. The field is suitable and there is appropriate parking for staff with alterations having been carried out to the approach road for the school fairly recently.

2.1.2 In 2011/12, one new pupil from outside the catchment area started attending the school but prior to that, none of the pupils come from outside the catchment area and 17% are from Welsh speaking homes.

2.1.3 Only 4.4% of the pupils receive free school meals.

2.1.4 The pupils are taught in two classes.

2.2 Ysgol Llangoed

2.2.1 The existing school building was opened in 1985. Apart from the usual adaptations for the Foundation Phase, the building is suitable and all the customary facilities are convenient for each class. The two Foundation Phase classes and the three KS2 classes provide accommodation for 112 pupils which means that there are 26 [23%] surplus places.

2.2.2 Almost a third (30%) of pupils come from outside the catchment area and 8% are from Welsh speaking homes.

2.2.3 Just over a fifth (20.9%) of the pupils receive free school meals.

2.2.4 The pupils are taught in four classes.

2.3 Table of Background Information on the Schools

Table 1

School	Llangoed	Llanddona
Age range	3 – 11	3 - 11
Capacity including nursery provision	112	56
Numbers on register – September 2012	86	16
Surplus places	26 (23%)	40 (71%)
Cost per head	£4,643	£10,343
Pupils from outside the catchment area	30%	0%

3. PUPIL NUMBERS

3.1 Table 2 shows that Ysgol Llanddona has 40 surplus places (71%) and Ysgol Llangoed has 26 surplus places (23%). Projections suggest that surplus places in Ysgol Llanddona will remain high at over 60%. It is also projected that the number of surplus places at Ysgol Llangoed will remain at around 25% for the coming years.

Table 2 – Projections for pupil numbers in Ysgol Llanddona and Ysgol Llangoed

SCHOOL	Capacity	2012			2013			2014			2015		
		Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places
Llanddona	56	16	40	71.4%	15	41	73.2%	18	38	67.9%	17	39	69.6%
Llangoed	112	86	26	23.2%	82	30	26.8%	83	29	25.9%	81	31	27.7%
TOTAL	168	102	66	39.3%	97	71	42.3%	101	67	39.9%	98	70	41.7%

If the proposal was to go ahead, the pupil numbers would as follows:-

SCHOOL	Capacity	2012			2013			2014			2015		
		Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places	Total 3-11	Surplus places	% Surplus places
Llangoed	112	102	10	8.9%	97	15	13.4%	101	11	9.8%	98	14	12.5%

- 3.2 Educational standards are of core importance to the proposal. Although there is a general presumption that the standard of education in small schools is higher than in larger schools, there is no evidence to support this notion. Indeed, the Estyn thematic report “Small Primary Schools in Wales (2006)” notes that there is no substantial difference between the standards of education in small schools and large schools, but “...in small schools, it can be more difficult for teachers to match work to pupils’ needs because pupils in each class may be of widely different ages and stages of development. This is particularly the case in the smallest schools (with up to 30 pupils), where there is 28% of unsatisfactory work compared with 8% of unsatisfactory work in schools with over 210 pupils.”
- 3.3 If the proposal were realised, Ysgol Llangoed would have approximately 100 pupils.

4. EDUCATION STANDARDS

- 4.1 End of key stage indicators are used to evaluate the performance of schools. One indicator used by the Welsh Government in relation to education standards is the End of Key Stage performance indicator. This is measured at the end of the Foundation Phase (previously Key Stage 1, age 7) and at the end of Key Stage 2 (age 11) i.e. % of pupils in the school who achieved the expected levels or above (Level 2+ for KS1 and Level 4+ for KS2) in Welsh or English, Mathematics and Science in combination. See Table 3 below which illustrates the pattern over the past three years.

Percentage achieving Level 2+ at the end of Key Stage 1 (Foundation Phase)

Table 3

School	School Results		
	2008/09	2009/10	2010/11
Ysgol Gynradd Llanddona	50.00	66.67	75.00
Quarter*	4	4	4
Ysgol Gynradd Llangoed	84.62	57.14	90.00
Quarter	2	4	2
Anglesey Average	70.73	77.08	72.14
All Wales Average	74.60	74.55	76.05

*Schools are placed in free school meal families and are then evaluated in terms of performance. The schools performing the best in the family are in Quarter 1 and those performing the worst in Quarter 4.

It should be noted that caution should be exercised when comparing end of year results since pupil numbers are often small and the nature of the cohort and circumstances of individual pupils can have a substantial impact. However, it will be noted that the performance of Ysgol Llangoed was somewhat better than that of similar schools in two of the past three years. The statistical pattern for Ysgol Llanddona suggested that performance was lower than for similar schools.

- 4.2 Table 4 below lists the number of pupils achieving a higher than expected level, i.e. Level 3 or above.

Table 4

School	L3+ Welsh First Language			L3+ Mathematics			L3+ Science		
	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11
Ysgol Llanddona	0.00	0.00	0.00	25.00	0.00	25.00	0.00	0.00	25.00
Quarter	4	4	4	2	4	2	4	4	3
Ysgol Llangoed	41.67	42.86	70.00	30.77	14.29	30.00	38.46	14.29	50.00
Quarter	1	1	1	1	3	2	1	3	1
Anglesey	25.51	27.19	25.80	18.72	19.23	19.35	16.49	16.15	22.29
Wales	26.55	27.41	30.84	22.12	22.15	23.67	24.55	24.57	26.99

It can be seen that the performance of Ysgol Llanddona is on the whole lower than that of similar schools whilst the performance of Ysgol Llangoed has generally speaking been better than comparable schools.

- 4.3 For the 2011/12 academic year, the indicator was changed to the Foundation Phase Indicator. Table 5 below shows the data for the last academic year for the Foundation Phase:-

Table 5

Title	Ysgol Llangoed	Anglesey	Wales
Foundation Phase Indicator	66.67	84.07	80.47
Language, Literacy and Communication Skills in English	-	86.90	83.44
Language, Literacy and Communication Skills in Welsh	66.67	84.47	85.93
Mathematical Development	88.89	89.53	86.64
Personal and Social Development, Well-Being and Cultural Diversity	100.00	94.54	90.84

For the Personal and Social Development, Well-Being and Cultural Diversity aspects, the performance of Ysgol Llangoed compared very favourably with the average for Anglesey whilst the Mathematical Development aspect was slightly below the county average but above the average for Wales.

NOTE – This is the first data set for the Foundation Phase. There is no data for Ysgol Llanddona as there were no pupils in Year 2 to be assessed.

- 4.4 Table 6 below demonstrates the pattern over the past three years for Key Stage 2 for schools in the catchment area together with figures for Anglesey and Wales.

Percentage achieving Level 4+ at the end of Key Stage 2

Table 6

	School Results		
School	2009/10	2010/11	2011/12
Ysgol Gynradd Llanddona	33.33	71.43	33.33
Quarter	4	4	4
Ysgol Gynradd Llangoed	100.00	64.29	90.91
Quarter	1	4	1
Anglesey Average	79.89	78.60	84.67
Wales Average	78.16	80.00	82.58

Expected level in reading, writing, mathematics and science in combination

Ysgol Llangoed was in the highest quarter in two of the past three years. The pattern for Llanddona suggests a lower performance than similar schools for the past three years.

- 4.5 Table 7 below lists the number of pupils achieving a higher level than expected i.e. Level 5 or above.

Table 7

School	L5+ English			L5+ Welsh First Language			L5+ Mathematics			L5+ Science		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Llanddona	0.00	57.1	33.3	0.00	28.6	0.00	33.3	57.1	33.3	33.3	57.1	0.0
Quarter	4	1	3	4	2	4	2	1	3	2	1	4
Llangoed	22.2	28.6	45.5	0.00	28.6	27.3	22.2	35.7	36.4	33.3	42.9	36.4
Quarter	3	2	1	4	2	2	3	2	2	2	1	2
Anglesey	26.9	31.3	34.3	15.6	20.9	23.2	26.2	29.3	35.7	25.2	27.9	33.4
Wales	29.0	30.5	32.9	24.5	25.9	26.6	29.2	31.1	32.9	30.2	30.9	33.1

Ysgol Llangoed was in the top two quarters in two for all subjects in the past three years. The pattern for Llanddona suggests a lower performance than similar schools for the past three years.

- 4.6 The schools inspection body Estyn also assesses schools' performance and visits schools in order to conduct inspections before producing a report at the end of each inspection. The inspections approach was changed in 2009/10 but prior to this 7 key questions were asked, namely:-

1. How well do learners achieve?
2. How effective is the teaching, training and assessment?
3. How well do the learning experiences meet the needs and interests of learners and the wider community?
4. How good is the care, the instruction and support given to learners?
5. How effective is the strategic leadership and management?
6. How well do leaders and managers evaluate and improve quality and standards?
7. How efficiently do leaders and managers use resources?

Table 8 list the grades given by Estyn:-

Table 8

Primary school	Date	KQ1	KQ2	KQ3	KQ4	KQ5	KQ6	KQ7	'Average'
Llanddona	24 -1-2006	2	2	2	2	2	2	2	2.00
Llangoed	19-1-2009	2	2	2	2	2	3	2	2.14

Key

Estyn Grades –

Grade 1 = good with outstanding features

Grade 2 = good features and no important shortcomings

Grade 3 = good features outweigh shortcomings

Grade 4 = some good features, but shortcomings in important areas

Grade 5= many important shortcomings

- 4.7 After 2009/10, the number of questions were reduced to 3 but with sub-sections. The three Key Questions are:-

Key Question 1: How good are the outcomes?

Key Question 2: How good is the provision?

Key Question 3: How good is the leadership and management?

Ysgol Llanddona was inspected under this framework in January 2012 and the results are as outlined in Table 9:-

Table 9

School	Llanddona
Date	January 2012
Key Question 1	Good
Standards	Good
Well-being	Good
Key Question 2	Good
Learning experiences	Adequate
Teaching	Good
Care, support and leadership	Good
The learning environment	Good
Key Question 3	Good
Leadership	Adequate
Quality improvement	Good
Working in partnership	Good
Management of resources	Good
Current Performance	Good
Improvement Outlook	Good

Estyn Grades –

- Excellent - Many strengths, including significant examples of sector-leading practice
- Good - Many strengths and no important areas that need substantial improvement
- Adequate - Strengths outweigh the areas that require improvement
- Unsatisfactory - Important areas that require improvement outweigh strengths

5. CONDITION OF BUILDINGS

5.1 Condition surveys were conducted by the Council's surveyors from the end of 2011 to the beginning of 2012. See the results for the Ysgol Llangoed and Ysgol Llanddona in Table 10.

5.2 Both schools fall into Category B. The meaning of the grades given are as follows:-

- Category A – Good
- Category B – Satisfactory
- Category C – Poor

If we glance at Table 10, we note that Ysgol Llanddona was given a score of 32 and Ysgol Llangoed had a score of 21 (the lower the score, the better).

Table 10

School	Total	Score	Grade
Llanddona	£51,000	32	B
Llangoed	£55,000	21	B
Catchment average	£167,584	16	-
County average	£156,472	18	-
Total	£1,675,835	-	-

5.3 If this proposal were realised, pupils of Ysgol Llanddona would move to Ysgol Llangoed to a building which has a higher score.

6. GEOGRAPHICAL FACTORS

6.1 The aim is to restrict travel wherever possible. The proposal put forward meets with the Assembly Government guidelines in *Circular 021/2009*, namely that proposals should not require primary age pupils to travel more than 45 minutes each way to school. This proposal fully meets with these requirements.

7. FINANCIAL ASPECTS

7.1 If pupils at Ysgol Llanddona were to be transferred to Ysgol Llangoed, the financial implications would be as follows:-

Table 11

School	Numbers based on 2012/2013 Formula	Allocation 2012/2013	Allocation per capita 2012/2013	Teacher Allocation
Llanddona	15.8	£163,423	£10,343	1.5
Llangoed	77.0	£357,529	£4,643	3.27
	92.8	£520,952		4.77

Merging at				
Llangoed	92.8	£394,716	£4,253	3.89

If this proposal was to go ahead, the per capita cost of Ysgol Llangoed would reduce from £4,643 to £4,253 thereby producing an annual saving of £520,952 - £394,716 = £126,236.

On the basis of the funding level for 2012/13, the allocation for Ysgol Llangoed if Ysgol Llanddona pupils were to be moved there would be a saving of £126,236 but transport from Llanddona to Llangoed would perhaps cost approximately £25,000, thereby reducing the saving to £101,236. An escort service would add around £4,000 to the transport costs.

8. THE CONSULTATION PROCESS

- 8.1 The Council will be consulting with parents, governors and staff at the three schools included in this proposal and also with the local communities, local councillors, local Assembly Member, local MP and with the Welsh Government and other stakeholders. The consultation period will run from February 5th 2013 until 5th March 2013.

Meetings are being arranged with school stakeholders over this period.

- 8.2 Please feel free to ask us any questions and we would welcome your views on the proposals either by letter, e-mail or by completing the attached response form. Your representations should be sent to:

Programme Manager (Schools Modernisation),
Education Service,
Park Mount,
Glanhwfa Road,
Llangefni,
Isle of Anglesey
LL77 7EY.

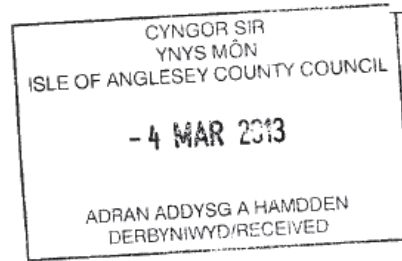
The e-mail address is:
ysgolionmon@ynysmon.gov.uk

You should ensure that your response reaches the Isle of Anglesey County Council no later than 5th March, 2013.

Your contributions to the process as members of the community are vitally important.

9. NEXT STEPS

This is the **statutory** (formal) consultation. At the end of this stage of the consultation process, officers will collate all the responses and information before preparing a report and making a recommendation to the Executive Committee. This Committee will then consider this consultation report together with any recommendations by Council officers. The Executive Committee will then decide whether to issue a statutory notice to close Ysgol Llanddona or not, and if so, there will be a period of one month to object to the proposal.



Carys Roberts
Is-Gadeirydd y Llywodraethwyr
Ysgol Llanddona
Llanddona
Ynys Môn

3ydd o Fawrth, 2013

Rheolwr Rhaglen – Moderneiddio Ysgolion
Y Gwasanaeth Addysg
Cyngor Sir Ynys Môn
Parc Mount
Ffordd Glanhwfa
Llangefni
Ynys Môn
LI77 7EY

Annwyl Reolwr Rhaglen ac Aelodau Etholedig y Pwyllgor Gwaith,

Par: Cynnig arfaethedig Cyngor Sir Ynys Môn i gau Ysgol Llanddona

Yn dilyn y cyfarfodydd a gynhaliwyd yn Ysgol Gynradd Llanddona nos Fawrth 26ain o Chwefror 2013, ysgrifennwn atoch fel corff Llywodraethu i ddatgan ein **gwrthwynebiad** i'ch cynnig arfaethedig i gau'r ysgol.

Fel corff Llywodraethu'r ysgol, teimlwn bod dyletswydd arnom i'ch hysbysu o sawl amryfusedd ynglŷn â'r broses ymgynghori yn gyffredinol, sydd yn peri pryder mawr i'r Corff, gyda'n rhesymau dros wrthwynebu'r cynnig. Gweler isod.

Rydym yn teimlo fod yr Awdurdod wedi trin yr ysgol â dirmyg llwyr o ran diffyg gwybodaeth a chynrychiolaeth drwy gydol y broses:

- Yn ystod absenoldeb ein Cynghorydd lleol, dim ond yn y cyfarfod ar y 26ain o Chwefror y cawsom wybod yn swyddogol gan y Cyfarwyddwr Dysgu Gydol Oes pwy oedd y person a oedd yn gyfrifol am weithredu ar ein rhan yn ystod yr holl broses. Ymddiheurodd y Cyfarwyddwr a nodi mai problem 'gyfathrebu' oedd ar fai; mewn proses mor hanfodol bwysig i'r pentref, mae hyn yn gwbwl wrthun i ni. Rydym wedi gorfod mynd drwy gyfnod anodd iawn - ymgynghoriad anffurfiol a rwan y drefn statudol - heb unrhyw gynrychiolaeth wleidyddol sydd, yn ein tŷb ni, yn hollol annerbynniol ac yn tanseilio democratiaeth. Mae'n rhaid bod yna bolisiau a chanllawiau mewn lle yn y Cyngor i'w dilyn mewn achos o'r fath? Pam nad oedd y person sydd i fod yn gweithredu ar ein rhan felly (Y Cynghorydd Brian Owen – Arweinydd) ddim yn bresennol yn y cyfarfod ar y 26ain o Chwefror? A ydy o wedi'i hysbysu o'r sefyllfa?
- Ni chafodd y gymuned lais yn y Pwyllgor Sgriwtini Addysg a Hamdden (Tachwedd 2012) gan fod cyfarwyddyd pendant wedi ei roi gan y Cadeirydd nad oedd y cynrychiolwyr o Lywodraethwyr Ysgol Llanddona i yngan gair. Yn ogystal â hyn

dim ond hanner tudalen o dystiolaeth oedd wedi ei gynnwys yn yr adroddiad yn datgan pryderon rhieni/cymuned/Llywodraethwyr ynglŷn â'r sefyllfa. Credwn fod hyn yn creu darlun anghyflawn, oherwydd gwyddwn fod mwy na'r hyn a nodwyd yn yr adroddiad i aelodau'r pwyllgor hwn wedi eu codi i sylw y Cyngor Sir.

- Rydym hefyd yn dymuno mynegi ein hanfodlonrwydd am yr wybodaeth a dderbyniom parthed y cyfarfodydd gyda rhanddeiliaid yr ysgol. Mewn llythyr at y 'Pennaeth, Staff, Llywodraethwyr a Rhieni' dyddiedig 7fed o Chwefror, 2013 gan Mr Emrys Bebb, cawsom ein hysbysu yn benodol mai '**rhieni disgyblion Ysgol Llanddona**' yn unig oedd i fod yn bresennol yn y cyfarfod am 6 o'r gloch nos Fawrth 26ain o Chwefror eleni. Yn ffodus, anwybyddwyd y rhybudd yma a chafwyd cefnogaeth gref gan oddeutu 100 o aelodau'r gymuned leol, oedd, wrth reswm, yn bryderus o gollu eu hysgol bentref sydd yn ffynhonnell o Gymreictod a diwylliant yn ogystal â chynnig cyfle i gymdeithasu â'i gilydd. Rydych yn nodi yn eich dogfen ymgynghorol y 'bydd y Cyngor yn ymgynghori â rhieni, llywodraethwyr a staff y (tair) ysgol sydd yn rhan o'r cynnig hwn, a hefyd â'r **cymunedau lleol**'. Os na fuasai'r gymuned leol wedi troi allan i ddangos eu gwrthwynebiad chwynn i'r cynnig, a allwch ein hysbysu sut oeddech chi'n bwriadu mynd ati, fel y nodwyd yn y ddogfen, i ymgynghori gyda hwy? Gellid dweud yr un peth am y broses ymgynghori anffurfiol hefyd.

Dyma ddod â ni at ein rhesymau dros wrthwynebu'r cynnig arfaethedig.

- **Methiannau tymor hir yr Awdurdod:**

- Mynegwyd pryderon gan aelodau o'r cyhoedd yn y Cyfarfod 'Rhieni' am fethiannau hir dymor yr Awdurdod o hyrwyddo ein hysgol a rhoi'r wybodaeth gywir i ddarpar-rieni. Fel dystiolaeth i'r honiad, cyfeiriwyd at brofiad personol Cadeirydd y Llywodraethwyr pan symudodd i Llanddona yn 2005 a chysylltu â'r Cyngor i ymholi ble oedd yr ysgol agosaf. Hysbyswyd ef mai Mr Wyn yn Ysgol Biwmares, dair milltir lawr y ffordd o'i gartref yn Llanddona, oedd ei angen – dim ond trwy lwc y darganfyddodd bod ysgol yn y pentref oedd yn berffaith ar ei gyfer ef a'i blant. O glywed enghreifftiau o'r fath, ydych chi'n synnu ein bod wedi cyrraedd y fath sefyllfa gyda niferoedd disgyblion ?
- Cyfeiriwn hefyd at 2009 pan ddaeth Ysgol Llanddona dan fygythiad yn wreiddiol ynglŷn â chau ysgolion bach, bedair blynedd yn ôl. Ers hynny rydym wedi gweld niferoedd disgyblion yn lleihau ac ansicrwydd mawr, hyn er gwaetha'r ffaith fod yr ysgol wedi'i hachub bryd hynny. Dywedodd Cyngorydd Cymuned Lleol yn y Cyfarfod 'Rhieni' fod hyn wedi arwain at 'gau'r ysgol drwy'r drws cefn' gan na roddwyd digon o sicrwydd bryd hynny bod yna ddyfodol hir-dymor i Ysgol Llanddona. Gweler hefyd ddatganiad yn y Daily Post gan Fred Ffransis dydd Iau, 28ain Chwefror.

- **Materion Trafnidiaeth:**

- Mae'r ffyrdd i fewn ag allan o bentref Llanddona mewn cyflwr gwael iawn, yn beryglus gyda diffyg manau pasio addas. Pe bai'r cynnig yn mynd yn ei flaen mae angen asesiad risg cynhwysfawr. Dyma un asesiad y dylid ei wneud **cyn** cymryd

penderfyniad am ddyfodol yr ysgol. Nid addysg plant yn unig sydd yn y fantol fan hyn, ond eu bywydau a'u lles.

- Byddwn angen sicrwydd pendant y darperir goruchwyliaeth ar unrhyw fws, am oes. Nid ydy hi'n addas o gwbl i ddisgwyl plant mor ifanc a thair a hanner drafailio ar fws ar ben eu hunain.
- Pa gynlluniau sydd gan y Cyngor ar gyfer y plant ifanc y cyfeiriwn atynt uchod, fydd ddim ond yn mynychu'r ysgol am gyfnod byr yn ystod y dydd ? Golygai hyn y bydd rhaid darparu trafniadaeth 3 gwaith y diwrnod yn hytrach na dwy waith fel y disgwyl; sydd yn ychwanegu at gost ac at ôl troed carbon. Yn sicr byddai angen goruchwyliaeth yn ystod y drydedd siwrne hon. Fe hoffwn gael ein hysbysu o'ch cynlluniau.
- Er eich bod wedi nodi yn y Cyfarfod y buasai yna 'drefniant rhwng rhieni a'r ysgol' pe bai plentyn yn mynd yn sâl yn ystod y diwrnod ysgol ac nad oedd gan y rhiant allu i ddod i nôl ei blentyn (ddim yn gyrru car er enghraifft), mae'n rhaid i chi werthfawrogi bod yna achlysuron lle nad ydy hi'n ymarferol i blentyn aros mewn ysgol os oes ganddo/i salwch megis salwch stumog neu 'bug taflu fyny'. Pa drefniadau trafniadaeth allwch chi eu cynnig mewn achlysuron o'r fath?

- **Opsiynau amgen/ysgol ardal:**

- Teimlwn yn gryf na chafodd pob opsiwn ei briso a'i ystyried. A oes gan y Cyngor ystadegau parthed cau Ysgol Biwmares a dosrannu'r disgyblion i ysgolion cyfagos ? Mae'r ddogfen ymgynghori wreiddiol yn nodi fod 99 disgybl ym Miwmares ym Medi 2012. O edrych ar y llefydd gweigion a nodwyd- 26 yn Llangoed, 40 yn Llanddona, 34 yn Llandegfan a 29 yn Ysgol y Borth – mae'n gwneud synnwyr amlwg i'r cyngor gau un ysgol; sef Biwmares gan wneud defnydd llawer iawn mwy buddiol o'r bedair ysgol arall; ysgolion lle nad oes angen gwario hanner cymaint ar eu hadeiladau. Yn wir, cyfanswm y gwariant gofynnol ar y bedair ysgol hyn yw £463,750, o'i gymharu â £794,069 ar Biwmares. Mae hyn yn golygu arbediad o £330,319 yn syth bin. Yn sgil hyn, byddem yn gwerthfawrogi ystadegau yn seiliedig ar gau Ysgol Biwmares a chludo disgyblion i ysgolion cyfagos. Rydych wedi methu ymgynghori ar yr opsiwn a'r goblygiadau posib o gau Ysgol Biwmares na rhoi rhesymau digonol i gyfiawnhau eich rhesymeg tros beidio gwneud hynny. Os mai pwrpas yr ymgynghoriad cyntaf oedd adolygu'r ddarpariaeth addysg yn '**Ne Ddwyrain Môn**' gyfan mae hi'n rhesymol disgwyl fod **pob opsiwn posibl** yn cael eu hystyried, pa mor chwyldroadol bynnag o ran PR i'r Cyngor Sir ydyn nhw er mwyn sicrhau y defnydd gorau a mwyaf effeithiol o arian y treth dalwr ac adnoddau cyhoeddus. A gawn ni eglurhad ynglŷn â sut y gwnaethoch benderfynu ar bum opsiwn posib yn unig yn yr ymgynghoriad cyntaf?
- Rydym eto i dderbyn ymatebiad i'n llythyr dyddiedig Medi 23, 2012, ble codwyd nifer o bwyntiau ynglŷn ag anghysonderau yn yr opsiynau gan nad oedd yna unrhyw ystyriaeth na gwerthusiad o effaith cau Ysgol Biwmares.
- Cyfeiriodd y Cyfarwyddwr Dysgu Gydol Oes yn ein Cyfarfod Llywodraethwyr at y cymal ym mhenderfyniad y Pwyllgor Gwaith sy'n nodi bod y broses ymgynghori ffurfiol hon yn digwydd gyda'r amod y bydd yr Awdurdod y 'ymweld eto â'r

ddarpariaeth addysg gynradd yn Ne-ddwyrain Môn maes o law, yn y Rhaglen Foderneiddio Ysgolion, gyda golwg ar sefydlu strategaeth tymor hir i'r ddarpariaeth addysg gynradd yn yr ardal.' Soniodd y Cyfarwyddwr am y gobaith o sefydlu ysgol ardal newydd i wasanaethu ardal y De Ddwyrain yn yr 'unfed ganrif ar hugain' a hynny ymhen ryw '2 neu 3 blynedd'. Yng ngoleuni hyn, oni fyddai'n well dilyn y 'status quo' am rwan nes bydd yr Awdurdod wedi penderfynu ar 'strategaeth tymor hir' fel y bo modd gwagio ysgolion cyfagos i Landdona dros dro ac osgoi amharu ar addysg plant wrth iddynt gael eu llusgo o un ysgol i'r llall mewn amser byr ?

- Hefyd, os mai ysgol ardal newydd yn y dyfodol agos - h.y '2 i 3 blynedd' - ydy bwriad yr Awdurdod, pam nad oedd hynny yn opsiwn yn yr ymgynghoriad anffurfiol cyntaf a gyflwynwyd i'r Pwyllgor Craffu ym mis Tachwedd 2012 ? Yn ardal y 'Llannau' mi oedd hynny yn opsiwn o'r hyn a welwn ni o'r cofnodion; fodd bynnag yn y cyfarfod o'r Pwyllgor Sgrwtini hwnnw ym mis Tachwedd 2012, a fynychwyd gan ddau gynrychiolydd o Lywodraethwyr Ysgol Llanddona, nododd y Pennaeth Gwasanaeth Addysg mai diffyg cyllid, a'r cyndynrwydd i godi gobeithion pobl yr ardal, oedd y rheswm dros beidio rhoi ysgol ardal newydd fel un o'r opsiynau. Beth yn union ydy'ch bwriad hefo'r 'ysgol ardal newydd' y cyfeiriwyd ati sawl gwaith yn y cyfarfodydd yn yr ysgol nos Fawrth diwethaf?

- **Yr Iaith Gymraeg:**

- Mae'r awgrym yn eich 'Asesiad Effaith Iaith' 'y bydd yr opsiwn arfaethedig yn cael effaith gadarnhaol ar y Gymraeg' yn chwerthinllyd, os nad yn sarhaus. Ystyriwch mewn difri calon ai 'Cadarnhaol' i'r Gymraeg fydd cau ysgol bentref sy'n ganolbwynt i'r Gymraeg a Chymreictod, mewn pentref lle mae'r Gymraeg yn brysur golli tir yn sgil mewnlifiad a di-boblogi.
- Dadleuol hefyd yw'r safbwynt y 'Byddai ymwybyddiaeth o werth dwyieithrwydd yn cynyddu nifer y cartrefi ble mae rhieni yn siarad Cymraeg yn achlysurol. Petai disgyblion yn symud o Ysgol Llanddona i Ysgol Llangoed, byddai % y disgyblion sy'n siarad Cymraeg gartref yn cynyddu i 9%.' Iaith leiafrifol yw'r Gymraeg ac mae synnwyr cyffredin yn dweud mai Seisnigo'r plant a'u rhieni fuasai canlyniad y newid arfaethedig, dengys hanes mai Saesneg yw'r iaith ddylanwadol, fwyafrifol, rynglwadol ac mae hi'n dod yn anoddach byth i wrthdroi'r newid ieithyddol hwnnw.
- Fel y gwelir yn 'Asesiad Iaith' ac 'Asesiad Cymuned' Cyngor Môn mae'r effaith ar y gymuned leol ac ar y Gymraeg a Chymreictod ym mhentref Llanddona mor frawychus fel na ddylid parhau â'r cynnig. Hyderwn nad ydy yr un o randdeiliaid yr ysgol yn dymuno gweld Llanddona yn dod yn 'gymdogaeth dawelach' ar draul cymdogaeth fyw ac ifanc wrth i 'brynwyr tai posib, yn arbennig y rhai gyda neu sy'n bwriadu cael plant' gael eu cau allan yn sgil cau'r ysgol gynradd.
- Mae canran sylweddol o ddisgyblion Ysgol Gynradd Llanddona yn mynd i'r ffrwd Gymraeg yn Ysgol David Hughes sydd yn dangos cryfderau'r ysgol i greu disgyblion di-Gymraeg yn hyderus a rhugl ddwyieithiog, cymaint felly eu bod yn medru dilyn pynciau drwy gyfrwng y Gymraeg yn yr ysgol uwchradd. Pryderwn am sgil-


effeithiau'r cynnig yn osgystal felly â'r niferoedd yn y ffrwd Gymraeg yn Ysgol David Hughes.

Fel y gwelwyd yng nghyfarfod nos Fawrth, mae gan Ysgol Gynradd Llanddona gefnogaeth sy'n ymestyn drwy'r gymuned leol a thu hwnt. Mynegwyd teimladau cryf ac emosiynol dros gadw'r ysgol. Teimlwn fel pentref ac fel Llywodraethwyr, er gwaetha'r ffaith eich bod wedi cynnal cyfarfodydd, ni wrandawoch ar yr hyn oedd yn cael ei ddweud - dim ond mynd drwy'r broses – dyna oedd yr ymdeimlad yn yr ystafell. Erfyniwn arnoch felly, yn swyddogion ac yn Aelodau Etholedig, i ystyried y cynnig hwn i gau Ysgol Llanddona yng ngoleuni y llythyr hwn ac unrhyw adborth arall, a sicrhau eich bod yn berffaith fodlon fod y broses ymgynghori ei hun wedi bod yn un **drwyadl, teg a thryloyw** a'ch bod yn sicr mae'r penderfyniad fydd y gorau yn y tymor hir i Landdona ac i Dde Ddwyrain Môn.

Fel Llywodraethwyr disgwyliwn ateb prydlon i'r llythyr hwn ac i'n llythyr 23 Medi 2013 yn ogystal â chopi o'r cofnodion addawyd inni ar ôl ein cyfarfod nos Fawrth diwethaf (fe ddylai rhain fod wedi ein cytraedd erbyn diwedd yr wythnos - 01.03.2013).

Edrychwn ymlaen yn fawr at glywed gennych, a diolchwn i chi am y cyfle hwn i leisio barn yn y broses ddemocrataidd.

Yn gywir iawn,



Carys Roberts,
Is-Gadeirydd y Llywodraethwyr
Ysgol Llanddona

Cc: Leighton Andrews
Carl Sargeant
Albert Owen AS
Ieuan Wyn Jones AC
Cyngor Cymuned Llanddona



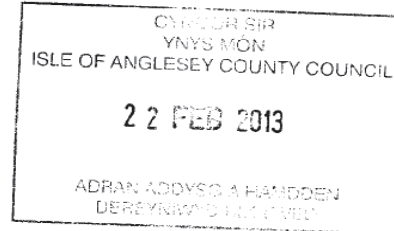
**CORFF LLYWODRAETHU
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Chwefror 19eg 2013

Mr Emrys Bebb
Rheolwr Rhaglen
Cyngor Sir Ynys Môn
Adran Dysgu Gydol Oes,
Parc Mownt,
Ffordd Glanhwfa,
Llangefni,
Ynys Môn
LL77 7EY.



Annwyl Mr Emrys Bebb

Ysgrifennwn atoch fel Corff Llywodraethu Ysgol Gynradd Llangoed i ddatgan ein cefnogaeth llwyr i benderfyniad y Cyngor Sir i ddewis gweithredu ar Opsiwn 3 oherwydd y pwyntiau isod:

- Mae disgyblion Ysgol Llanddona o gefndir ieithyddol a theuluoedd tebyg i ddisgyblion Ysgol Llangoed, ac mae'r ddwy ysgol wedi cydweithio'n agos ac yn llwyddiannus mewn amryw o ffyrdd dros y blynyddoedd.
- Mae ethos Ysgol Llangoed yn ardderchog, y ddisgyblaeth yn gadarn, a'r plant yn ddiogel mewn adeilad sydd wedi ei addasu, ar gost sylweddol, ar gyfer plant ag anableddau.
- Byddai nifer llefydd gweigion yn gostwng yn sylweddol. Mae 86 plentyn yn yr ysgol ar hyn o bryd, a thrwy i blant Llanddona drosglwyddo, ynghyd a rhagolygon cryf am fwy o ddisgyblion lleol yn y dyfodol agos, buan iawn y byddai canran y llefydd gweigion yn gostwng.
- Fel y nodir yn yr ymgynghoriad, mae perfformiad disgyblion Ysgol Llangoed yn uwch na pherfformiad disgyblion Ysgol Llanddona yn y pynciau craidd, ac yn uwch hefyd na pherfformiad ysgolion tebyg eraill. Felly fe fyddai plant Ysgol Llanddona yn trosglwyddo i ysgol sydd yn perfformio'n dda.
- Caiff y plant brofiadau cymdeithasol ac allgyrsiol rhagorol, y tu mewn a thu allan i'r ysgol,
- Mae cefnogaeth ardderchog i'r ysgol gan y gymuned, ac mae'r corff llywodraethol yn gefnogol dros ben i bob agwedd o fewn yr ysgol. Mae arweiniad cadarn y pennaeth, ymroddiad yr holl staff, yn athrawon a chymorthyddion, a'r gymuned gyfan i gyd yn cyfrannu at ysgol llwyddiannus a llewyrchus.

Oherwydd y sylwadau a'r pwyntiau uchod barn y Corff Llywodraethu yw mai Opsiwn 3 yw'r unig opsiwn synhwyrol.

Yr eiddoch yn gywir

Cyngorydd Lewis Davies (cadeirydd)
Ar ran Corff Llywodraethu Ysgol Llangoed



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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	9 September 2013
Subject	Lowering Age of Admission at Ysgol Goronwy Owen Benllech
Portfolio Holder(s)	
Lead Officer(s)	Gwynne Jones
Contact Officer	Gareth Jones
Nature and reason for reporting	
<p>A request was received from the Governing Body at Ysgol Goronwy Owen for the Authority to consider lowering the age of admission so as to admit pupils part time in the September following their third birthday. It is necessary to seek the permission of the Executive Committee to start the process of consultation with all who have an interest.</p>	

A – Introduction / Background / Issues
<p>Ysgol Goronwy Owen admits children full time in the September following their fourth birthday. The school is one of 8 schools with this policy. The other 40 primary schools admit children part time in the September following their third birthday.</p> <p>There is a set process to this-</p> <ol style="list-style-type: none"> 1. Prepare a consultation document and to present it in a public meeting. 2. Ensure a wide consultation with all who have an interest. 3. Prepare a report and recommendation to the Board of Commissioners. 4. If a decision is made to move on the proposal then publish a statutory order and collect objections. 5. Consider any objections. If the decision is to continue with the proposal then a report is sent to the Minister for Education for a decision. <p>Throughout the process there is close working with the Welsh Government.</p>

B - Considerations

The school wishes to move towards a policy that is accepted in the majority of our schools. Consultation should take place so as to come to a decision following the collecting of comments.

The implications and impacts listed below will need to be analysed during the consultation.

C – Implications and Impacts

1	Finance / Section 151	Increasing the number of pupils in any school will have a direct effect on the funding formula in the following financial year. The greater the number of pupils the more funding the delegated budgets lines will need. In addition to the pupil numbers generating extra revenue, there will also be a need to ensure that a 0.4 nursery assistant is employed which will thus further increase the delegated budgets.
2	Legal / Monitoring Officer	
3	Human Resources	A need to increase staffing
4	Property Services	There is sufficient space within the school.
5	Information and Communications Technology (ICT)	
6	Equality	No implications
7	Anti-poverty and Social	
8	Communication	
9	Consultation	
10	Economic	

C – Implications and Impacts	
11	Environmental
12	Crime and Disorder
13	Outcome Agreements

CH - Summary
<p>The Governors at Ysgol Goronwy Owen have presented a request to lower the age of admission. There is a process to follow. Permission is requested to begin the process.</p>

D - Recommendation
<p>Permit officers to consult on lowering the age of admission.</p>

Name of author of report - Gareth Jones
Job Title - Education Officer
Date 5 August 2013

Appendices:
<p>None</p>

Background papers
<p>None</p>

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AGENDA ITEM NO.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	The Executive & Full Council
Date	Executive 09.09.13 Full Council 26.09.13
Subject	To Make Changes to the Constitution to account for the coming into force of the Scrap Metal Dealers Act 2013
Portfolio Holder(s)	Councillor J. Arwel Roberts
Lead Officer(s)	Head of Service (Planning and Public Protection) Legal Services Manager
Contact Officer	Robyn Jones (x2134)
Nature and reason for reporting	
<p>1.1 To make changes to the Constitution to account for the coming into force of the Scrap Metal Dealers Act 2013 (the Act) at the start of October 2013 and to delegate the powers and responsibilities given to the Council by the Act.</p> <p>1.2 As the report proposes changes to the Constitution, the matter is reported to the Executive for consultation and a recommendation that the Constitution be changed, and will be reported to full Council with a recommendation that the suggested changes to the Constitution be made.</p>	

A – Introduction / Background / Issues
<p>2.1 The Act establishes a regime for the regulation and licensing of the scrap metal trade and replaces the Scrap Metal Delaers Act 1964. The Council is responsible for the licensing and enforcement regime established by the Act.</p> <p>2.2 The powers and responsibilities established by the 1964 Act are delegated by the Constitution to the Head of Service (Planning and Public Protection) and are administered by the Council’s Trading Standards Department.</p> <p>2.3 The Act was introduced as a Private Members’ Bill and received Royal Assent in February 2013. The legislation is administered by the Home Office and is applicable to both Wales and England. The majority of the Act’s provisions come into effect as</p>

from 1 October 2013.

2.4 The Act provides for the licensing of scrap metal dealers and the conduct of their businesses together with associated enforcement powers and ancillary provisions.

2.5 Whilst the Act establishes the need to apply for licences it does not provide for a mechanism for dealing with licensing applications unlike, say the Licensing Act (for alcohol licensing) and the Gambling Act.

2.6 This report suggests a means for the delegation of the powers and responsibilities given to the Council by the Act between officers and the Licensing Committee and which reflects the division of responsibilities upon the same broad lines as established by the Licensing Act and the Gambling Act.

B - Considerations

3.1 Each Council will need to determine the method for determining applications under the Act and, in particular, which applications (if any) should be considered by their licensing committee. Advice from the Local Government Association (LGA) suggests that, since the Act provides for an applicant or licensee to have the right for a hearing where a licensing application is going to be refused, revoked or varied, those hearings should be conducted before members who can then make those decisions on behalf of the Council.

3.2 To implement the LGA's suggestion, changes are proposed to the Constitution as set out in the Appendix to this report. All of the Council's powers are delegated to the Head of Service (Planning and Public Protection) and will be exercised by duly authorised officers in the Licensing Section of the Trading Standards Department. There is delegated to the Licensing Committee the power to make decisions in all those cases where an applicant or licensee does request a hearing before the Council before a decision is made on their matter.

3.3 Whilst most of the powers and responsibilities of the Act are suggested to be delegated to the Head of Service (Planning and Public Protection), there is also included a provision that the Head of Service may choose not to exercise his delegated power in respect of any matter otherwise delegated to him under the Act where he, in his absolute discretion and for whatever reason, chooses not to exercise that delegation. In such a case that matter will revert to be decided by the Licensing

Committee.

C – Implications and Impacts		
1	Finance / Section 151	
2	Legal / Monitoring Officer	The Contents of the reported are noted
3	Human Resources	Not applicable
4	Property Services (see notes – seperate document)	Not applicable
5	Information and Communications Technology (ICT)	Not applicable
6	Equality (see notes – seperate document)	These changes will not have a differential impact on any of the groups protected under the Equality Act 2010.
7	Anti-poverty and Social (see notes – seperate document)	Not applicable
8	Communication (see notes – seperate document)	No comments
9	Consultation (see notes – seperate document)	A draft of the report was subject to consultation with internal stakeholders
10	Economic	Not applicable
11	Environmental (see notes – seperate document)	Not applicable
12	Crime and Disorder	Not applicable

C – Implications and Impacts

(see notes – separate document)

CH - Summary

4.1 The Scrap Metal Dealers Act comes into force as from 1 October 2013. The Act gives powers and responsibilities to the Council to license and enforce scrap metal dealing. The Act replaces the Scrap Metal Dealers Act 1964.

4.1.1 The Council needs to adopt a scheme to delegate the powers and responsibilities of the Act as between officers and members.

4.1.2 The report suggests adopting a scheme of decision-making similar to that for alcohol licensing under the Licensing Act 2003.

4.1.3 Unless excepted, all powers and responsibilities of the Council under the Act are delegated to the Head of Service (Planning and Public Protection). Excepted are those cases where an applicant or licensee request a hearing before the Council before their matter is decided. Hearings may be requested where officers propose to refuse an application or it is proposed to revoke or vary a licence. All matters where requests for hearings are made shall be delegated to the Licensing Committee both to hold the hearing and to make a decision on behalf of the Council. The Licensing Committee shall conduct the hearings by Sub-committees of three members.

D - Recommendation

5.1 The recommendations are as follows:

To the Executive:

5.2 To accept the proposal and recommend to the full Council that the changes to the Council's Constitution as detailed in the the Appendix to this report are made.

To the Full Council:

5.3 To make the changes to the Council's Constitution as detailed in the the

Appendix to this report, and

5.4 To delegate to the Head of Function (Legal and Administration) the power to make the necessary changes to the Constitution to implement the Council's decision.

Name of author of report: Robyn W. Jones
Job Title: Legal Services Manager
Date: 09 August 2013

Appendix:

Extracts from the Constitution showing the proposed amendments.

Background papers

Scrap Metal Dealers Act 2013.
Local Government Association guidance on the Scrap Metal Dealers Act 2013, "Get in on the Act".

APPENDIX

Changes Proposed to the Constitution.

1. To include a new paragraph 3.4.10.4 as shown underlined below:

“3.4.10 Licensing Committee

11 Members to be politically balanced.

3.4.10.1 To deal with all matters relating to the discharge of the Authority’s licensing functions as defined by the Licensing Act 2003 and Gambling Act 2005 (which does not include appeals which are presently dealt with by the Appeals Committee).

3.4.10.2 To establish one or more Subcommittees consisting of 3 members of the Licensing Committee.

3.4.10.3 To arrange for the discharge of any of its functions by a Subcommittee. To arrange for the discharge of any of its functions by an Officer of the Council (except where there are objections or representations to an application).

3.4.10.4 To deal with the following matters pursuant to the Scrap Metal Dealers Act 2013:

3.4.10.4.1 All those cases where an applicant or a licensee has exercised the right to make oral representations to the Council (pursuant to paragraph 7 of Schedule 1 to the Act) before a matter is determined; to hear those representations by Subcommittee and to determine that matter on behalf of the Council.

3.4.10.4.2 Any other matter under the Act otherwise delegated to the Head of Service (Planning and Public Protection) by this Constitution where that officer, at his discretion and for whatever reason, chooses not to exercise his delegated powers.”

2. To make the following changes to Appendix A to section 3.5.3 of the Constitution:

To remove the reference to “Scrap Metal Dealers Act 1964” and to substitute the following:

“Scrap Metal Dealers Act 2013 - except for: determining matters where the right to make oral representations is exercised pursuant to paragraph 7 of Schedule 1 to the Act; and, any matter otherwise delegated to the Head of Service (Planning and Public Protection) where the officer, at his discretion and for whatever reason, chooses not to exercise his delegated powers.”

TS-17145-RWJ/182239

PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

PWYLLGOR GWAITH/EXECUTIVE

ADOLYGIAD PENAEITHIAID GWASANAETH – YSTYRIAETHAU STRWYTHUR HEADS OF SERVICE REVIEW – STRUCTURE CONSIDERATIONS 9 MEDI/SEPTEMBER 2013

<p>Paragraff(au) 12, 13, 14 Paragraph(s) 12, 13, 14</p>	<p>Atodlen 12A Deddf Llywodraeth Leol 1972 Schedule 12A Local Government Act 1972</p>
<p>Y PRAWF – THE TEST</p>	
<p>Mae yna fudd y cyhoedd wrth ddatgelu oherwydd / There is a public interest in disclosure as:-</p> <p>Mae hwn yn fater sy'n effeithio ar strwythur rheoli'r Cyngor ac, fel y cyfryw, mae gan y cyhoedd ddiddordeb uniongyrchol mewn cael eu hysbysu am faterion sy'n ymwneud â darparu, cost ac effeithlonrwydd gwasanaethau yn cynnwys arbedion sy'n ymwneud â'r rheini /</p> <p>This is a matter which affects the Council's management structure and, as such, the public has a direct interest in being informed about matters which relate to the delivery, cost and efficiency of services including savings relating thereto.</p>	<p>Y budd y cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-</p> <p>Mae yna ddisgwyliad cyfreithiol y bydd materion sy'n ymwneud â gweithwyr unigol y Cyngor yn cael eu trin yn gyfrinachol. Mae gan y Cyngor ddyletswydd o ymddiriedaeth a hyder mewn perthynas â'i ymwneud â'i staff ac mae'r wybodaeth yn yr adroddiad sydd ynghlwm, tra nad yw'n enwi unigolion, yn eu nodi yn anuniongyrchol. Mae i'r adroddiad oblygiadau cyflogaeth i'r swyddogion sy'n cael eu heffeithio ac fe all toriad dianghenraid mewn cyfrinachedd adael y Cyngor, fel cyflogwr, yn agored i gamau cyfreithiol /</p> <p>There is a legal expectation that matters relating to individual employees of the Council are to be treated confidentially. The Council has a duty of trust and confidence in relation to its dealings with its staff and the information in the attached Report, while not naming individuals, indirectly identifies them. This Report has employment implications for those Officers affected and any unnecessary breach of confidentiality may leave the Council, as employer, open to legal action.</p>
<p>Recommendation - The public interest in maintaining the exemption, at least at this stage, outweighs the public interest in disclosing the information.</p>	

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