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CYNGOR SIR  
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ISLE OF ANGLESEY  
COUNTY COUNCIL

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

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<b>RHYBUDD O GYFARFOD</b>	<b>NOTICE OF MEETING</b>
<b>PWYLLGOR GWAITH</b>	<b>THE EXECUTIVE</b>
<b>DYDD LLUN 2 RHAGFYR 2013 10.00 o'r gloch</b>	<b>MONDAY 2 DECEMBER 2013 10.00 am</b>
<b>SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI</b>	<b>COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI</b>
Rheolwr Gwasanaethau Pwyllgor	<b>Mr John Gould</b> <b>01248 752 515</b> 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 - 10)**

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

- 21<sup>st</sup> October, 2013
- 4<sup>th</sup> November, 2013

**4     MINUTES FOR INFORMATION (Pages 11 - 16)**

To submit for information, the minutes of the Voluntary Sector Liaison Committee held on the 3<sup>rd</sup> October, 2013.

**5     THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 17 - 28)**

To submit the report of the Interim Head of Democratic Services.

**6     2013/14 REVENUE BUDGET MONITORING REPORT - QUARTER 2 (Pages 29 - 36)**

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

**7     2013/14 CAPITAL BUDGET MONITORING REPORT - QUARTER 2 (Pages 37 - 46)**

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

**8     2014/15 COUNCIL TAX BASE (Pages 47 - 50)**

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

**9     CORPORATE PLAN 2013-17**

To submit the report of the Head of Service (Policy). – **TO FOLLOW**

**10    SUPPORTING PEOPLE COMMISSIONING PLAN 2014/15 (Pages 51 - 114)**

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

**11    USE OF ONSHORE WIND ENERGY SUPPLEMENTARY PLANNING GUIDANCE IN PLANNING DECISIONS (Pages 115 - 118)**

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

**12 NEW NUCLEAR BUILD AT WYLFA: SUPPLEMENTARY PLANNING GUIDANCE (SPG) (Pages 119 - 122)**

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

**13 CAPACITY AND RESOURCES FOR CHANGE (Pages 123 - 136)**

a) To submit the report of the Deputy Chief Executive.

b) To submit the minutes of the Corporate Scrutiny Committee held on 15th November, 2013 in this respect.

**14 COMPULSORY PURCHASE OF LANDS IN CONNECTION WITH PROPOSED CEMETERY EXTENSIONS AT LLANBEDRGOCH AND LLANDDONA (Pages 137 - 146)**

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

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## THE EXECUTIVE

### Minutes of the meeting held on 21 October 2013

- PRESENT:** Councillor Ieuan Williams (Chair)  
Councillors R Dew, K P Hughes, H E Jones and Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive  
Deputy Chief Executive  
Director of Community  
Director of Sustainable Development  
Director of Lifelong Learning  
Head of Function (Resources) and Section 151 Officer  
Legal Services Manager (RJ)  
Head of Service (Housing)  
Business Planning & Programme Manager (GM)  
Committee Services Manager
- ALSO PRESENT:** Councillors R Meirion Jones (Items 4 and 8); R G Parry OBE (Items 7 and 8), John Griffith, Victor Hughes and Llinos Medi Huws
- APOLOGIES:** Councillor A M Jones

#### 1 DECLARATION OF INTEREST

None to declare.

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

None to declare.

#### 3 MINUTES

Submitted for confirmation, the minutes of the meeting of the Executive held on 9<sup>th</sup> September, 2013.

**RESOLVED - That the minutes of the meeting of the Executive held on 9<sup>th</sup> September, 2013 be confirmed as a true record.**

#### 4 THE EXECUTIVE'S FORWARD WORK PROGRAMME

Submitted - The report of the Head of Service (Policy) seeking approval of the Executive's Forward Work Programme for the period November, 2013 to April, 2014.

Councillor R Meirion Jones was of the opinion that Item 8 on today's agenda should have first been considered by the Corporate Scrutiny Committee and identified thus on the Forward Work Programme. He expressed concern that scrutiny was not being given a high priority within the Council.

The Leader in response stated that it was important to identify matters for scrutiny on the Forward Work Programme and he intended to speak to Councillor Jones in this respect following today's meeting.

**RESOLVED to confirm the updated work programme for the period November, 2013 - April, 2014, subject to the minor amendments referred to at this meeting.**

**5 TO MAKE CHANGES TO THE CONSTITUTION (PARA 3.5.3.15.5) AND TO PLANNING PROCEDURE RULES (SECTION 4.6 OF THE CONSTITUTION)**

Submitted – A report by the Deputy Monitoring Officer/Senior Solicitor (Planning) for recommendation to the Council.

The Deputy Monitoring Officer/Senior Solicitor (Planning) stated that the recommended changes to the Constitution were as follows :-

Planning Procedure Rules (the Rules):

**Change 1** (paragraph 3.5.3.15.5) – That, in future, departure applications made by Councillors, relevant Officers or their close family or friends may, rather than being referred to the Planning Committee (the Committee) as at present, be refused by Planning Officers under delegation and then be subject to a full report to the next Committee meeting. Where Officers want to approved such a departure application then it could only be approve by the Committee;

**Change 2** (section 4.6) – The Rules be amended to reflect the legal position and to take account of Section 25 of the Localism Act 2011. That Members of the Committee are allowed to express an opinion on the merits of an application even before it comes to the Committee for a decision provided the opinion they express is a predisposition and not a predetermination. This would include allowing Members of the Committee who are also Members of a Town/Community Councils to participate in a planning matter at meetings of their Town/Community Council.

**RESOLVED to recommend to the full Council that the changes to the Rules in the Council's Constitution as detailed in the Appendices to this report are made and that authority be given to Officers to make the relevant changes to the Constitution.**

**6 NUCLEAR NEW BUILD - BLUEPRINT FOR ACCOMMODATION SOLUTIONS**

Submitted – A report by the Head of Service (Housing) requesting the Executive to:-

- Consider the potential short and long term impacts of the Energy Island Programme on the local housing market;
- Endorse the recommendations from the 'Housing Needs for local residents and Housing Solutions resulting from the Energy Island Programme Report' (September, 2013); the findings of which will inform the evidence base for the Local Housing Strategy and Local Development Plan, and hence the Anglesey Viable and Vibrant places bid;
- To consider the wider strategic and policy context for the Local Authority and plant appropriately to minimise risks and maximise legacy housing opportunities.

Councillor H E Jones was of the opinion that the Executive should receive a report from the Head of Service (Housing) as regards the provision of social housing/affordable housing on the Island.

**RESOLVED:-**

- **To note and endorse the recommendations from the ‘Housing Needs for local residents and Housing Solutions resulting from the Energy Island Programme Report’ (September, 2013);**
- **That the findings of the Report will inform the evidence base for the Local Housing Strategy and Local Development Plan, and hence the Anglesey Viable and Vibrant places bid;**
- **To consider the wider strategic and policy context for the Local Authority and support the actions outlined within the Report to plan appropriately thereby minimise risks and maximise legacy housing opportunities;**
- **To support that dialogue takes place with the developers with regards to the way forward and additional staffing capacity to take forward the recommendations within the Report;**
- **To note that early engagement with EIP developers is required and a commitment from those developers to identify and support solutions which deliver more than solely short-term accommodation solutions, if significant legacy benefits are to be delivered in the longer term;**
- **To note that the Council is likely to require support from local and national partners in discussions with the EIP developers and in developing the mechanisms to deliver the housing solutions.**
- **That the Head of Service (Housing) be requested to report back to the Executive on the provision of social housing/affordable housing on the Island.**

**7 BRWYNOG RESIDENTIAL CARE HOME**

Submitted – A report by the Head of Service (Property) with regard to concerns relating to the condition of the Brwynog Residential Care Home and to consider options for remedial work together with the allocation of a budget to enable that work to be carried out.

Councillor R G Parry, OBE expressed concern that the Council were still awaiting the report on the transformation of adult social care on Anglesey and questioned as to whether this was the right time to undertake such remedial work.

The Director of Sustainable Development in response stated that the preferred option would enable the condition of the building to be brought up to a reasonable standard of accommodation throughout and ensure all rooms are available and acceptable for occupation. This advice would meet minimum CSSIW standards in regulatory terms.

**RESOLVED that bearing in mind the future suitability of the building and the restricted availability of budget, that Option 1 be approved, namely to restore all rooms to a reasonable standard of accommodation at a cost of £120 k.**

**8 CAPACITY AND RESOURCES FOR CHANGE**

Submitted – A report by the Deputy Chief Executive outlining the additional capacity required in order to support the delivery of the Transformation Plan and, for the Executive to approve the funding of these short term internal development posts from the cost of change budget.

The transformation of services is critical to the future sustainability of the Council. Many of the Council's services are in need of modernisation to both ensure their effectiveness in meeting need, present and future aspirations and to become more efficient and/or sustainable.

Councillor H Eifion Jones proposed that the matter should be deferred for consideration to an extraordinary meeting of the Corporate Scrutiny Committee and that the results of their deliberations should be reported back to the Executive as soon as possible. He also suggested that an invitation be extended to all Members of the Council to be in attendance. However, he considered that the additional capacity required with regard to data security should proceed in order to deliver on time by August 2014 (Para 4 of the report refers).

Councillor Bob Parry, welcomed the suggestion to refer the report to the Corporate Scrutiny Committee as it would provide an opportunity for Members to raise some concerns in this respect.

**RESOLVED:-**

- (a) To defer consideration and that the matter be considered at an extraordinary meeting of the Corporate Scrutiny Committee (with an invitation for all Members of the Council to be in attendance) and that the results of the Committee's deliberations be reported back to the Executive as soon as possible;**
- (b) That authority be given to Officers to move ahead with the additional capacity required in order to comply with the Information Commissioner's Office audit of July 2013 with regard to the security of personal information held by the Council (Para 4 of the report refers).**

The meeting concluded at 11.00 am

**COUNCILLOR IEUAN WILLIAMS  
CHAIR**



## THE EXECUTIVE

### Minutes of the meeting held on 4 November 2013

- PRESENT:** Councillor Ieuan Williams (Chair)  
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 Sustainable Development  
Director of Lifelong Learning  
Head of Function (Resources) and Section 151 Officer  
Head of Service (Housing)  
Head of Service (Property)  
Head of Economic and Community Regeneration  
Interim Head of Democratic Services  
Business Planning & Programme Manager (GM)  
Committee Services Manager
- ALSO PRESENT:** Councillors R Meirion Jones and Bob Parry, OBE (Items 4, 7, 8 and 15)
- APOLOGIES:** None.

#### 1 DECLARATION OF INTEREST

None to declare.

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

None to declare.

#### 3 THE EXECUTIVE'S FORWARD WORK PROGRAMME

Submitted - The report of the Interim Head of Democratic Services seeking approval for the Executive's updated Forward Work Programme for the period December 2013 - April 2014.

**RESOLVED to confirm the updated work programme for the period December, 2013 - April, 2014 and subject to the minor amendments agreed to at the meeting.**

#### 4 2014/15 BUDGET

Submitted - The report of the Head of Function (Resources) providing an updated budget strategy and the initial draft revenue budget for 2014-15.

The Leader was requested to respond in the strongest possible terms to the Welsh Government upon the provisional local government settlement by the close of consultation on 20<sup>th</sup> November, 2013.

**RESOLVED:-**

- **That the draft standstill budget be adopted by the Executive as a basis for the 2014-15 revenue budget;**
- **That the Executive should seek to make sufficient savings in 2014-15 to balance the revenue budget without use [of reserves] of general reserves;**
- **That the Executive should plan to cover unavoidable costs of severance, or other one-off costs of delivering savings, from slippage on the current budget for cost of change and without the use of general reserves;**
- **To request savings proposals from departments to be completed by 16<sup>th</sup> November, 2013;**
- **To agree that management now arrange for voluntary redundancy to be offered across the Council, subject to usual controls and conditions.**
- **That authority be given to the Leader to respond to the Welsh Government in the strongest possible terms as regards the provisional settlement for Anglesey.**

**5 IMPROVEMENT PLAN 2013/14**

Reported by the Interim Head of Democratic Services - That in accordance with guidance on the Wales Programme for Improvement, the Council was required to publish its annual improvement objectives (Improvement Plan) as soon as practicable after the beginning of April each year. The Authority delayed the adoption of these following the 2013 election. This followed the example of the North Wales authorities last year. It was also reported that the Corporate Scrutiny Committee on 28<sup>th</sup> October, 2013, had no observations to make thereon.

**RESOLVED:-**

- **To note that the Corporate Scrutiny Committee on 28<sup>th</sup> October, 2013 had no observations to make.**
- **To agree the content of the Improvement Plan in identifying the main priorities of the Council to be adopted within the framework of the corporate business plan which will be operational up to 31<sup>st</sup> March, 2014.**

**6 CORPORATE SCORECARD - QUARTER 2, 2013/14**

Reported by the Interim Head of Democratic Services - That the corporate score card was developed to identify and inform its users of progress against indicators which explicitly demonstrated the successful implementation of day to day activity of the Council. It was also reported that the Corporate Scrutiny Committee at its meeting on 28<sup>th</sup> October, 2013 had no observations to make thereon.

**RESOLVED to note the contents of the report and to also note that the Corporate Scrutiny Committee on 28th October, 2013 had no observations to make thereon.**

**7 TO MAKE CHANGES TO THE PLANNING PROCEDURE RULES (SECTION 4.6 OF THE CONSTITUTION) PERMANENT**

Submitted - A joint report by the Head of Regulation and the Legal Services Manager seeking Executive approval to make a recommendation to full Council to make changes to the Planning Matters Procedure Rules permanent following the end of a second 12 month trial period.

Concern was expressed by the Planning Portfolio Holder and other members of the Executive as regards making permanent restricting members of that Committee to only participating if they had attended all previous meetings on that item (including site visits) (Para 2.2.1 of report refers) and in preventing a local member on the Committee from voting, proposing or seconding on an application in their ward (Para 2.2.2 of report refers). The Executive had no opposition to clarifying planning applications by which officers, and by the relatives of members and officers should be reserved for decision by the Planning Committee (Para 2.2.3 of report refers).

Reference was made to the fact that Council members had reduced from 40 to 30 members and similarly on the Planning Committee from 14 to 11 and restrictions on participation increased the risk of the Committee becoming inquorate.

It was also mentioned that the 2013 RTPI Cymru "Study into the Operation of Planning Committees in Wales" recommended that the whole Planning Committee need not visit sites and that failure to visit sites should not prohibit those members who had not seen the site from participating in the matter at Committee.

**RESOLVED to recommend to the County Council:-**

- **That it makes permanent the changes to the Council Constitution as detailed in Para 2.2.3 of the report, namely clarifying planning applications by which officers, and by the relatives of members and officers should be reserved for decision by the Planning Committee;**
- **Not to make permanent changes to restrict members at the Planning Committee to only participating if they had attended all previous meetings on that item (to include any official site visit);**
- **Not to make permanent prevent a local member on the Committee from voting, proposing or seconding on an application in their ward.**

**8 INCOME MANAGEMENT STRATEGY - HOUSING SERVICES**

Submitted - A report by the Head of Service (Housing) seeking Executive approval of the adoption of a new Housing Services Income Management Strategy.

Councillor R G Parry, OBE referred to various issues within the report and a response thereon was provided by the Head of Service (Housing).

**RESOLVED to approve the Income Management Strategy.**

## **9 SERVICE CHARGES FOR TENANTS AND LEASEHOLDERS**

Submitted - The report of the Head of Service (Housing) outlining the current arrangements of the Council for raising service charges for Tenants and Leaseholders, the scope for introducing service charges as well as highlighting some of the issues involved.

### **RESOLVED:-**

- **That authority be given to the Head of Housing Services to enter into the collaborative project with other North Wales stock-retaining Authorities;**
- **To accept the findings and recommendations from stage one [this report];**
- **To agree to Housing Services proceeding to stage two, implementation and roll-out;**
- **That a further report detailing costs is presented to the Executive, post consultation with Tenants and Leaseholders.**

## **10 WELSH PUBLIC LIBRARY STANDARDS, ANNUAL RETURN 2012-2013**

Submitted - The report of the Director of Community seeking Executive approval of the Welsh Public Library Standards Annual Report for 2012/13 together with the Welsh Government's (CyMAL) assessment of the Library Services 2012/13 Annual Library Report and any issues arising.

The Executive wished to record their appreciation to the staff for their work in this respect.

### **RESOLVED:-**

- **To approve the Welsh Public Library Standards Annual Report for 2012/13.**
- **To note the Welsh Government's (CyMAL) assessment of the Library Services 2012/13 Annual Library Report and the issues arising.**

## **11 SCHOOL ORGANISATION CODE**

Submitted - A report by the Director of Lifelong Learning informing the Executive of the changes in the School Organisational Code that came into force on 1<sup>st</sup> October, 2013 and how this would affect the Council's way of dealing with opposition to a statutory notice to close a school. Options available were to refer the matter to the Executive or set up a Local Decision Making Committee.

**RESOLVED that in a situation of receiving opposition to a decision by the Executive to issue a statutory notice to close a primary school under the new School Organisation Code that came into force on 1<sup>st</sup> October, 2013 - the matter be referred to the Executive to exercise this function.**

## **12 FUTURE OF EU CONVERGENCE PROGRAMME PRIORITY ACTIVITIES**

Submitted - The report of the Head of Economic and Community Regeneration seeking Executive approval to progress with the development of strategic priority projects which could secure EU Convergence Funding (2014-2020).

**RESOLVED:-**

- **To support and endorse the priority strategic projects (Annex A) which could secure EU Convergence Programme Funding (2014-2020) Convergence Programme support;**
- **To support the further development of strategic priority projects in accordance with the new Corporate Governance arrangements;**
- **To recognise that the ability of this Authority to secure future EU Structural Funding will be partly influenced by the amount of resources dedicated to the development of projects/interventions.**

**13 REVIEW OF THE PROVISION OF THE MAIN OFFICE CANTEEN**

Report by the Head of Service (Property) - That the canteen provision within the main offices had been operating at a loss for the past 18 months since the service was brought in house during 2012. Following a staff survey in 2013 and the receipt of a petition, a decision was now required to confirm the future of the facility. It was clear that insufficient use was being made of the canteen on a regular basis to enable the facility to cover operating costs.

**RESOLVED that the main office canteen facility be permanently closed at the earliest opportunity, that options be explored for a lunchtime sandwich service to be provided within the building by external caterers at no cost to the Council, and that a review of the best use of the space currently occupied by the canteen is undertaken as part of the Smarter Working Project Team.**

**14 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:-**

**“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”.**

**15 SCIENCE PARK DEVELOPMENT**

Submitted - The report of the Head of Economic and Community Regeneration on the disposal of Council owned land to Bangor University to support their development of a Science Park.

Councillor R Dew, Portfolio Holder considered that any income generated from the land in question should be ring fenced and invested within the Smallholdings Estate.

**RESOLVED:-**

- **To commence negotiations with Bangor University for the possible disposal of IACC land at Gaerwen without a prior marketing campaign and at the same time obtaining advice from the District Valuer’s Office.**
- **To investigate the County Council’s potential future role in any Science Park related entity or organisation.**

- **To ensure the ring fencing of any income generated to invest in the smallholdings estate.**

The meeting concluded at 11.00 am

**COUNCILLOR IEUAN WILLIAMS  
CHAIR**

## VOLUNTARY SECTOR LIAISON COMMITTEE

### Minutes of the meeting held on 3 October, 2013

- PRESENT:** Mr Islwyn Humphreys (Voluntary Sector) (Chair)
- Local Authority**
- Councillors Jim Evans, Kenneth Hughes, Alun Mummery, Alwyn Rowlands, Ieuan Williams
- Voluntary Sector**
- Eleri Lloyd Jones (Age Cymru)  
Aled Roberts (Taran)  
Dilys Shaw (Chair Medrwn Môn)
- Health Sector**
- Mr 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)  
Ann Holmes (Committee Officer)
- APOLOGIES:** Cadi Roberts (Merched y Wawr)
- ALSO PRESENT:** Ms Lyndsey Williams (Project Manager, Medrwn Môn), Mr Tristan Pritchard, Gwynedd and Anglesey Partnership Unit Manager
- 

The Chair welcomed all those present to Talwrn Community Hall for this meeting of the Voluntary Sector Liaison Committee.

#### 1 DECLARATION OF INTEREST

No declaration of interest as received.

#### 2 MINUTES

The minutes of the previous meeting of the Liaison Committee held on 11 July, 2013 were presented and confirmed as correct.

Arising thereon –

- With reference to the Third Sector's participation in the Authority's Scrutiny process the Head of Service (Policy) confirmed that the Scrutiny Section had been in contact with the Chief Officer of Medrwn Môn to take the matter forward. The Officer explained that the Executive updates its work programme via its monthly meetings which in turn feeds into and informs the priorities of the Scrutiny Work Programme. As has been agreed a work programme jointly with the Third Sector based upon the outputs of the Liaison Committee is in the early stages of development and this will facilitate the Third Sector's involvement in the Council's democratic arrangements, including scrutiny.

The Chief Officer of Medrwn Môn confirmed that he had discussed the matter with the Scrutiny Manager and that he would like to receive assurance that definite progress will be made. However, potential Third sector participants need to be appropriately trained to ensure that

they bring a broad breadth of experience and expertise to scrutiny proceedings and that they are not just present as representatives of their individual organisation. The Third Sector however does have pool of individuals who have an understanding of what it means to act as representatives and to work in partnership. The Chief Officer of Medrwn Môn said that whilst he was conscious that this matter has been on-going for some time, it does involve more than simply selecting individuals to undertake the role and is a matter of making sure that ultimately there is available a group of trained people who are able to act effectively.

The Council Leader concurred with the analysis made and he reminded the Committee that scrutiny committees are a-political and are meant to utilise the experience and expertise of their membership to inform better decision making.

The Chief Officer of Medrwn Môn said that he would co-ordinate the process of selecting suitable scrutiny representatives when it is timely to do.

**Position noted. No further action arising.**

- With reference to the Compact Agreement and Volunteering Policy the Head of Service (Policy) informed the Committee that he had had discussions with the Chief Officer of Medrwn Môn regarding the formal launch of the Compact Agreement which has been set for 7 November. The Chief Officer of Medrwn Môn confirmed that the Leader of the Council had been invited to be part of the launch which will serve to emphasise the partnership character of the Compact as a tripartite agreement. The Director of Community updated Members with regard to putting the Volunteering Policy into effect and she said that the priority remains to raise Service Heads' awareness of the policy and to identify those volunteers who are currently active in the system and to ensure that appropriate arrangements are in place to support that group and thereafter to identify opportunities.
- With reference to the Funding Code, the Chief Officer of Medrwn Môn said that he had met with the Head of Service (Policy) and the Head of Function (Resources) to discuss updating the Funding Code which sets out arrangements for engaging with the Third Sector in terms of funding and financial matters. He said that a review of the Funding Code is timely given that the financial climate has changed with increased emphasis being placed on funding on the basis of Service Level Agreements and through a commissioning process rather than the traditional method of grants allocation and that this change should be reflected in the Funding Code.

The Chair said that it was important that the Third Sector is informed of the level of funding it is likely to receive at the earliest opportunity to assist the sector with its planning process.

The Leader of the Council informed Members that the budget process has commenced much earlier this year with initial dialogue taking place in July. The Welsh Government's Finance Minister has corresponded with the local authorities in Wales at the beginning of September and the early indications are that the financial position will be very challenging in the forthcoming year with projected cuts in the region of 5% or £7.5m.

- With reference to the Commission on Governance and Public Service Delivery in Wales, the Director of Community confirmed that the Commission's work is on-going and that the Authority has submitted a response as part of the consultation. The Leader of the Council referred to a meeting of the WLGA which Sir Paul Williams, the Commission's Chair had addressed and he said that there are indications that in the long term there may be fewer public service establishments in Wales. The Head of Service (Policy) said that the recommendations of the Commission are expected to be published early in the New Year.
- With reference to the Listen Community Voice Project, Ms Lyndsey Williams, Project Manager updated the Committee on activities. She referred to the circulation of questionnaires to obtain baseline information about how much understanding communities have of public services and to the staging of a host of consultation events to gather further supporting information for the baseline. The Officer also mentioned developments with regard to the community visioning process focussed initially on the Seiriol ward and activities in relation to the official launch which will bring members of the different sectors together to get a better understanding of what the project is trying to achieve. An evaluation exercise of the project will be undertaken with invitations to tender for the delivery of the evaluation having been issued and interviews



carried out. With reference to the Authority's Making a Difference Consultation, she said that a number of issues with regard to the method and timescale of the consultation had been identified.

The Leader of the Council said that the Authority's Policy Section is in the process of collating the responses to the Making a Difference questionnaire which totalled 900. The Head of Service (Policy) added that issues in respect of the methods used to carry out the consultation and the time limitations imposed on the process will be reviewed with the objective of making improvements. The Committee discussed the lessons to be taken from the Making a Difference Consultation in terms of reaching a wider audience and utilising social media to obtain the opinions of younger people. It was acknowledged that the Making a Difference Consultation had been successful as regards generating a higher number of responses. The Director of Community referred to ways of co-ordinating engagement with the third sector which matter has been the subject of previous discussions and to the fact that that process is now maturing.

- With reference to the Work Programme and workshop, the Head of Service (Policy) said that the intention is to use the Executive Work Programme to inform the Liaison Committee's work programme and to plan on that basis.

### **3 LOCAL SERVICE BOARD**

The Chair welcomed Tristan Pritchard, Gwynedd and Anglesey Partnership Unit Manager to the meeting and invited him to address Members on the Joint Local Services Board.

The Partnership Unit Manager updated the Committee on the developments to date and the role of the Joint Local Services Board (JLSB) by reference to the following –

- The merger of the key strategies encompassing Children and Young People, Community Safety, and Health and Wellbeing and the Community Strategy to form one Integrated Strategy for Gwynedd and Anglesey. This process has been planned, driven and overseen by the creation of a Joint Local Services Board with the voluntary sector as a full partner.
- Establishment of the Joint Local Services Board as the principal strategic partnership for all the services within its remit i.e. Children and Young People; Health and Wellbeing; and Community Safety.
- Modus Operandi whereby the JLSB sets the priorities within the Integrated Plan supported by a sub-structure focussing on outcomes. The Integrated Plan is the main vehicle for realising the priorities set.
- A focus on improving engagement, joint-ownership and the deletion of establishment boundaries.
- The Integrated Plan as a preventative agenda. The early priorities of the JLSB which include the Language, Poverty, the Economy and strengthening engagement.
- Aims and Objectives of the Joint Partnership Unit including adding value and leading on matters that require joint strategic intervention.
- The governance structure comprising of the Joint Local Service Board setting the strategic direction; a Delivery Board to ensure effective implementation and Delivery/Project Groups achieving results. The governance structure is designed so that the emphasis is more on achieving outputs than on a cycle of meetings with the JLSB commissioning clear objectives in specific areas to be realised by the delivery and project groups.
- Next steps including the formulation of a Single Integrated Plan which process has already been implemented.

Members were given the opportunity to question the Partnership Unit Manager on the information presented. The Leader of the Council said that it would be useful for the Committee in due course to receive a presentation and/or information on the direct activities of the Joint Local Services Board. The Partnership Unit Manager said that he would be happy to do so once the thematic/project groups have gone through the channels for reporting back and that he would also share the draft Single Integrated Plan with the Committee.

The Chief Officer of Medrwn Môn said that before the advent of the Joint Local Services Board there was a local structure of thematic groups with the voluntary sector a part of that structure.

He did have some concerns that with arrangements being spread over the two counties the voluntary sector's role will diminish and he emphasised that it was important to continue to consult with the smaller organisations.

The Partnership Unit Manager said that the aim is to preserve local activity and that work is being done on developing a different model of working e.g. through workshops. Whilst there is a risk that local contacts might be diluted, the Joint Local Services Board can take advantage of the knowledge and intelligence about communities and their needs generated by such projects as the Listen Community Voice Project.

**The information as presented was noted.**

**Action Arising: Head of Service (Policy) to liaise with the Partnership Unit Manager to arrange for the Liaison Committee to be provided in due course with information about the Joint Local Service Board's direct activities as well as a copy of the draft Single Integrated Plan.**

#### **4 FRAMEWORK FOR THE PROVISION OF INTEGRATED HEALTH AND SOCIAL CARE**

A consultation document on the Framework for the Provision of Integrated Health and Social Care along with correspondence and a written Statement by the Welsh Government's Minister for Health and Social Services was presented for the Committee's consideration. The documentation set out the objectives in putting forward the Framework in response to the growing demand for services by an ageing population as well as the benefits of integration in creating greater consistency in health and social care outcomes; a shift in the focus of care from the hospital to the home and the concentration of early intervention, reablement and intermediate care in a single system.

The Director of Community said that the timescale for response with regard to the above document is limited and she informed the Committee that a task group has been already established since March to promote the integration of services with the Health sector. She explained that given the expectation that each Council and partner Local Health Board produce signed agreed statements for the integration of services for older people with complex needs by the end of January, 2014, she proposed that a group of partners comprising of representatives of the voluntary sector; the independent sector, elected members and officers meet to establish an initial baseline for progressing integrated services with health by the end of December, 2013 in terms of obtaining an understanding of what is already in place and what further integration is required and possible. She said that as a professional officer she supported the proposals and was keen to move forward on them and to utilise the arrangements within the Liaison Committee as a marker.

In the ensuing discussion, questions were asked about the resource position; about pooling resources and whether there was sufficient resources available to implement the Framework proposals in full. Mention was made also of how might the outcome of the Commission on the Governance and Delivery of Public Services influence and/or fit with the Framework proposals as regards what the Commission might envisage as the best vehicle for the delivery of social care for older people.

The Director of Community said that the starting point must to conduct a discussion about what requires attention in Anglesey and to relate the Framework proposals to current plans in Anglesey.

**The requirements of the documentation were noted.**

**Action Arising: Director of Community to co-ordinate arrangements for a meeting with partners in response to the Framework proposals with a view to establishing a baseline for integrated services on Anglesey in preparation for the issuing of a Statement of Intent by the end of January, 2014.**

#### **5 THE COUNCIL'S CORPORATE TRANSFORMATION PROGRAMME**

In the absence of the Corporate Transformation Programme Manager, the Head of Service (Policy) provided the Committee with a summary of the aims and objectives of the Authority's Corporate Transformation programme and the structure for their delivery. He referred to the three Programme Boards and their themes around service excellence; enterprise, and business

transformation and to the sub-structure of project boards focussing on specific themes. The Council Leader elaborated on the work streams under each Programme Board.

The Chief Officer of Medrwn Môn questioned whether the Corporate Transformation Programme will have an effect on the Authority's links with the community and with the third sector in terms of introducing new ways of supporting the sector and communities. He said that he would appreciate a discussion regarding this matter.

The Council's Leader said that a work stream has been established that covers customer care and that the third sector would be included in consultations linked to the process of identifying ways of better serving the public as that evolves and progresses.

**Information noted.**

**Action Arising: Head of Service (Policy) to prepare a summary/flow chart of the Corporate Transformation Programme structure to be circulated to the Committee's voluntary sector members for their information.**

## **6 FINANCIAL ISSUES**

The Chief Officer of Medrwn Môn said that as preparations to formulate the 2014/15 budget progress, the Third Sector would wish to be alert to the main themes of the discussions so that organisations are aware of the prospects and are able to plan accordingly. He said that it would be helpful if the aspirations of the Third sector are fed into the process and that the sector is apprised of developments as regards opportunities and the Authority's commissioning intentions.

The Director of Community confirmed that work on reviewing Third Sector contracts is ongoing and has included some remedial work as well as strengthening processes. Due to capacity issues the schedule for completion has been re-set to October/ November. The Officer confirmed that correspondence has been sent to the Third Sector regarding the Council's indicative financial position with cutbacks in the region of 5% expected. She said that the Department is also in the process of reviewing areas wherein Third Sector activity and expenditure coincide with strategic intentions and service priorities. She said that there are a number of potential areas for savings but that none represent easy opportunities – it has already been agreed with the Third Sector that priorities will be shared and efforts are being made to strengthen the natural process of engagement whilst also recognising that there is room to improve on the formal side i.e. on the "hard" processes. It is proving challenging to identify savings within Adults' Services; a meeting of the Older People's Board has examined expenditure and financial plans in detail with a view to finding a way to provide services that are sustainable. The position and process across the whole of Social Services are complex. Some individual voluntary sector organisations have not responded to the request for information but efforts are being made to give stability to those whose activities chime with Social Services' priorities.

The Council's Leader said that savings in the region of 5% will have to be found and it is therefore likely that there will be cuts in the funding allocated.

With reference to consultation and raising awareness about what is happening with the financial situation and otherwise, suggestions were made as to how communities might be reached e.g. by invitation to meetings of the Liaison Committee in whichever community those are staged and through the Medrwn Môn newsletter and on the website.

**Position noted. No further action arising.**

## **7 NEXT MEETING**

It was agreed that the next meeting be held at 2:00 p.m. on Friday, 17<sup>th</sup> January, 2014 in the W.I. Hall, Llanfairpwll.

**Mr Islwyn Humphreys  
Chair**

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>The Executive</b>
<b>Date</b>	<b>2 December 2013</b>
<b>Subject</b>	<b>The Executive's Forward Work Programme</b>
<b>Portfolio Holder(s)</b>	<b>Cllr Ieuan Williams</b>
<b>Lead Officer(s)</b>	<b>Deputy Chief Executive</b>
<b>Contact Officer</b>	<b>Huw Jones Interim Head of Democratic Services (Tel. 01248 752108)</b>
<b>Nature and reason for reporting:</b>	
To seek approval of the Executive's updated Forward Work Programme in accordance with the Council's Constitution.	

<b>A – Introduction / Background / Issues</b>
See CH – Summary

<b>B – Considerations</b>
See CH – Summary

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

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

<b>CH – Summary</b>	
<b>1.0</b>	<b>Background</b>
<b>1.1</b>	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.
<b>1.2</b>	The Executive’s Forward Work Programme for the period <b>16 December 2013 – April 2014</b> is attached.
<b>1.3</b>	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 16 December 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: Interim Head of Democratic Services**  
**Date: 21 November 2013**

### **Appendices:**

Executive Forward Work Programme: 16 December 2013 – April 2014.

### **Background papers**

Previous forward work programmes.

# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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 **16 December 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: 16 December 2013 – April 2014

Updated: 21 November 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	<b>New Discretionary Business Rates Relief</b>  Category: <b>strategic</b>	Approval to award the new discretionary business rates relief in respect of the New Developments Scheme and Open for Business Scheme	Deputy Chief Executive	Clare Williams Head of Function – Resources  Cllr Hywel Eifion Jones		Decision to be delegated to Portfolio Holder	
2	<b>2014/15 Budget</b>  Category: <b>Strategic</b>	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	
3	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		13 January 2014	
4	<b>Local Council Tax Reduction Scheme for 2014/15</b>  Category: <b>Strategic</b>	To make recommendations to Full Council.	Deputy Chief Executive	Clare Williams Head of Function – Resources  Cllr Hywel Eifion Jones		13 January 2014	(To be convened before the end of January 2014)
5	<b>Updates to the Constitution</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		13 January 2014	27 February 2014

\* Key:

*Strategic – key corporate plans or initiatives*

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*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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	<b>Informal Carers – Commissioning Intentions and Priorities</b>  Category: <b>Strategic</b>	Approval.	Community	Anwen Davies Head of Adults' Services  Cllr Kenneth P Hughes	28 October 2013	13 January 2014	
7	<b>HRA Subsidy Reform</b>  Category: <b>Strategic</b>	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  Cllr Kenneth P Hughes		13 January 2014	
8	<b>Môn/Gwynedd Building Control Integration</b>  Category: <b>Operational</b>	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Regulation  Cllr J Arwel Roberts	June 2013	13 January 2014	
9	<b>Aberffraw Conservation Area Character Appraisal</b>  Category: <b>Operational</b>	Approval.	Sustainable Development	Jim Woodcock Head of Regulation  Cllr J Arwel Roberts		13 January 2014	TBC
10	<b>Income - Car Parks</b>  Category: <b>Strategic</b>	Approval to increase parking fees.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew		13 January 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 2013

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11	<b>Joint Working with Horizon</b>  Category: <b>Strategic</b>	Approval to proceed with improvements to the A5025.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew		13 January 2014	
12	<b>The Council's Cycling Strategy</b>  Category: <b>Strategic</b>	Confirmation of the Council's policy.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew	9 December 2103	13 January 2014	
13	<b>Compulsory Purchase of land – Bethel and Valley</b>  Category: <b>Strategic</b>	Approval for compulsory purchase of land at Bethel and Valley.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew		13 January 2014	
14	<b>Consideration of the Lease at Newry Beach, Holyhead</b>  Category: <b>Strategic</b>	To respond to a request from the developer with regard to the proposed Waterfront development.	Sustainable Development	Mike Barton Head of Property  Cllr Richard Dew		13 January 2014	
15	<b>Community Benefit Contributions</b>  Category: <b>Strategic</b>	Secure formal endorsement for the Council's policy and strategy.	Sustainable Development	Dylan Williams Head of Economic and Community Regeneration  Cllr Aled Morris Jones		13 January 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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
16	<b>Corporate Scorecard – Qtr 3, 2013/14</b>  Category: <b>Strategic</b>	Quarterly performance monitoring report.	Deputy Chief Executive	Huw Jones Head of Policy  Cllr Alwyn Rowlands	3 February 2014	10 February 2014	
17	<b>2013/14 Revenue and Capital Budget Monitoring Report – Qtr 3</b>  Category: <b>Strategic</b>	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources  Cllr Hywel Eifion Jones		10 February 2014	
18	<b>2014/15 Budget</b>  Category: <b>Strategic</b>	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
19	<b>Housing Revenue Account (HRA) Business Plan and HRA Shadow Business Plan</b>  Category: <b>Strategic</b>	Approval.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		10 February 2014	
20	<b>Standard Charge 2014/15 – Council Care Homes</b>  Category: <b>Strategic</b>	Approval.	Community	Clare Williams Head of Function – Resources / Anwen Davies Head of Adults' Services  Cllr Kenneth P Hughes		10 February 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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	<b>Independent Sector Residential and Nursing Home Fees 2014/15</b>  Category: <b>Strategic</b>	Approval.	Community	Anwen Davies Head of Adults' Services  Cllr Kenneth P Hughes		10 February 2014	
22	<b>Charges for community care services 2014/15</b>  Category: <b>Strategic</b>	Approval.	Community	Anwen Davies Head of Adults' Services  Cllr Kenneth P Hughes		10 February 2014	
23	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		17 February 2014	
24	<b>Changes to the Constitution – Presiding Member</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		17 February 2014	27 February 2014
25	<b>Housing Rents 2014/15</b>  Category: <b>Operational</b>	Approval of proposed rent increase for 2014/15 for Council house tenants.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		17 February 2014	

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*Strategic – key corporate plans or initiatives*

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*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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
26	<b>Service Charges for Council Tenants and Leaseholders</b>  Category: <b>Strategic</b>	Adoption of policy to introduce service charges to tenants.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		17 February 2014	
27	<b>Lein Amlwch</b>  Category: <b>Strategic</b>	Decision required on the future of the Line.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew	3 February 2104	17 February 2014	
28	<b>North Wales Residual Waste Treatment Project</b>  Category: <b>Strategic</b>	Approval to continue the project.	Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew	3 February 2014	17 February 2014	27 February 2014
29	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		17 March 2014	
30	<b>Annual Equality Report</b>  Category: <b>Strategic</b>	To approve the annual report for publication	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Kenneth P Hughes		17 March 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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
31	<b>Discretionary Rate Relief Policy for Charities and Non Profit-Making Organisations</b>  Category: <b>Strategic</b>	Approval to extend the Policy.	Deputy Chief Executive	Clare Williams Head of Function - Resources  Cllr Hywel Eifion Jones		17 March 2014	
32	<b>Discretionary Housing Payments for 2013/14</b>  Category: <b>Strategic</b>	Report on the administration of the scheme and adopt any changes to the policy in future.	Deputy Chief Executive	Clare Williams Head of Function - Resources  Cllr Hywel Eifion Jones		17 March 2014	
33	<b>Public Sector Housing Capital Programme 2014/15</b>  Category: <b>Strategic</b>	To approve the capital programme and allocated budget.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		17 March 2014	
34	<b>Common Allocations Policy</b>  Category: <b>Strategic</b>	Adoption of new Common Allocations Policy.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		17 March 2014	
35	<b>Deposit Local Development Plan</b>  Category: <b>Strategic</b>	For comment / support before submission to the Joint Planning Policy Committee.	Sustainable Development	Jim Woodcock Head of Regulation  Cllr J Arwel Roberts		17 March 2014	
36	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		22 April 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: 16 December 2013 – April 2014

Updated: 21 November 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
37	<b>Local Housing Strategy 2014-2019 – draft</b>  Category: <b>Strategic</b>	To approve the strategic direction prior to consultation.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		22 April 2014	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*



# ISLE OF ANGLESEY COUNTY COUNCIL

<b>REPORT TO</b>	<b>THE EXECUTIVE COMMITTEE</b>
<b>DATE</b>	<b>2 DECEMBER 2013</b>
<b>SUBJECT</b>	<b>REVENUE BUDGET MONITORING, QUARTER 2 2013-14</b>
<b>PORTFOLIO HOLDER(S)</b>	<b>COUNCILLOR HYWEL EIFION JONES</b>
<b>LEAD OFFICER(S)</b>	<b>CLARE WILLIAMS</b>
<b>CONTACT OFFICER</b>	<b>BARRY WILLIAMS</b>
<b>Nature and reason for reporting:</b>	
<p>This report outlines the position on the Council's revenue spending for the second 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 six 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 small overspend of £265k, 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. Taken together these changes will affect the overall position of the Council Fund for the year.

## **B – Considerations**

### **General Balance – Opening Position And Planned Contribution In 2013-14**

1. It was reported to the Executive at its meeting on 9 June 2013, that the final outturn position for 2012-13 was significantly better than expected and that the general Council Fund balance at the start of the current financial year stood at just over £6m. Following completion of the audit of the accounts, the Council Fund balance at 1 April 2013 has been reduced slightly and now stands at £5.9m

### **Quarter 2 – Financial Performance By Service**

2. Details of the financial performance by service for the first six months of the year, and their respective projected out-turn positions is set out in Appendix A. The overall forecast is for a net underspend on services of £235k. A summary identifying the main variances is shown below.

<b>Summary projected Variance at 31.3.14 based on Quarter 2 Financial Information</b>	
	<b>Under/ (Over) Spend £'000</b>
Central Education	129
Social Care	634
Leisure and Culture	(26)
Highways	(183)
Planning	(180)
Public Protection	(108)
Property	(272)
Benefits Granted	(310)
Other	51
	<b>(265)</b>

### 3. Explanation of significant variances

#### **Central Education £129k projected underspend (Q1 £593k underspend)**

The underspend is due to additional grant income expected for post-16 education. This income was not expected at the setting of the budget and is due to a review of the grant formula. The forecast underspend has fallen due to an adjustment to the grant received for Special Educational Needs, which was overstated in the quarter 1 report.

#### **Social Care £634k underspend (Q1 - £1.295m overspend)**

This service is now forecasting an underspend of £634k, a turnaround of £1.929m from the position reported at quarter 1. The improved position has arisen due to a more detailed review of spending forecasts in the second quarter.

The projected underspend is summarised in the following table

	<b>Q2 £'000</b>	<b>Q1 £'000</b>	<b>Movement £'000</b>
Management & Support Services	42	0	42
Children & Families	530	0	530
Services For The Elderly	62	(1,295)	1,357
<b>Total</b>	<b>634</b>	<b>(1,295)</b>	<b>1,929</b>

The main reasons for the significant turnaround in the forecasted budget position can be attributed to:

#### **Children and Families**

Reductions in spending on Children being Looked After (£267k), Children's and Families Services (£237k), Family Support (£38k), Children with Disabilities (£37k) and in the Youth Justice Service (£25k). There have been offsetting overspends in Commissioning and Social Work (£17k) and in the Potensial Project (£52k), although this latter overspend will be neutralised by the year-end by funding through the European Social Fund.

#### **Adult Social Care**

Reductions in forecast spending on Services for the Elderly (£1.007m), Adults with Physical Disabilities (£69k) and a reduction in the costs of Môn Care , the Council's provider unit (£402k) due to staff vacancies and sickness. There have been offsetting overspends in Adults with Learning Disabilities (£66k) and Adults with Mental Health Needs (£55k) due to an increase in the number of clients and their care needs.

The projected underspend assumes that:

- All efficiency savings will deliver to target and to timescale;
- Underlying budget pressures in mental health, nursing care and learning disability services can be met;
- Seasonal pressures that can arise in the winter months and be as a result of pressures affecting the local Health Board will not have a serious impact on demand for services

Social Care budgets are by their very nature quite volatile and this much improved position may not be sustained for the remainder of the year. These budgets will be therefore closely monitored by Finance staff and service staff on a monthly basis. Work is also ongoing to monitor the service's savings plan against actual spending to ensure delivery by the end of the financial year.

**Leisure and Culture overspend £27k (Q1 £184k overspend)**

The Leisure centres are now forecasting an underspend of £50k, an improvement of £91k from quarter 1 assuming income levels remain at current levels, parks and outdoor facilities a £62k overspend, down £14k from the forecast at quarter 1, Libraries an underspend of £30k and Leisure Services Admin an underspend of £30k, due mainly to staff vacancies. Quarter 1 forecasts at the Golf Course £55k overspend and Archives £32k overspend remain unaltered. The full review of Leisure and Culture activities referred to in the quarter 1 report continues but, as can be seen, the review has currently resulted in a much improved forecast of the likely position at the year-end.

**Highways overspend £183k (Q1 £112k overspend)**

The overspend is due to the budgeted income not being achieved. Based on quarter 2 figures, the reduction in income contributing to the overspend will occur in Development Control (£75k), Management and Design Fees for highways maintenance (£28k) and Street Works (£50k). A reduction in budgeted income from Road Safety grants (£30k) has also been identified in quarter 2.

**Planning and Public Protection overspend £288k (Q1 £98k overspend)**

The overspend has arisen across a number of areas:

**Planning**

Forecast shortfall in Building Control Fee Income £60k;

Reduction in grant from Planning Delivery Wales £34k which has been used to fund 2 posts;

Forecast overspend on staffing costs in Building Control, Implementation and Conservation and Biodiversity £32k;

Forecast shortfall in car parking income at Breakwater Park within the Countryside and Coast budget.

**Public Protection**

Forecast shortfall in income from Environmental health £32k, Pest Control £10k and Licences £32k.

A further overspend of £34k is forecast against the Llangefni Market budget following transfer of responsibility to the Llangefni Social Enterprise Company. The budget for this activity will need to be adjusted to reflect this change in 2013-14 and later years.

It is, however, anticipated that the budget in this service area will balance by the end of the financial year.

**Property overspend £272k (Q1 overspend £159k)**

In addition to the income shortfall reported at quarter 1, further overspends relating to the non-delivery of savings within Property Administration £45k and increased costs of Admin. Buildings £66k have been identified.

### **Benefits Granted overspend £310k (£230k 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.

The Welsh Government grant is insufficient to cover the increase in case load and associated Council Tax support liability for the year. The shortfall is projected to be £230k, a £20k reduction from the forecast in Quarter 1.

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.

### **Corporate Finance**

The Corporate Finance budget has reduced by £343k following the virement, or transfer of budget, from the corporate contingency to service budgets to provide resources for:

- Adult Social Care - Inflation provision for residential care homes - £158k;
- Housing - Welfare Reform - £45k;
- Education – Recovery Board - £140k.

### **Other net underspends £51k (Q1 £346k underspend)**

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:

- Waste £84k underspend. This underspend has reduced from the reported £150k saving in quarter 1 and is due mainly to savings in landfill costs and income from gas management at the Penhesgyn site £116k, offset by rent of £34k for a storage facility at Bryn Sunsur for bins which is unbudgeted.
- ICT £130k underspend. This relates to staffing savings.
- Legal and Committee Services £105k underspend relating to staff vacancies within Legal Services, a staff secondment within Scrutiny and savings in costs for elections and committee services. This underspend reflects the mid-year position of the service. The underspend in Legal Services will, however, be used to buy in Corporate Information Support to help with the Information Governance Project and to buy in support to attend to title deeds admin. work highlighted by audit. The current underspend in the Elections budget is expected to be used by the year-end.
- Finance £123k overspend due mainly to increased staffing and consultancy costs.
- Corporate Management £50k overspend arising from a potential shortfall in delivery of corporate savings.
- Human Resources £23k overspend due to under-funding for the post of Head of Profession following the Senior Management Review.
- Policy £71k overspend due to increased salary costs £18k, consultancy/legal fees £21k and other increases in running costs £32k.

4. In the 'Funded By' section of Appendix A, Council Tax Income 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	<b>Finance / Section 151</b>	
2	<b>Legal / Monitoring Officer</b>	
3	<b>Human Resources</b>	
4	<b>Property Services</b> (see notes – separate document)	
5	<b>Information and Communications Technology (ICT)</b>	
6	<b>Equality</b> (see notes – separate document)	
7	<b>Anti-poverty and Social</b> (see notes – separate document)	
8	<b>Communication</b> (see notes – separate document)	
9	<b>Consultation</b> (see notes – separate document)	
10	<b>Economic</b>	
11	<b>Environmental</b> (see notes – separate document)	
12	<b>Crime and Disorder</b> (see notes – separate document)	
13	<b>Outcome Agreements</b>	

### CH – Summary

The report sets out the financial performance of the Council's services in the second quarter of 2013-14 and, based on this, sets out a projected year-end position of an overspend of £265k.

An analysis of the main areas where significant budget variances have occurred is shown in paragraph B2 and the reasons for the variances are outlined in paragraph B3.

### D – Recommendation

It is recommended that:

- The position set out in respect of financial performance to date, the projected year-end deficit and actions being taken to address this, be noted and monitored.

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

### Appendices:

Appendix A – Financial Performance and Projected Out-turn by Service 2013/14

### Background papers

2013/14 Budget  
2013/14 Budget Monitoring Report Quarter 1

FINANCIAL PERFORMANCE APRIL TO SEPTEMBER 2013 AND PROJECTED OUTTURN 2013-14						
Directorate	Actual + Commitments Q2	Profiled Q2	Variance Q2	Projected Outturn	Budget For Year	Projected Variance For Year
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Lifelong Learning</b>						
Delegated Schools Budget	20,141	21,122	981	43,354	43,354	0
Central Education	417	2,921	2,504	7,975	8,104	129
	<b>20,558</b>	<b>24,043</b>	<b>3,485</b>	<b>51,329</b>	<b>51,458</b>	<b>129</b>
<b>Communities</b>						
Social Care	13,330	13,509	179	29,597	30,231	634
Leisure and Culture	1,210	1,717	507	4,740	4,713	-27
Housing	577	771	194	1,290	1,291	1
	<b>15,117</b>	<b>15,997</b>	<b>880</b>	<b>35,627</b>	<b>36,235</b>	<b>608</b>
<b>Sustainable Development</b>						
Economic Development	1,095	671	-424	1,602	1,602	0
Fleet	0	0	0	0	0	0
Highways	6,108	5,481	-627	10,811	10,628	-183
Planning	539	540	1	1,792	1,612	-180
Public Protection	732	690	-42	1,584	1,476	-108
Property	796	482	-314	1,092	820	-272
Rechargeable Works	101	129	28	0	0	0
Directorate Management	29	28	-1	57	57	0
Waste	3,864	4,048	184	8,503	8,587	84
	<b>13,264</b>	<b>12,069</b>	<b>-1,195</b>	<b>25,441</b>	<b>24,782</b>	<b>-659</b>
<b>Deputy Chief Executive</b>						
Corporate- Other Services	668	686	18	2,016	2,016	0
Corporate And Democratic Costs	415	453	38	2,154	2,154	0
Corporate Management	545	523	-22	1,035	985	-50
Audit	128	113	-15	0	0	0
Finance - Excl Benefits Granted	1,400	1,392	-8	1,089	966	-123
Finance - Benefits Granted	4,948	3,769	-1,179	5,623	5,313	-310
Human Resources	358	322	-36	24	0	-24
ICT	876	885	9	-130	0	130
Legal and Administration	744	784	40	332	437	105
Policy	384	301	-83	71	0	-71
Corporate Finance	2,985	2,985	0	4,907	4,907	0
	<b>13,451</b>	<b>12,213</b>	<b>-1,238</b>	<b>17,121</b>	<b>16,778</b>	<b>-343</b>
<b>TOTAL</b>	<b>62,390</b>	<b>64,322</b>	<b>1,932</b>	<b>129,518</b>	<b>129,253</b>	<b>-265</b>

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
				<b>129,253</b>	<b>129,253</b>	<b>0</b>

**RECONCILE TO COUNCIL 05-03-13, ENCLOSURE F, TABLE B**

			Original		Additional Council Tax Income	Move Outcome Agreement Grant to TNSGI	Revised
			£'000		£'000	£'000	£'000
Budget Requirement			128,492		166	545	129,203
Discretionary Rate Relief			50				50
<b>Total Budget Requirement</b>			<b>128,542</b>		<b>166</b>	<b>545</b>	<b>129,253</b>
<b>Funding:</b>							
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
<b>Total Funding</b>			<b>128,542</b>		<b>166</b>	<b>545</b>	<b>129,253</b>

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**ISLE OF ANGLESEY COUNTY COUNCIL**

<b>REPORT TO:</b>	<b>THE EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>2 DECEMBER 2013</b>
<b>SUBJECT:</b>	<b>BUDGET MONITORING REPORT SECOND QUARTER 2013/14 - CAPITAL</b>
<b>PORTFOLIO HOLDER:</b>	<b>COUNCILLOR H E JONES</b>
<b>LEAD OFFICER:</b>	<b>CLARE J WILLIAMS</b>
<b>CONTACT OFFICER:</b>	<b>CLARE J WILLIAMS</b> <span style="float: right;">(EXT: 2601)</span>

**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 second quarter of the financial year. Appendix A is a summary of expenditure against the budget up to the end of September.

**2. PROGRESS**

2.1 Expenditure to the end of September is £6.1m on general schemes, which equates to 36% of the total budget. This is ahead of the same time last year (£4.5m, 27%). Some large schemes were ongoing in the second 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 schemes 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. There has, on some ongoing works, been increased expenditure compared to the same period last year, most notably the relocation of Ysgol y Bont (expenditure is up by £2.4m on the same period last year). There have also been some new grant funded schemes commence this year, including the Learning in Digital Wales (LiDW) grant and the Flying Start capital grants. The overall effect has been an increased level of activity and progress on programme compared with the same period last year.

2.2 Expenditure to the end of September on housing schemes is £1.3m, which is 18% of the total housing budget. This is at a far lower level than last year (£4.7m, 39%) due to the WHQS programme of works (which accounted for £3.5m of the expenditure in quarter 2 of 2012/13), which was completed in the third quarter of 2012/13.

2.3 Total expenditure to the end of September is 31% of the budget. This is due to a number of large schemes, including the Local Government Borrowing Initiative highways works, Flying Start capital grant, Llangefni and Mona Sites and Premises and the Three Towns (Physical Regeneration) convergence scheme, 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 Llangeferni and Mona Sites and Premises project). There are also currently eight (two continued from 2012/13) 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:-

**2.4.1.1** Relocation of Ysgol y Bont - as previously reported, the project was several weeks behind schedule at the end of 2012/13, mainly due to inclement weather and the building works are now programmed for completion in late December 2013 and the project fully complete by late January 2014. The later completion date is not expected to affect the grant eligibility. 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.

**2.4.1.2** 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.

**2.4.1.3** 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 ongoing 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. Currently, the rectification works have not been performed and are expected to be deferred until the weather improves next year; consequently, the retention has not been paid and the final account has not been issued. Resolution is not, therefore, expected until next year.

## B - Considerations

### 3. RESOURCES

#### 3.1 Capital Grants

**3.1.1** The Council's bids have already been approved for the current Convergence programme and the match funding has already been earmarked for these schemes. During the quarter the opportunity has arisen to bid for additional funding to extend the Anglesey Coastal Environment Project, which could result in additional funding of up to £0.9m becoming available. In order to obtain this additional funding this Authority is required to provide matchfunding of £70,000. Further details are available at Appendix B and a recommendation is included in Section D.

**3.1.2** As previously reported, in response to a Welsh Government announcement on its future urban regeneration funding, the County Council submitted an outline proposal in July 2013 for a circa £9.5m allocation for a wide regeneration and homes investment programme for Holyhead in the period 2014 to 2017. In September it was announced that the Council was one of 11 authorities who were being invited to submit a more detailed proposal by the end of this November with perhaps 7 likely to be successful. The second stage proposal reflects Welsh Government feedback and guidance, and will be requesting a reduced sum of circa £7.5m in WG capital funds. Identified priorities include support for enabling new homes, improvement of existing buildings as homes, support for school modernisation, new business premises, town centre improvements, modernising tourism and leisure facilities, sustainable community development and the transformation of public facilities. Should the proposal to allocate funding to Holyhead be supported by the Welsh Government in January 2014, a suitable governance structure will need to be established and individual project mandates / business cases will be prepared and considered in accordance with Council procedures and WG grant conditions. If the proposal is not successful at this round, the Welsh Government may make a limited award for some development activity to take place. Progress will be updated as appropriate.

#### 3.2 Capital Receipts

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

	Budget £'000	Received to 30 September 2013 £'000
Housing HRA		
Right to Buy Sales	75	Nil
Land Sales	500	34
Private Sector Housing		
Sales of plots	}150	5
Repaid charges		
Repaid grants		
Council Fund:		
Smallholdings	[250]	65
General		
Industrial	} 600	416

\* 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 right to buy sales made in the first half of the year. 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 £0.2m 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 referred to within Section 2.4.1.2.

#### **4. CHANGES AND POTENTIAL CHANGES THIS YEAR**

**4.1** Unallocated contingencies are as follows:-

	<b>B/fwd 2012-13 £'000</b>	<b>Budget 2013-14 £'000</b>	<b>Allocated 2013-14 £'000</b>	<b>Adjustments 2013-14</b>	<b>Total Available 2013-14 £'000</b>
Matchfunding / Regeneration	784	Nil	(295)	Nil	489
Leisure Improvements Reserve	197	Nil	Nil	Nil	197
Asset Rationalisation	1,272	850	Nil	Nil	2,122
Unallocated	460	Nil	(120)	Nil	340
Feasibility Studies	460	Nil	Nil	Nil	460
Unsupported Borrowing*	Nil	1,000	Nil	Nil	1,000

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

**4.1.1** Since the last report the £225k has been allocated from the matchfunding/regeneration contingency in order to offer matchfunding towards the Beaumaris flood alleviation scheme, which could attract funding from WG at a rate of 85%. Further information and updates on this scheme, including the bids, will be contained within future reports.

**4.1.2** During the quarter this Committee approved the allocation of £120k for the refurbishment of bedrooms within Brwynog Residential Home. Approval is sought from this Committee for this funding to be allocated from the 'unallocated contingency'.

**4.1.3** As detailed in Section 3.1.1 the potential to receive additional funding and to extend the Anglesey Coastal Environment Project has arisen. It is proposed that, if this Committee wanted to support this project extension, the £70k funding be allocated from the 'matchfunding/regeneration' heading above. The effect of this has been accounted for in the table above.

**4.1.4** If it becomes apparent that the budgeted capital receipts are not going to be achieved or if other budget pressures arise, it may be necessary to further scale back the potential use of the unallocated contingencies. This review will need to be performed when considering any future commitments to be made from these contingencies. An example of note is the relocation of Ysgol y Bont which may require additional resources and which would, therefore, be taken into account when considering the further allocations from these contingencies.

#### **5. LOOKING AHEAD**

**5.1** There are currently two significant items worthy of note at this point: the Welsh Government backed 21<sup>st</sup> Century Schools programme and the asset rationalisation programme.

**5.2** There are two elements to 21<sup>st</sup> Century Schools programme to note. These are the Strategic Outline Case (SOC) for the schemes within Bands A – D and the Strategic Outline Programme (SOP) for the programme as a whole.

**5.2.1** The original, and currently approved, Band A 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 SOC for this scheme will be submitted to WG in 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 to circumstances, including negotiations with WG regarding the funding package that will be made available, the revised SOP has not as yet been finalised. It is anticipated that the revised SOP will be submitted to WG this December.

**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 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**

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

#### **CH - Summary**

The expenditure on general schemes to the end of September was £6.1m (36% of total budget). Housing schemes incurred expenditure of £1.3m (18% of the total housing budget) to September. The overall expenditure was 31% 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.

As reported last quarter, the Authority submitted as bid for the replacement for the current WG regeneration area programme, entitled 'Vibrant and Viable Places'. The Authority was 1 of 11 authorities who were invited to enter the next round of bidding and this is due to be submitted imminently and a decision expected in January 2014.

During the quarter, the opportunity to bid for additional Coastal Environment (Convergence) Scheme funds arose. The proposals have been developed and could result in additional funding for new schemes of up to £0.9m being made available to the Authority.

Total capital receipts to the end of September were £0.5m (excluding ring fenced small holdings receipts), £0.4m 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 £1.9m behind the expenditure incurred to 30 September. The smallholdings programme is expected to move to a balanced/surplus position by the year end and measures have been adopted to minimise the risk of falling further behind.

Looking ahead, there are currently two significant schemes to note: these are the 21<sup>st</sup> Century Schools programme and the asset rationalisation programme. A revised SOP for the 21<sup>st</sup> Century Schools programme is due to be submitted in December. The Band A SOC for the new primary school in Holyhead is then expected to be submitted in 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 - Recommendations**

- (a) To note progress of expenditure and receipts against the capital budget;
- (b) To note the allocation of £225,000 towards the Beaumaris flood alleviation scheme from the Matchfunding/Regeneration contingency (see section 4.1.1);
- (c) To approve the allocation of £120,000 from the 'unallocated' unallocated contingency to fund the renovation works at Brwynog Residential Home (see section 4.1.2);
- (ch) To approve the allocation of £70,000 from the 'matchfunding/regeneration' unallocated contingency to matchfund the extension to the Anglesey Coastal Environment Project (see section 4.1.3).

**Name of author of report:** Clare J Williams

**Job Title:** Head of Function (Resources)

**Date:** 15 November 2013

#### **Appendices:**

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

Appendix B : Anglesey Coastal Environment Project – Phase 2 Funding Proposal.

#### **Background papers**

None

**CLARE J WILLIAMS**  
**HEAD OF FUNCTION (RESOURCES)**

**15 NOVEMBER 2013**

## Capital Budget 2013-14 : September 2013

Projects	Budget 2013-14 £'000	Slippage 2012-13 £'000	Total £'000	Expenditure		Comments
				£'000	%	
<b>Housing</b>	<b>5,848</b>	<b>1,227</b>	<b>7,075</b>	<b>1,298</b>	<b>18</b>	
Housing Revenue Account (HRA)	4,948	0	4,948	1,031	21	The works are progressing and all the significant contracts have been entered into. It is expected that the majority of the works will have been completed by the year end, with some slippage into next year.
Private : Grants	900	774	1,674	267	16	The grants and loans schemes are expected to gain increased momentum during the second half of the year and the significant part of the budget is expected to have been spent by the year end.
Affordable Housing	0	453	453	0	0	As previously reported, other expenditure priorities are being considered jointly with the funding required for the mortgage rescue/home buy scheme, which will benefit from a contribution from Cymdeithas Tai Eryri. The financial needs of the relative priorities will be determined in Q3.
<b>Education</b>	<b>6,923</b>	<b>2,012</b>	<b>8,935</b>	<b>3,880</b>	<b>43</b>	
Ysgol y Bont – Relocation	4,500	1,868	6,368	3,072	48	As previously reported, the project was several weeks behind schedule at the end of 2012/13, mainly due to inclement weather and the building works are now programmed for completion in late December 2013 and the project fully complete by late January 2014. The later completion date is not expected to affect the grant eligibility. 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 2014.
Flying Start Capital Grant 2013/14	505	0	505	85	17	It has previously been reported that approval had 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 approval has now been received and the budget amended accordingly. It is expected that the projects will be completed by the year end and the grant claimed in full.
Learning in Digital Wales (LiDW) Grant 2013/14	590	0	590	235	40	The works are now underway and are expected to be completed before the year end and the grant claimed in full.
Education : Other	783	102	885	485	55	This relates to minor works schemes in the various schools. The budgets are fully committed and progress is as expected. In addition to these budgets there is also a contingency set aside by Education for 21 <sup>st</sup> Century Schools, which stands at £850k.
<b>Regeneration</b>	<b>5,475</b>	<b>-639</b>	<b>4,836</b>	<b>1,756</b>	<b>36</b>	
Econ Dev: Strategic Infrastructure - Sites and Premises	200	150	350	100	29	The masterplan has now been developed, the planning application for the units has been approved and procurement is currently underway, with construction expected to commence in January 2014. The scheme is expected to be completed in 2014/15.
Econ Dev : Other	140	795	935	55	6	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	386	-29	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	355	5,917	As previously reported, 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 overspent on the £1m budget by circa £0.35m. Part of the overspend is attributable to the initial designs/plans and the service are investigating options to minimise the final cost to the Authority, whilst additional work was commission namely, constructing an additional slab for storage of green waste and further concreting works for access roads and car parking. The significant part of the additional costs were covered by the IVC partnership with Gwynedd and Conwy.
Physical Regeneration (3 Towns)	2,000	0	2,000	214	11	The significant portion of the budget relates to Holyhead Townscape Heritage Initiative projects. Grants of £2.1m have been approved so far this year and it is expected that they will be defrayed in full this year. This will not cause any funding issues as the external funding can be brought forward.
Highways: Local Government Borrowing Initiative 2013/14	1,800	0	1,800	637	35	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	7	1	This grant is for road safety and transport schemes. The road safety schemes have a grant allocation of £105k. Officers are currently seeking approval to make an amendment to the programme which will involve the budget being used solely for design work and feasibility studies. Some minor feasibility studies work has been performed to date within the terms of the grant. 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	2	0	The project involves some more complicated aspects such as land purchase, design and consultation. The consultation work and land purchases are complete. Works are ongoing and the scheme is expected to be complete by the end of the year and the grant expected to be utilised in full.
<b>Other</b>	<b>2,020</b>	<b>1,050</b>	<b>3,070</b>	<b>491</b>	<b>16</b>	
Highways : Other	650	188	838	168	20	A third of this budget relates to the budget for vehicles; the options appraisal work is now complete and procurement is underway. The remainder of the budget relates to resurfacing works, structures and street lighting which are progressing as anticipated.
Property: Other	650	321	971	294	30	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	720	541	1,261	29	2	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. In addition to this budget an indicative budget of £500k has been allocated within the Waste Management budget for upgrade works at a second household waste recycling centre. This is subject to the requisite approvals and would be funded from service reserves and grant. Updates on this second scheme will be provided as appropriate. .
<b>Total</b>	<b>20,266</b>	<b>3,650</b>	<b>23,916</b>	<b>7,425</b>	<b>31</b>	



**ANGLESEY COASTAL ENVIRONMENT PROJECT – PHASE 2 FUNDING PROPOSAL****Purpose**

To seek endorsement for additional match funding support to facilitate the delivery of the 'Anglesey Coastal Environment Project's' Phase 2 funding proposal.

**Background**

Anglesey's £5.6m ERDF Coastal Environment Project 2009-2013 (ACEP) has developed on-shore and off-shore facilities to maximise economic benefits and impacts from the spectacular coastline of Anglesey.

The project has delivered 14 capital infrastructure works at coastal sites in locations such as Beaumaris, Amlwch, Porth y Wrach, Porth Dafarch, Trearddur Bay, Moel y Don and Rhoscolyn and included improvements to piers, jetties, slipways, harbours, amenity areas, toilets and car parks facilities. ACEP (Phase 1) achieved:

**17.5** jobs created; **200,000+** Visitors (to date); **0.25km** improved access to the coastline.

**Current Position**

An opportunity has arisen to continue ACEP with further funding from ERDF Convergence 2007-13. Convergence funding will only be a maximum of about 60% funding, and the rest – 'match' will have to be sourced elsewhere. A business case has been produced and a funding application submitted to Welsh Government and European Funding Office.

**Proposal**

The proposed Phase 2 involved extending the project until March 2015 to deliver further coastal improvement schemes around Anglesey. A portfolio of schemes has been developed for Winter 2013 (all consented) and Winter 2014 (further development work required) at Cemaes, Rhosneigr, Trearddur Bay, Menai Straits and Porth Dafarch to the value of **£997k**. Three retrospective schemes at Porth Dafarch and Cemaes already carried out with Taith, Wales Government and IoACC monies costing **£354k** are also being included in the business case in order to minimise the amount of new 'match funding' required. Giving a total scheme value of **£1,351k**.

**Outputs**

The phase 2 would deliver the following outputs:

<b>Outputs</b>	<b>Total</b>
Capital Infrastructure schemes to provide increased opportunities for people (both local and visitors) to participate in recreational activities.	9
Jobs created (Direct and Indirect)	1.5
Increased visitors to the Island	70,000+
Participants in watersports activities	600+
Coastal Events supported	4
Access to the coast	1.6km

Outcomes include:

- Stronger offer for visiting yachts, disabled visitors, water sports, events;
- greater satisfaction and improved facilities for visitors and residents;
- Facilitating/ underpinning economic growth;
- Fostering stronger Maritime culture.

**Funding Proposal**

Retrospective match	£354,000 (confirmed)
Wales Government match	£110,000 (confirmed)
<b>IoACC Capital Match requested</b>	<b>£70, 000 (pending)</b>
ERDF (Intervention rate of 60%)	£817,000 (pending)
<b>Total</b>	<b>£1,351,000</b>

*Report produced by Development Officer – Coastal Environment Project / Economic Development*

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**ISLE OF ANGLESEY COUNTY COUNCIL**

<b>REPORT TO</b>	<b>THE EXECUTIVE</b>
<b>DATE</b>	<b>2 DECEMBER 2013</b>
<b>SUBJECT</b>	<b>THE COUNCIL TAX BASE</b>
<b>PORTFOLIO HOLDER(S)</b>	<b>COUNCILLOR HYWEL EIFION JONES</b>
<b>LEAD OFFICER(S)</b>	<b>CLARE WILLIAMS HEAD OF FUNCTION (RESOURCES)</b>
<b>CONTACT OFFICER</b>	<b>GERAINT JONES (Ext 2651)</b>

**Nature and reason for reporting**

Determination of the Council Tax Base for 2014 – 2015.

**A – Introduction / Background / Issues**

The Local Authorities (Calculation of Tax Base) Regulations 1995 (Wales) (SI 1995/2561) (as amended) require the billing authority to calculate the Council Tax base for its area, and for different parts of its area if required. These amounts must be notified to precepting and levying bodies by 31 December 2013. This year the Welsh Government has requested the information for Revenue Support Grant setting purposes by 8 November 2013.

Until 2004, this calculation was determined by the County Council. This function has now been removed from the list of functions reserved for the full Council. Decisions relating to discounts remain the responsibility of the County Council rather than the Executive.

The calculations have been carried out according to guidelines based on the number of properties in various bands on the valuation list as at 31 October 2013 and applying discounts and exemptions (Appendix A).

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

The calculations in Appendix A are based on discounts of nil being confirmed for Classes A, B and C for 2014-2015.

**B – Considerations**

As a consequence of Welfare Reform, a major change was introduced in 2013-14 in respect of Council Tax support. From 2013-14, the Welsh Government introduced the new Local Council Tax Reduction Scheme which was approved by the Assembly with regard to 2013-14 only. For 2014-15 the Welsh Government has laid new Council Tax Reduction Scheme regulations in the Assembly on 4 November 2013. They will be debated by the Assembly in Plenary Session on 26 November 2013 and, if approved, will come into force on 27 November 2013 and will apply for 2014-15 only.

As for 2013-14, the reduction scheme for 2014-15 will be a local scheme grant funded by the Welsh Government. Members will recall, the scheme for 2013-14 was designed to cost less than the original UK national scheme and an all Wales Scheme initially provided funded support at approximately 83% of the previous UK national scheme. The tax base set by the Executive on 19 November 2012 took into account that approximately 5,000 additional bills would be sent as a consequence, at an average of £180 each and that a proportion of those bills would not be recoverable. In calculating the tax base for 2013-14, the assumption for non-collection was increased from 1.5% to 2.5%.

Members will further recall, the Welsh Government announced (after Councils had set their tax bases) that they would meet the cost of the previous UK national scheme in full\* for 2013-14. 100% reduction could then be awarded removing the need to produce approximately 5,000 additional bills. For 2014-15, the Welsh Government has again decided to meet the cost of the previous UK national scheme in full\* and, consequently, in calculating the tax base for 2014-15 the assumption for non-collection has been decreased from 2.5% to 1.5%. The proposed decrease is consistent with the plans of the North and Mid-Wales Authorities and with likely assumptions across Wales.

\*additional costs due to caseload and Council Tax increases for 2013-14 and 2014-15 will fall on local councils.

**Other options and reason/s for rejection**

Determining the Tax Base has to be in accordance with regulations and guidance.

**C – Implications and Impacts**

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

**CH – Summary**

The Band D equivalent or "relevant amount" has been adjusted by a provision for non-collection of 1.5%. Dwellings owned by the Ministry of Defence are added to give the figures shown below. The total proposed tax base for 2014-2015 is 30,070.64. This compares with 29,662.00 in respect of 2013-14 which is an increase of 1.38%.

There are two reasons for the change:

- the normal, annual increase for expected completion and occupation of new properties, adjusted for exemptions and discounts – an increase of 0.38%.
- the decrease of 1% on the assumption of non-collection.

## D - Recommendation

I recommend that the Executive makes the following decisions:-

1. That the calculation by the Head of Function (Resources) for the calculation of the Council Tax Base for the whole and parts of the area for the year 2014-2015 is approved.
2. That, in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1995 (Wales) (SI 1995/2561) (as amended), the amounts calculated by Isle of Anglesey County Council as its tax base for the year 2014-2015 shall be 30,070.64 and for the parts of the area listed below shall be:-

Amlwch	1,460.08	Llaneilian	542.85
Beaumaris	1,048.24	Llannerchymedd	498.04
Holyhead	3,762.56	Llaneugrad	176.50
Llangefni	1,898.57	Llanfair Mathafarn Eithaf	1,759.28
Menai Bridge	1,398.36	Cylch y Garn	398.93
Llanddanielfab	363.25	Mechell	527.92
Llanddona	361.20	Rhosybol	458.98
Cwm Cadnant	1,124.69	Aberffraw	282.97
Llanfair Pwllgwyngyll	1,284.66	Bodedern	406.47
Llanfihangel Esceifiog	660.48	Bodffordd	411.53
Bodorgan	432.28	Trearddur	1,210.53
Llangoed	617.47	Tref Alaw	249.63
Llangristiolus & Cerrigceinwen	596.62	Llanfachraeth	222.83
Llanidan	411.33	Llanfaelog	1,204.40
Rhosyr	959.24	Llanfaethlu	270.30
Penmynydd	231.78	Llanfair-Yn-neubwll	553.62
Pentraeth	543.73	Valley	966.04
Moelfre	604.42	Bryngwran	346.72
Llanbadrig	646.16	Rhoscolyn	337.94
Llanddyfnan	486.26	Trewalchmai	353.78

**NAME OF AUTHOR OF REPORT: GERAINT JONES**  
**JOB TITLE: REVENUES AND BENEFITS MANAGER**  
**DATE: 6 NOVEMBER 2013**

### Appendices:

Appendix A – Calculation of Local Tax Base 2014-2015

### Background papers

Welsh Government Council Tax Dwellings (CT1) 2014-15 for Guidance

Welsh Government Draft Council Tax Reduction Scheme Regulations 2014-15



<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>Executive Committee</b>
<b>Date</b>	<b>2.12.13</b>
<b>Subject</b>	<b>Local Supporting People Commissioning Plan 2014/16. (Copy of document enclosed as appendix)</b>
<b>Portfolio Holder(s)</b>	<b>Councillor Ken Hughes</b>
<b>Lead Officer(s)</b>	<b>Shan Lloyd Williams, Head of Housing Services.</b>
<b>Contact Officer</b>	<b>Arwel Jones, Principal Development Officer, Housing Services, Communities Directorate.</b>
<b>Nature and reason for reporting</b>	
<p>To approve the contents and commissioning proposals contained in the Local Supporting People Commissioning Plan 2014-16, prior to its submission to the Council Executive and Welsh Government.</p>	

<b>A – Introduction / Background / Issues</b>
<p><b>1.0 Introduction</b></p> <p>1.1 The Supporting People Programme is a policy and funding framework initiative by the Welsh Government that provides housing related support for a range of diverse but equally vulnerable groups of people. The services provided do not include the funding of the accommodation or care provision.</p> <p>1.2 The programme focuses on the planning ,commissioning and monitoring of supported accommodation and floating support services which are delivered by various providers across a range of tenures that include accessible and affordable housing, sheltered accommodation, community warden support services, assisted living and supported tenancies, and extra care housing.</p> <p>1.3 One of the Supporting People funding requirements is the need to prepare a Commissioning Plan to inform Welsh Government and all partners and key stakeholders of our commissioning intentions and priorities. In accordance with Welsh Government Guidance the proposed Plan covers the 2014/16 commissioning Cycle.</p> <p>1.4 A national review of the Supporting People Programme in 2010, led by Professor Sir Mansel Aylward has resulted in the implementation of the most radical changes to the programme since its inception in 2003. In total 25 key recommendations were present and work continues to be ongoing across Wales to ensure that the Programme’s Funding is administered in a more</p>

effective and efficient manner.

1.5 One of the major changes has seen the formation of 6 Regional Collaborative Committees across Wales which have been operational since August 2012. The North Wales Collaborative Committee (for which Anglesey is directly accountable) is responsible for providing advice to Local Authorities and other stakeholders, The Supporting People National Advisory Board and Welsh Government Ministers regarding :

- Local and collaborative delivery of the Supporting People Programme to ensure services are delivered as effectively and efficiently as possible.
- Inform and advise the Welsh Government on the production of proposed Supporting People Commissioning Plans which highlights details of the allocation of grant against agreed priorities.

1.6 Membership of the Regional Collaborative Committees consists of a multi-agency approach and is made up of

- Local Authority Cabinet Members or Senior Local Authority Officials of Head of Service level or higher.
- Health
- Probation
- Providers (1 short and 1 long term ) elected and supported by Cymorth Cymru and Landlord Representatives supported by Community Housing Cymru.
- Service User Representation ( to be formalised).
- Appropriate Local Authority Officers, the Regional Development Co-ordinator and Welsh Government Officials also attend but have no voting rights.

1.7 The Isle of Anglesey' County Council is represented by Head of Housing Services Head and the Elected Member with Portfolio responsibility for Housing. The Supporting People Lead Officer also attends in an advisory capacity but does not hold voting rights.

1.8. The attached Local Supporting People Commissioning Plan provides the strategic overview and commissioning intentions and priorities for the Supporting People Programme for Anglesey during the 2014/16 commissioning cycle.



## **2.0 Background**

- 2.1 The main objective of the Local Operational Plan 2014/16 is to ensure compliance with the All Wales Supporting People guidance for the implementation and administration of the Supporting People Programme Grant. The Commissioning Strategy includes a breakdown of expenditure per client group for which there are currently 52 projects delivered to a diverse range of service users by 20 providers.
- 2.2 The Supporting People Programme has a vital role in ensuring that the strategic aims of a raft of national and local strategies and frameworks are achieved. The local strategic documents include:
- The Isle of Anglesey's Single Integrated Plan – Our Island Our Future
  - The Isle of Anglesey's Local Housing Strategy
- 2.3 In April 2011, the Welsh Government introduced a National Outcomes Framework to monitor the progress of Service Users, who access the Supporting People Programme, with the aim of increasing their levels of independence. It is a mandatory requirement for providers to submit outcomes data at 6 monthly intervals during April and October of each Financial year. There are 4 key themes and eleven 11 domains which are all intrinsically associated in meeting the strategic aims and objectives of the key local strategic documents listed in point 2.2 above. These are:

### **Promoting Personal and Community Safety**

- Feeling Safe
- Contributing to the safety and wellbeing of themselves and others

### **Promoting Independence and Control**

- Managing accommodation
- Managing relationships
- Feeling part of the community

### **Promoting Economic Progress and Financial Control**

- Managing money
- Engaging in education / learning
- Engaging in employment / voluntary work

### **Promoting Health and Wellbeing**

- Physically healthy
- Mentally healthy
- Leading a healthy and active lifestyle.

### **3.0 Financial Implications.**

- 3.1 The implementation of the recommendations of the Aylward Review has resulted in substantial reductions to the Supporting People budget that Anglesey receives annually from the Welsh Government. This has also been the case across all the 6 North Wales Authorities. This has not been the case across all Welsh regions following the introduction of a revised formula which is used to calculate the sums disseminated to all Local Authorities.
- 3.2 The Supporting People Programme Grant received by the Isle of Anglesey County Council during 2012/13 and 2013/14 has seen respective reductions of 4% and 5% respectively.
- 3.3 Correspondence received from Welsh Government in July 2013 indicated that the Supporting People Funding provided to all North Wales Authorities would include a reduction of up to 12.5%
- 3.4 The Welsh Government have since recognized the impact of the Supporting People Programme in Wales and as part of the formulation of its budget for 2014/15 have allocated an additional £5m to the funding across Wales. Subsequent correspondence from Welsh Government received during October 2013 has provided an indicative allocation of £2,899,598.75 from 2014/15. This compared to the current allocation of £3,052,211 represents a reduction of 5.26%. In addition, a further reduction of 4.1% has been proposed for 2015/16, although both proposed reductions are yet to be ratified.
- 3.5 The table below provides an overview of the anticipated reductions to the Isle of Anglesey's annual funding of Supporting People Services. The amounts are based on indicative amounts received from the Welsh Government. The data is based 2012/13 financial year 's budget which saw the first reduction of circa 4%.

2011-12 Budget £3,281,000 (which includes £990k SPRG funding)			
Year	Reduction	Total Funding for Year	Total Reduction
2012/13	4%	£3,179,385	£101,615
2013/14	4%	£3,052,210	£127,175
<b>2014/15*</b>	<b>5.26%</b>	<b>£2,899,598</b>	<b>£152,612</b>
2015/16*	4.3%	£2,786,280	£113,318
<b>Total reduction</b>			<b>£494,720</b>

- 3.6 Over the past 12 months, the Supporting People Team have undertaken a number of complex strategic reviews of services that are commissioned with the funding received from Welsh Government.
- 3.7 All strategic reviews for the provision of housing related services for people with mental health services have been completed and the findings and recommendations of these reviews presented to the Local Supporting People Planning Group.
- 3.8 The Planning Group have agreed that the recommendations made justify the need to remodel current provision within this area and a business case is to be formulated with an alternative model and costs in due course.
- 3.9 A number of reviews have also been undertaken with providers of housing related support for People with Learning Disabilities. Some reviews have been completed, whilst all others are currently being consulted upon between commissioners and providers. Upon completion of each consultation exercise a strategic overview report will be presented to the Local Supporting People Planning Group containing key findings and recommendations. In addition it will necessary to work closely with our social care colleagues to review current funding arrangements. Evidence already gathered during the service reviews highlight that Supporting People funding is being used to provide ineligible and disproportionate levels of support services. Maintaining the current level of provision of services for people with learning disabilities against the reduced indicative budget from 2014/15 would result in nearly 33% of the Programme being spent on this group of 49 people alone. It is therefore inevitable that there will be a reduction in the Supporting People funding for People with

Learning Disabilities.

- 3.10 Supporting People play a key role in the provision of Support Services for Older People. In total Supporting People contributes £536,000 per annum towards the cost of preventative housing related support services to enable older people to remain in their own home. A number of detailed reviews including, the LA's Sheltered Warden Scheme and, Mobile Peripatetic Service, Clwyd Alyn's Sheltered Housing Schemes , and the Penucheldre Extra Care Scheme in Holyhead have been undertaken.
- 3.11 We are currently consulting on the findings of all the above mentioned reviews for Older People Services with providers. We have commenced the process of reviewing the Reablement Service and will as mentioned above, upon completion of all reviews will provide a report of the key findings and recommendations to the Supporting People Planning Group.
- 3.12 The recommendations will need to dovetail with the vision of the Transformation Board which is currently overseeing the reconfiguration of all accommodation and non-accommodation based services for Older People in Anglesey.
- 3.13 Work has already commenced on adopting a co-production approach to reconfigure housing related support services for older people. However developments are at an early stage and costs for reconfiguration have not yet been identified. However, given the annual reductions in Supporting People funding, it is highly unlikely that the current level of investment of £536,000 will be increased.
- 3.14 Further housing related support services across substance misuse, domestic violence, offending issues, young people and generic homelessness needs are scheduled to be undertaken before the end of the 2013 /14 financial year but may roll-over to 2014/15 due to staffing capacity issues.
- 3.15 The Isle of Anglesey's Supporting People Planning Group have historically adopted a prudent approach to the management of Supporting People Funding in the wake of anticipated revised re-distribution formula which has resulted in significant reductions in funding.
- 3.16 The introduction of the Supporting People Programme Grant in August 2012 saw the creation of a new guidance document which outlines the terms and conditions which include a mechanism to clawback unspent funding from August 2012 onwards. This arrangement did not exist under the terms and conditions of the previous grant. As a result, Anglesey have a ring fenced reserve for Supporting People to mitigate against future reductions. This fund also covers the salary costs of the Supporting People

Team.

- 3.17 We have therefore been able to maintain a financial management strategy which has enabled us to mitigate the 5.26 % reduction and, sustain current levels from 2014/15. However, it is inevitable from the evidence gathered from the reviews that efficiency savings will need to be identified during 2014 and providers will be informed of our intentions and in some cases issued with termination notices in order to facilitate remodeling or in some cases possible full decommissioning.
- 3.18 The financial situation is further exacerbated by the Welfare Reform Programme being implemented by the UK Government. This is likely to impact adversely on the Supporting People Programme, with anticipated increases in the number of people presenting as homeless or showing significant risks to their abilities to sustain their tenancies due to substantial reductions to their welfare benefit entitlement. These anticipated increases will need to be addressed at a time when Anglesey's Supporting People funding is also being substantially reduced.

#### **4.0 Supporting People Programme Priorities.**

- 4.1 The following represent the commissioning priorities included in the 2014/16 Supporting People Commissioning Plan.
- 4.2 **Older People – Proposed Spend £536,000** - Reconfigure housing related support services for older people which dovetail with the vision and strategic direction of the IoACC's Transformation Programme for the provision of accommodation and non- accommodation based services. It will also be necessary to ensure that all services for older people are based upon need and not tenure led. This will involve the need to engage in a tender process
- 4.3 **Mental Health – Proposed Spend £205,187**. Reconfigure housing related support services for people presenting with mental health needs to ensure equitable access to services and provide a preventative low level support for individuals who do not require the intervention of the Community Mental Health Team. This will involve engaging in a tender process
- 4.4 **Learning Disabilities - Proposed Spend £ 905,019** -Work closely with colleagues from Social Care to review individual packages of care and support provided to people with learning disabilities, to determine eligible support in accordance with the Supporting People Programme Guidance

produced by Welsh Government.

4.5 Undertake strategic reviews in relation to the following service user groups and in so doing determine eligibility, strategic relevance and value for money. Findings and recommendations may result in further reconfiguration, remodeling of services etc.

- |                                    |                                  |
|------------------------------------|----------------------------------|
| • <b>Domestic Abuse –</b>          | <b>Proposed spend - £179,224</b> |
| • <b>Young People</b>              | <b>Proposed spend - £413,897</b> |
| • <b>Vulnerable Single Parents</b> | <b>Proposed spend - £ 78,752</b> |
| • <b>Substance Misuse</b>          | <b>Proposed spend - £176,974</b> |
| • <b>Offending</b>                 | <b>Proposed spend - £169,835</b> |
| • <b>Homelessness</b>              | <b>Proposed spend - £389,454</b> |

4.6 Undertake a value for money benchmarking exercise across all Supporting People Services and use analysis to inform future commissioning arrangements within the Supporting People Programme.

4.7 Continue to influence the regional and sub-regional agenda and seek opportunities for increased collaboration across front line projects and working practices in North Wales.

### **B - Considerations**

- To consider the identification of commissioning priorities in accordance with identified need as noted above.

### **C – Implications and Impacts**

<b>1</b>	<b>Finance / Section 151</b>	No comments
<b>2</b>	<b>Legal / Monitoring Officer</b>	No comments
<b>3</b>	<b>Human Resources</b>	No comments
<b>4</b>	<b>Property Services</b> (see notes – separate document)	No comments
<b>5</b>	<b>Information and Communications Technology (ICT)</b>	No comments

<b>C – Implications and Impacts</b>		
<b>6</b>	<b>Equality</b> (see notes – separate document)	Equality data contained within the main document
<b>7</b>	<b>Anti-poverty and Social</b> (see notes – separate document)	The implementation of the Welfare Reform Programme and in particular the Bedroom Tax and shared room rate for people under 35 years of age may result in an increase of people at risk of or actually registered as homeless, which would increase the number of people presenting with Housing or Housing Related Support Needs.
<b>8</b>	<b>Communication</b> (see notes – separate document)	No comments
<b>9</b>	<b>Consultation</b> (see notes – separate document)	Evidence of consultation details contained in main document
<b>10</b>	<b>Economic</b>	No comments
<b>11</b>	<b>Environmental</b> (see notes – separate document)	No comments
<b>12</b>	<b>Crime and Disorder</b> (see notes – separate document)	No comments
<b>13</b>	<b>Outcome Agreements</b>	Outcomes framework implemented within Supporting People Programme from April 2012 and gathered at 6 monthly intervals during April and October of each year.

<b>CH - Summary</b>
Please see above
<b>D - Recommendation</b>
R1. To approve the contents and commissioning priorities of the Local Supporting People Commissioning Plan 2014/16

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**Name of author of report** R.Arwel Jones  
**Job Title –Principal Development Officer, Housing Services,**  
**Communities Directorate**  
**Date** 20.11.13

<b>Appendices:</b>
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None
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<b>Background papers</b>
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Supporting People Local Commissioning Plan 2014-16
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# **Isle of Anglesey County Council Supporting People Commissioning Plan 2014/16**

**Empowering people with support needs to live independently through the provision of appropriate high quality housing related support services  
and  
to achieve this through working in partnership with service users and other stakeholders so that we can enhance quality of life, maximise choice and ensure value for money**

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# 1. Introduction.

- 1.1 This is the second Supporting People Local Commissioning Plan (LCP) following the implementation of the Supporting People Programme Grant in August 2012. The main purpose of this document is to provide a strategic overview of the commissioning intentions and priorities for the Supporting People programme on Anglesey between April 2014 to March 2016.
  - 1.1.1 Supporting People is a policy and funding framework initiative by the Welsh Government that provides housing related support for a range of diverse but equally vulnerable people. However, this does not include the funding of accommodation and care provision. The programme focuses on the planning, commissioning and monitoring of supported accommodation and floating support services, which are delivered by various providers across a range of tenures. These include accessible and affordable housing, sheltered accommodation, extra care housing, community warden support services, assisted living and supported tenancies. In addition, community alarm services and telecare monitoring are also eligible services and are part funded via the Supporting People budget.
  - 1.1.2 The services make an invaluable contribution towards achieving local, and national policy objectives, particularly in relation to health, social care and wellbeing, reducing homelessness and social exclusion and promoting community safety.
  - 1.1.3 The Supporting People Programme has undergone a radical process of change following the publication of the Independent Review carried out by Professor Mansel Aylward in November 2010.
  - 1.1.4 The review recommended that a more robust governance and monitoring system be implemented with one of the key recommendations of the 25 contained in the report being the establishing of Regional Collaborative Committees.
  - 1.1.5 In addition to the implementation of the Review recommendations, the Programme, has witnessed the merging of the previous Supporting People Grant and the Supporting People Revenue Grant Funding Streams and is now known as the Supporting People Programme Grant.
  - 1.1.6 This Local Commissioning Plan will be submitted for analysis and approval by the North Wales Collaborative Committee. The commissioning intentions within this document along with the 5 other North Wales Local Commissioning Plans will inform the direction of the Regional Commissioning Plan, where emphasis will be placed upon increased collaboration and co-production, during a period

of sustained reductions in Supporting People Funding across Wales at a time where demand is likely to increase.

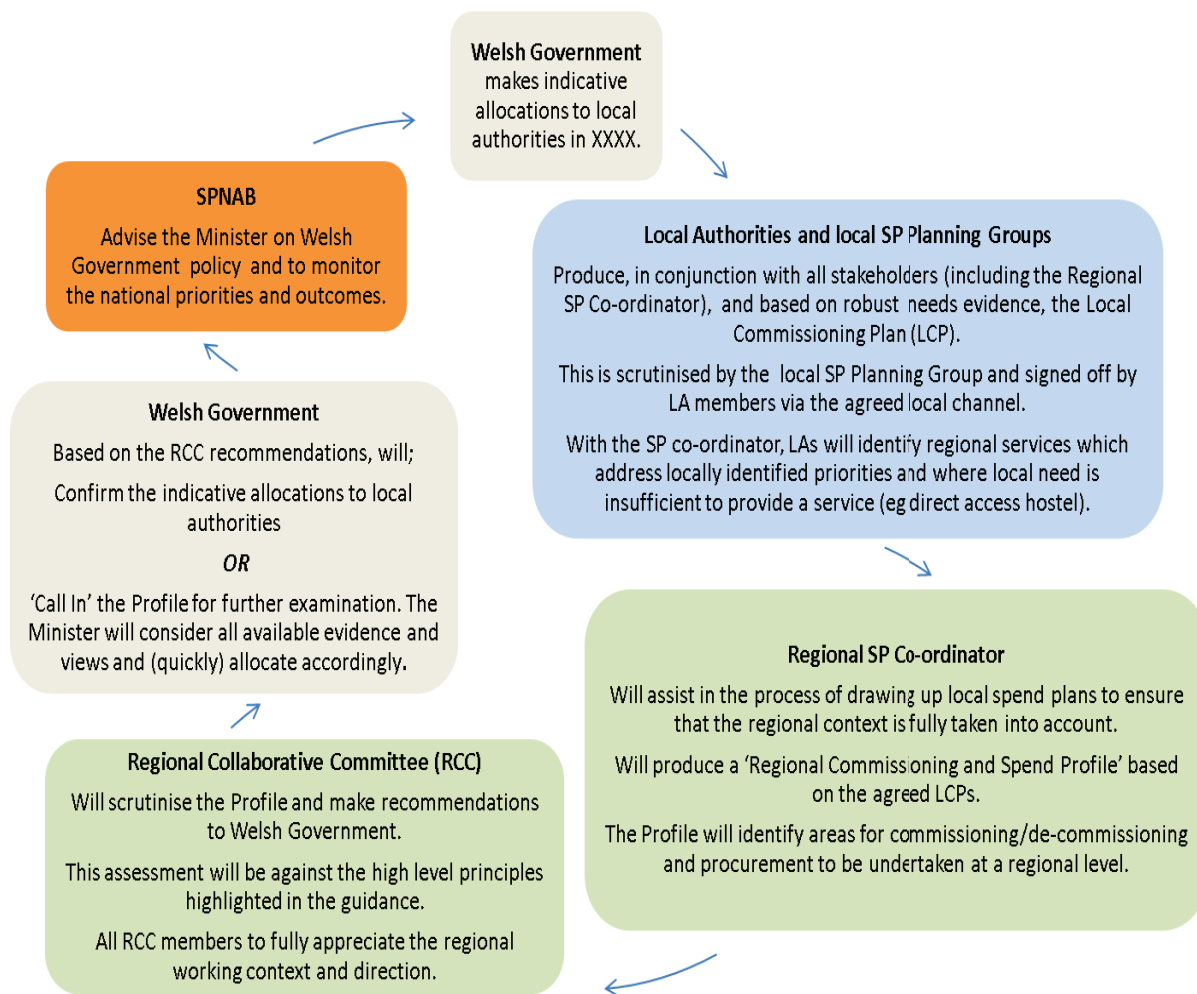
- 1.1.7 At the time of writing the actual reductions to the budget for the forthcoming financial year and subsequent years are unknown. Indicative amounts received from Welsh Government show significant reductions during both 2014/15 and 2015/16. These equate to 5.26% and 4.1% respectively for the two year commissioning cycle covered by this plan.

The Supporting People Team will continue to undertake its programme of strategic reviews across all areas over the forthcoming months, and during 2014/15 will present robust analysis to enable the Local Supporting People Planning Group to make informed commissioning decisions during the financial year. The findings and recommendations presented to the Planning Group will also be pivotal in determine our intentions and strategy for 2015/16.

- 1.1.8 It is therefore our intention as agreed by our Local Supporting People Planning Group to supplement the decrease in funding provided by Welsh Government with additional Local Authority Funding from April 2014 to March 2015. However, it is unavoidable that some of our Service Providers will over the course of this Commissioning Plan's two year cycle receive formal notices of our intention to partially reduce or withdraw funding in full, due to the need to make efficiency savings following the reductions within the Supporting People Programme.

## **1.2 Regional Developments in North Wales.**

- 1.2.1 Changes to the Supporting People Programme in Wales have resulted in a shift towards an increased regional influence and the establishment of 6 Regional Collaborative Committees (RCC) across Wales. This includes a North Wales RCC, where all 6 North Wales Authorities are accountable. Meetings are held by –monthly where commissioning priorities and intentions, expenditure details (including underspend and overspend details) performance issues and other strategic matters are discussed. Membership of the Regional Collaborative Committees includes a designated Local Authority Cabinet Member with portfolio responsibility for the Supporting People Programme, appropriate Senior Officers from Local Authority, Health and Probation. Additionally, there are two elected provider representatives (one of long term and one short term services), Community Housing Cymru and co-opted members at the discretion of the respective Regional Collaborative Committees.
- 1.2.2 The diagram below provides an outline of the Supporting People Governance arrangements across Wales since August 2012.



1.2.3 Following the publication of a draft National Supporting People Strategy published by the Welsh Government, North Wales Supporting People appointed a Regional Development Officer in 2010 to drive forward governance issues relating to regional working, and implement a regional action plan. Regional and sub-regional work undertaken to date include.

- Appointment of a Regional Collaborative Committee Development Co-ordinator in April 2013, who has replaced the original post of Regional Development Officer;
- Publication of a Regional Collaborative Committee Guide and Induction Pack;
- Formulation of a Sub -Group to scope services commissioned for Young People and consider opportunities for sub-regional or regional commissioning;
- Merging of the Gwynedd and Anglesey Provider Forums;
- Establishing and roll-out of a North Wales Needs Mapping Database that can provide local, sub-regional and regional data;

- Commissioning of a North Wales Housing Related Support Service for People with HIV/AIDS needs, initially for a 12 month pilot period which has since been extended for a further 12 months;
- Joint –Commissioning of a review of Move-On Services in Anglesey and Gwynedd.
- Discussions held by Anglesey and Gwynedd Supporting People Teams with Service Providers who work across both counties with a view of potential monetary savings and added value;
- Establishing of a North Wales Monitoring and Review Officer Group to share good practice and create greater consistency;
- Production of a North Wales Information Sharing Protocol (does not include personal service user information);
- Production of a North Wales Domestic Abuse Group;
- Lead Officer Service User Groups;
- Establishment of a Regional Service User Group.

## **2. Strategic Context and Priorities.**

### **2.1 Overview**

2.1.1 The Isle of Anglesey County Council's Supporting People Local Commissioning Plan will be underpinned by a raft of national and local strategies and frameworks. These include:

- **The National Housing Strategy, Improving Lives and Communities – Homes in Wales,**
- **The Ten Year Homelessness Plan for Wales 2009-2019,**
- **The National Supporting People Outcomes Framework**
- **The Isle of Anglesey Single Integrated Plan – Our Island Our Future which now combines the Community Plan, Health, Social Care and Wellbeing Strategy and the Children and Young People Plan, all of which were previously independent strategic documents.**

2.1.2 Below is a synopsis of the main themes and links with the Supporting People Programme.

### **2.2 National**

2.2.1 **The National Housing Strategy, Improving Lives and Communities – Homes in Wales,**

2.2.2 This Welsh Government produced document sets out three key priorities for Wales, these being:

- Increased housing and a greater choice
- Improving homes and communities
- Improving housing related support services and support particularly for vulnerable people and people from minority groups.

2.2.3 The Supporting People Programme is therefore a crucial resource to achieve the aims and outcomes of the National Housing Strategy.

### **2.3 The Ten Year Homelessness Plan for Wales 2009-2019**

2.3.1 The strategic aims underpinning this document are:

- Preventing homelessness where possible
- Working across organisational and policy boundaries
- Placing the service user at the centre of service delivery
- Ensuring social inclusion and equality of access to services
- Making the best use of resources.

Supporting People continues to be at the forefront of homeless prevention and will doubtless continue to play a crucial role in this field following the publication of a Code of Guidance by the Welsh Government in August 2012 which emphasizes the need to utilize and prioritize the Supporting People Programme Grant to reduce and prevent levels of homelessness.

## **2.4 Local**

### **2.4.1 The Isle of Anglesey County Council's corporate aims are to:**

'Promote and protect the interests of the Island local, regionally and nationally. In meeting this aim, the Council will aspire to create an Anglesey:

- **Which has a thriving and prosperous rural economy;**
- **Where people achieve their full potential;**
- **Where people are healthy and safe;**
- **Where people enjoy, protect and enhance their built and natural environment for future generations;**
- **Where people are proud of their council.**
- 

### **2.4.2 Isle of Anglesey Single Integrated Plan – Our Island Our Future 2013-2025**

2.4.3 During February 2012, the Isle of Anglesey County Council, commissioned a Residents Survey. The survey provided valuable intelligence on what the Island's population felt were the main factors in ensuring that Anglesey was a good place to live. These were:

- **Health Services**
- **Low Crime levels**
- **Education facilities**
- **Support for Older People and**
- **Jobs and job prospects**

2.4.4 The Isle of Anglesey's Local Service Board who lead on the development and implementation of this Strategic Document which replaces the Community Plan. The Community Plan was previously the overarching strategic document for the Authority and its key partners.

2.4.5 In developing and ensuring its successful implementation and fulfilling the aims, the Local Service Board have identified the following vision which seeks to ensure that all partners

2.4.6 **'Work together to create jobs, improve health and deliver a safe and sustainable place to live'**

2.4.7 Realising the vision will focus on 3 key themes:

- **People**



- **Place**
- **Jobs**

The Supporting People Programme will have a vital role in achieving this vision, with its main focus around the People and Places themes, and in particular contributing to ensuring that individuals live within:

- **Safe and secure environments, and**
- **Lead healthy and active lifestyles.**

### 3. Need, Supply and Service Gaps.

3.1 The main tool used to assess need is the Needs Mapping form which is completed by providers when a new service user presents with housing or support needs. The information is recorded on all individuals who present regardless of whether they are assessed as requiring a form of housing related support and subsequently allocated a support service.

3.1.1 The 6 North Wales Authorities have adopted a partnership approach to the gathering of NME data. A regional needs mapping form and database has been introduced from May 2012 and will enable data to be analysed at both local and regional levels in order to provide a comprehensive picture of need across the North Wales region.

3.1.2 Despite the comprehensive data that can be extracted from the database, there remain some difficulties with using this method. These include:

- Not all providers complete the forms
- There may be double counting
- There are inconsistencies of approach and understanding in completing the form.

#### 3.2 Returned NME Forms

3.2.1 A total of 443 forms were completed and returned by service providers between April 2012 and March 2013.

Table 2

Year	Number of NME forms Completed
2008/09	617
2009/10	724
2010/11	825
2011/12	690
2012/13	443

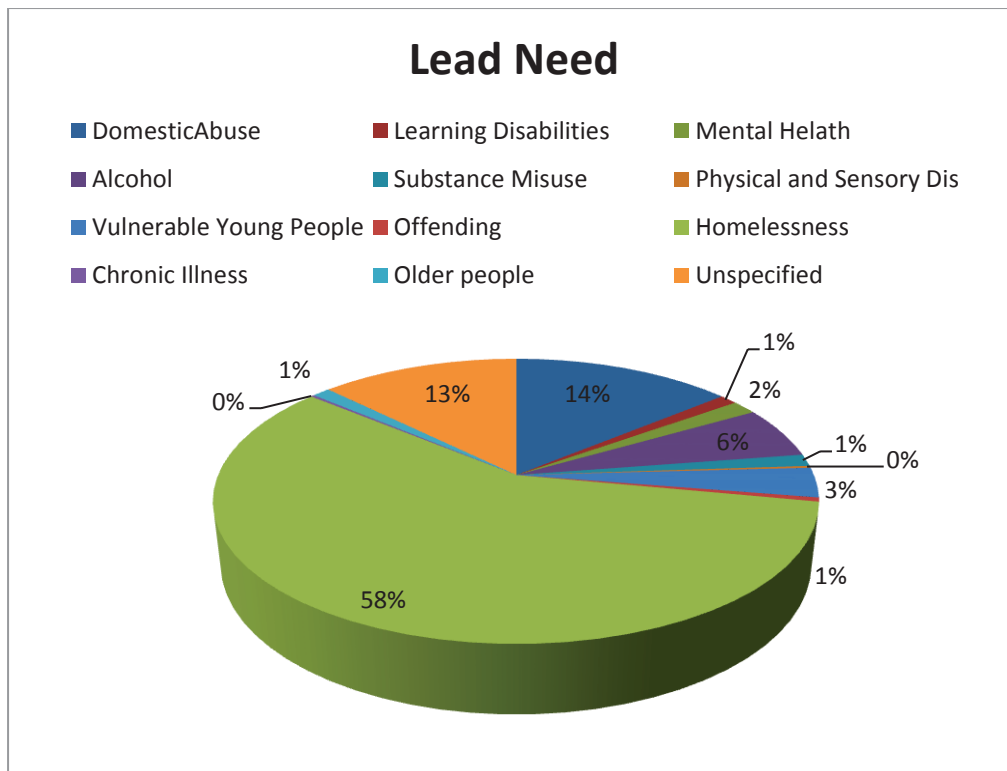
3.2.2 The total number of Needs Mapping forms received by the Anglesey Supporting People Team was considerably lower for the 2012/13 reporting period compared with preceding years. One reason for the reduction in the total number received for the reporting period has been the transfer to a regional approach and as a result of this shift there has been a change in the reporting period for Anglesey. Historically, Anglesey previously gathered data from the 1<sup>st</sup> July of each year until the 30<sup>th</sup> May of the following year.

3.2.3 Therefore, the 2012/13 year would only have contained needs mapping data from 1.6.12 to 31.3.13. Subsequently, this will have only accounted for 75 % of the reporting period as the data from 1.4.12 to 30.6.12 had previously been included within the needs mapping data produced for the 2012/13 Local

Commissioning Strategy. Based on this assumption it would be reasonable to assume that if the data for 2012/13 shown above, covered a full year, there would have been an additional full quarter or 25 % more returns received. Therefore had this been the case, it is anticipated that the actual full year return would have been 554, which is still lower than previous years.

### 3.3 Analysis of the Needs Mapping Returns for 2012/13

3.3.1 Homeless continues to be the largest reported lead need by a substantial margin. However, it should also be noted that the number of people who have presented to agencies as homeless or at risk of becoming homeless has reduced considerably. A total of 257 people (58%) of all representations presented as homeless. This compared with 355 (52%) of all referrals during 2011/12.



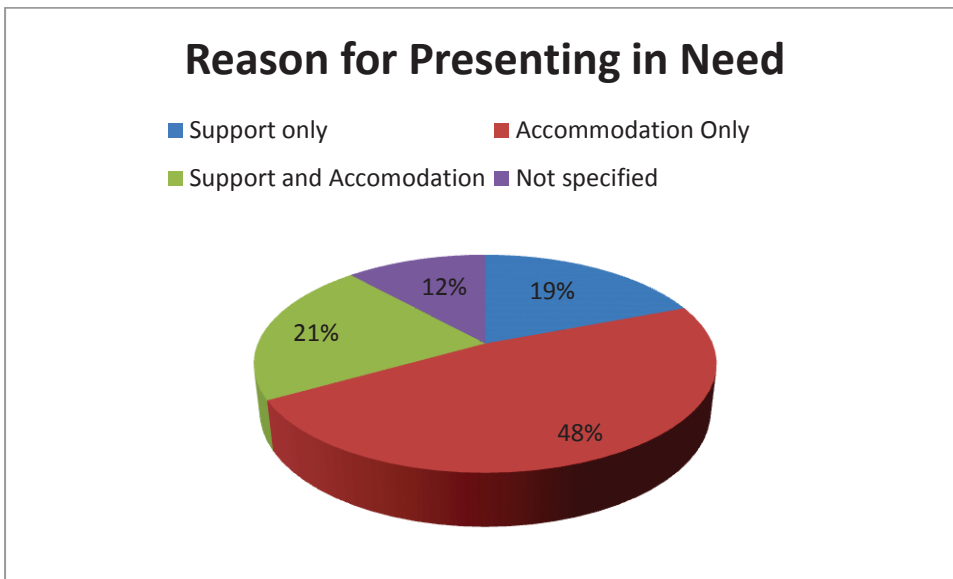
3.3.2 As was the case in 2011/12, Domestic Abuse was the second highest specified category, with 62 presentations which was commensurate with 13.9 % of the total submissions received.

3.3.3 Despite a reduction from 73 (10.6%) in 2011/12 to 26 (5.9%) in 2012/13 alcohol remained the third highest lead need recorded.

3.3.4 A total of 56 (12.6%) presentations were unspecified and therefore could not be allocated to any of the designated groups. This compares with 57 (8%) from the previous year. This once again highlights the inconsistencies of the reporting of NME data amongst relevant agencies and support providers. It also demonstrates that this process should not be considered in isolation when assessing needs and gaps in service provision.

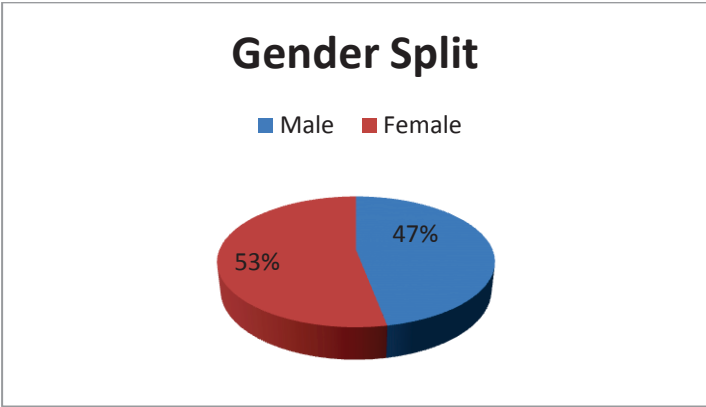
### 3.4 Reason for Presenting in Need

3.4.1 85 (19.2%) individuals presented with support needs alone. In contrast 211 (47.6%) presented with accommodation needs alone whilst 95 (21.4%) recorded both support and accommodation needs as being required. A further 52 (11.7%) did not specify their reason for presenting.



### 3.5 Gender Split

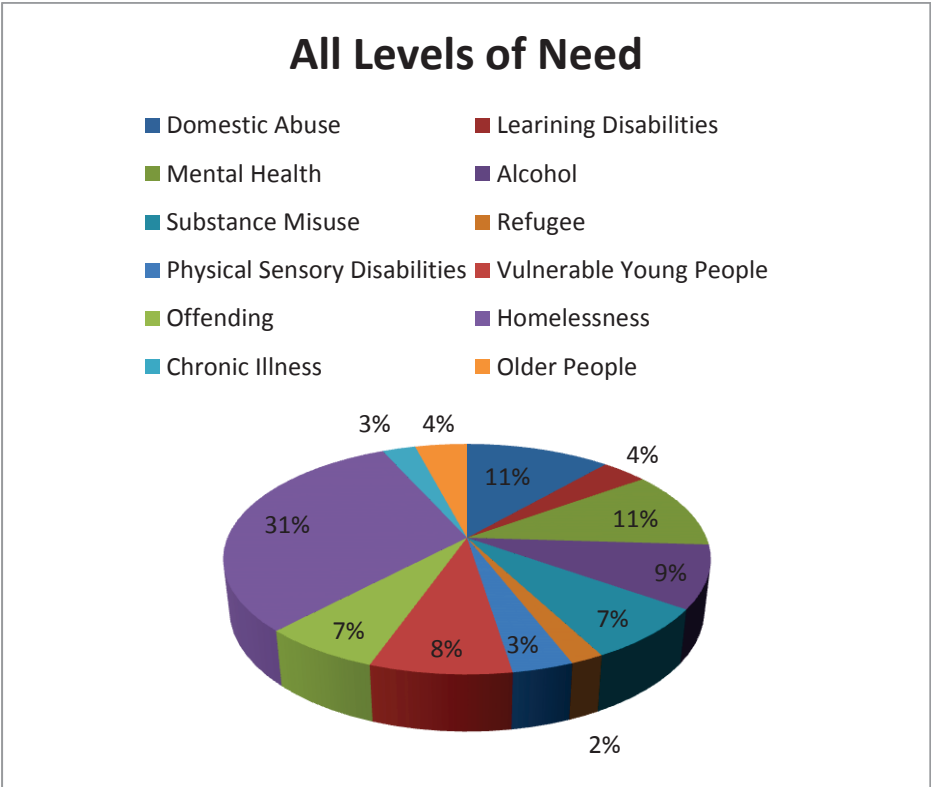
3.5.1 From the total of 433 representations made, 236 (53%) were female and 207 (47%) were male. This compares with 381 (55.2%) females and 264 (38.3%) males and a further 6.5% who were either children under the age of 16 or had not specified their gender.



**3.6. Age split**

3.6.1 The 25-40 age group had the highest number of individuals presenting with 175 (40%), followed by 147 (33%) of young people aged 16-24. A total of 95 (21%) people aged between 41 and 60 presented and a further 26 (6%) were aged 61 or over.

**3.7. All Levels of Need.**



3.7.1 In terms of overall levels of need, there have been insignificant changes across all service areas during the most recent reporting period. Homelessness and domestic abuse which were the two highest lead need categories have recorded the highest reductions with homelessness reducing from 35% to 31%

and domestic abuse reducing from 16% to 11% for the same period. All other groups have remained similar to 2011/12 returns with deviations of 1-2 either way.

## **3.8 Service Gaps**

### **3.8.1 Mental Health**

The current commissioned services for the provision of housing related support services for people with mental health needs has clearly evidenced a gap at the low level / preventative end of the spectrum. Current arrangements allow only those individuals who have been assessed as needing a community mental health service as being eligible for this service. The recent reviews undertaken within this service area highlighted a number of anomalies within the current model of provision which render the current service delivery both inequitable and inflexible from a housing related support perspective. There also remains a gap in the provision of short term services for people with mental health needs as was identified in last year's Commissioning Plan. However, plans are afoot to remodel housing related support services for people with mental health needs and further details can be seen in Chapter 5 of this document.

### **3.8.2 Older People**

A recently undertaken needs assessment of housing related support services, grouped the needs of older people into the following categories.

- **Older people aged 55 and over with support needs**
- **Older People with Dementia / Mental Health**
- **Frail Older People**

18% of older people (aged 55 and over) with support needs were estimated to be at risk (based upon those in receipt of pension credit)

The following national prevalence of dementia estimates that

**2% of people aged 60-70 years have dementia needs**

**5% of people aged 70-80 years have dementia needs**

**20% of people aged over 80 years have dementia needs**

23% of older people were estimated as being at risk due to frailty. This was based upon the Wales Health Survey (self-assessment method).

Based upon the following estimates the main messages of the needs assessment for older people reported that for :

#### **Older People with Support Needs, there is**

- Unmet need for short term Accommodation Based Services
- Oversupply of long term Accommodation Based Services
- Unmet need for Non Accommodation Based Services of all duration
- Oversupply of Alarm Services.

#### **Older People with Dementia / Mental Health, there is**

- Unmet need for Accommodation Based Services of all duration
- Unmet need for Non- Accommodation Based Services of all duration
- Unmet need for alarms.

#### **Frail Older People there is**

- Unmet need for accommodation based services of all duration
- Unmet need for non-accommodation based services of all duration
- Unmet need for alarms

### **3.8.3 Progress on Previous Identified Gaps in Service.**

The Supporting People Commissioning Plan for 2013/14 identified gaps in the provision of housing related support in the following service areas:

- Services for families who find it difficult to maintain their accommodation, due to factors such as anti social-behaviour or housing costs;
- Care Leavers;
- Young People with Complex Needs Short Term Mental Health Services
- Single Units for Rough Sleepers and those at risk of or are homeless;
- Short Term Mental Health Services;
- Older People in the Private Sector, including Owner Ownership;
- Domestic Abuse Services for Males.

3.8.4 The Isle of Anglesey Supporting People Plan Group, commissioned two new services during 2013/14 which has resulted in the needs of services for families, Care leavers and Young People with complex needs being addressed. The commissioning of the 6 Unit Coedlys Core Service and a further two cluster units, all located in Llangefni, has witnessed high demand in terms of referrals and has enabled the placement of 11 young people with complex needs, of whom 4 have been care leavers. This project has been operational 2013. Such has been the demand for the service, that it has been agreed from October 2013 to extend provision to seven units within the core element, at no additional cost to the Supporting People Budget.

- 3.8.5 The commissioning of a 12 Unit Housing First Service for single people, aged 25 or older commenced in April 2013. Initially this is a 12 Month Pilot Project with the option to extend the contract for a further two years. The service became full within the first 4 months, and provides an intensive floating support service, to a chaotic group of individuals, replacing the need for a linear model. The aim of the model is to ensure that, the support rather than the tenant moves on and therefore the tenant is able to maintain the tenancy long term.
- 3.8.6 Both the above services described in 3.8.4 and 3.8.5 are monitored effectively via separate multi agency panels who meet on a monthly basis to discuss referrals, resolve any issues of concern and share good practice. Both services have an individual budget allocation as part of the overall contract, managed by the provider, and monitored against the 11 Supporting People Outcomes Framework by the Anglesey Supporting People Team.
- 3.8.7 The remodelling of the generic housing services homeless prevention project in April 2013 has also seen high demand for the service, with 80 units being delivered. Evidence gathered to date including case studies, have demonstrated how a service can be successfully remodelled to provide a quality service with a robust assessment, and support delivery processes.
- 3.8.8 There remains a gap in the delivery of services to older people within the private sector, who include owner occupiers. A collaborative approach will be undertaken to reconfigure the support and accommodation needs of older people. Further details relating to proposals can be seen in chapter 5 of this document.

### **3.9 Welfare Reform**

- 3.9.1 The continued implementation of radical changes to the benefit regulations by the UK Government via the Welfare Reform programme will present unavoidable challenges to the Supporting People Programme.
- 3.9.2 The impact of the bedroom tax, benefit cap and other changes are already providing financial hardship to a number of families and individuals with an increase in rent arrears already reported.
- 3.9.3 Prior to the introduction of the Welfare Reform, statistics provided by the IoACC Housing Benefit Section estimated that approximately 40 families on Anglesey were expected to be affected by the benefit cap which will result in single parents receiving up to a maximum of £350 per week with couples receiving up to £500 per week.
- 3.9.4 Furthermore, it was estimated that of the 7,300 Housing Benefit recipients on Anglesey, approximately 622 households would be affected by the introduction



of the Bedroom Tax which affects benefit entitlement by 14% where households under occupy by one bedroom and 25% in cases where households under occupy by two or more. The impact of the reduced benefit may also affect the rental income collected by Housing Services and could result in an increase in eviction orders which would then increase those presenting as homeless and impact upon Supporting People Services.

3.9.5 The need for more single bedroom properties has never been greater following the Government's decision to extend the shared room rate for single people up to the age of 35.

3.9.6 Furthermore, the pressure for smaller accommodation will be further exacerbated by an influx of people to the island, should the proposed Wylfa B Power Station be granted approval. Once again there is a significant risk that private sector landlords will cease the opportunity to maximise their income from contactors seeking local accommodation. This would undoubtedly limit the number of available properties to vulnerable individuals and their families in the short to medium term, and may also increase the number presenting as homeless.

## 4. Consultation Evidence.

4.1 Significant progress was achieved in relation to promoting Service User Involvement and Participation during 2013/14.

4.1.1 A number of detailed service reviews have been completed within mental health, Older People and Learning Disability Services. All reviews undertaken by the Anglesey Supporting People Team include a variety of methods to gather the opinions and aspirations of service users on the type and quality of Housing Related Support Services that they receive. Methods of service user involvement have included producing a video, where services users shared their experiences attending coffee mornings at sheltered housing schemes, holding focus group meetings and issue postal surveys. In addition monitoring visits have been made where service users have been present and fed back their views.

4.1.2 Two major Service User Consultation events have also been held during 2013. The first event held in June 2013 was specifically targeted across all service user groups to promote service user participation, and enable them to influence the decision making process including the planning, procurement and reviewing of services. In total, over 70 service users attended and contributed their opinions as to how they would like to be involved in having their voices heard and improving services. A number of service users also volunteered to become panel members and arrangements to formulate this process are currently on-going.

### 4.2 Feedback from Service Users.

4.2.1 **We asked a cross section of service users where they accessed information about services and how they are referred. Their answers were:**

- Social Services
- Hospital
- Drop in Centres
- Lighthouse Project
- Information leaflets
- One Stop Shop
- Local Authority Homeless Section
- 

4.2.2 **Service Users also listed the following as barriers to accessing services**

- Processes were too long
- No Freephone number available
- Websites weren't always working
- Advertising of service provision could be improved
- Limitations in rural areas due to transport and cost

- Need to be kept updated although this had improved during the past 12 months
- 

**4.2.3 Service Users thought that access to Supporting People services should be available and displayed within:**

- GP Surgeries
- Newsletters
- Supermarkets
- Community Centre
- Local Radio
- Website
- Job Centre
- Community Centres
- CAB

**4.2.4 Service Users also requested that information should be available in a range of Formats which include**

- Braille
- Social Networking sites
- More leaflets, and written in simple language and not corporate jargon.

**4.2.5 Services Users provided the following feedback in relation to their experiences of Support Planning and subsequent provision of support**

- Person Centred Planning
- Contact with Warden
- Able to go out of the house
- Able to find training
- Targets to work towards
- Assistance with budgeting, application forms and training
- Assistance to maintain tenancy
- Achieve goals

**4.2.6 In terms of how service can be improved, feedback suggested**

- Happy as they are
- Greater access and use of communal lounges in sheltered accommodation
- Establish a service user forum
- More funding
- Greater involvement in how the service is run

**4.2.7 Service Users were asked how the services they receive engage with them. Answers included:**

- House Meetings

- Newsletters
- Questionnaires
- Sheltered Housing Forum
- Meeting to discuss / review their support plan
- Various social events
- Workshops
- Annual Conference

**4.2.8 In response to what factors act as a barrier or prevent service users from becoming involved, service users said:**

- Some staff
- Time Commitments
- Travel / transport
- Never put off
- Lack of confidence
- Not enough organised Opportunities
- Childcare
- 

**4.2.9 Service Users felt that the following types of involvement works?**

- Questionnaires
- Discussing with staff
- Workshops
- House meetings
- One to one meetings
- Fund Raising Events

**4.2.10 Finally, service users were asked how an ‘involvement menu could be created and responded with the following:**

- Being listened to
- Being consulted with
- Being understood
- Provided with transport to consultation events
- Provided with support to attend
- Receive information with sufficient notice
- Incentives to attend – lunch etc
- Visit other projects
- Raise awareness
- Feedback on any progress
- Hold an annual service user event
- Be a quality checker
- Visit other projects

4.3 A further service user consultation event called 'No Place like Home' was held in September 2013r. This event was jointly arranged between the Supporting People and Tenant Participation Teams with Housing Services and specifically targeted the Older People Population who currently reside within sheltered schemes, designated older people housing and general needs housing occupied by anyone aged 50 or over.

4.3.1 Once again the event was extremely well attended with over 120 service users present. A range of statutory, private and voluntary agencies were present to offer advice and support to attendees, these included

- Isle of Anglesey County Council
- Communities 2.0
- Royal Voluntary Service
- Communities Voice
- Pharmaceutical Companies
- O'Toole Centre
- Medrwn Môn
- Carers Outreach

4.3.2 We asked all tenants and service users present what makes them feel independent and what help they required to remain independent. They felt that the following provision was important

- More joint working between agencies
- Alarm system and Sheltered Housing
- Enabling couples in homes to have individual alarms
- Better community transport
- Increase in community facilities such as local shop, post office etc
- Handyperson to help with small household jobs
- Adaptations to the home
- Be-friending scheme
- Warden Service via a hub and spoke model of provision
- Temporary / short term services where appropriate
- Access to information which is easier to understand
- More community support
- More safety checks on alarms
- Provision of services which includes a menu of options
- Increased use of communal facilities
- Pay only for services that are required
- Community spirit
- Expansion of the Good Turn Scheme
- Ensure all homes are wheelchair accessible
- Help with shopping
- Foot care

#### **4.4 Consultation with Provides**

The Supporting People Team regularly consults with Service Providers via a range of methods, these include:

- Joint Provider Forum with Gwynedd Council held on four monthly intervals
- Regional Provider Forum
- Quarterly Monitoring Visits
- Service Reviews
- Ad hoc meetings
- Provider representation on the Local Planning Group and Regional Collaborative Committee
- Provider representation on specific Stakeholder Groups / Panels.

## 5. Priorities for Development

### 5.1 Reviewing and Monitoring of Services

- 5.1.1 The Supporting People Team on Anglesey have undertaken a programme of strategic reviews at three yearly cycles since the inception of the Programme in 2003. The review process is a rigorous and robust method used to determine eligibility, strategic relevance value for money and also acts as a medium to promote service user engagement and service development.
- 5.1.2 During the current financial year a number of detailed reviews have been undertaken within Older People Services, Mental Health and Learning Disability Services.
- 5.1.3 The findings and recommendations for the delivery of housing related support services for people with mental health needs have been shared with the members of the Local Supporting People Planning Group and proposals for re-modelling have been approved. For further details see page 25
- 5.1.4 Work remains on-going in relation to reviewing the provision of housing related support services for people with learning disabilities. The majority of the individual reviews at the time of writing of this document have been completed and are currently out for consultation with providers. Upon finalisation of the review process, evidence will be presented to the Supporting People Planning Group, and may require some remodelling of current provision. For further details see page 26.
- 5.1.5 Similarly, a number of service reviews have been completed in relation to the provision of housing related support services for older people and are also currently undergoing consultation with the range of providers which include the Internal Provider Unit, Registered Social Landlords and independent sector providers. The process highlighted in 5.1.3 and 5.1.4 will be repeated for Older People.
- 5.1.6 The establishment of a North Wales Regional Reviewing and Contracting Group has harboured a more consistent approach across the North Wales Region during the past 12 months and has benefited both commissioners and providers alike. A process of sharing information relating to self-assessments and desktop analysis has been agreed in principle between North Wales Supporting Teams. This will reduce

duplication and time spent by providers completing detailed and complex information and will also save upon time for service commissioners.

5.1.7 The monitoring of contract and performance data is undertaken on a quarterly basis. Officers from the Supporting People Team maintain regular contact with providers and this has assisted better quality data to monitor contract compliance.

5.1.8 Furthermore, Supporting People outcomes data across North Wales is now collected electronically via SNAP Software which is hosted regionally by Conwy Council. This has simplified the process for providers and can provide easily accessible management data for commissioners.

## **5.2 Service User Groups - continued from 2013/14**

5.2.1 Following recommendations based upon robust evidence presented by the Isle of Anglesey Supporting People Team, to the Local Supporting People Planning Group the following service areas have been identified as immediate priorities for development in 2014/15.

- **Older People Services**
- **Mental Health Services**
- **Learning Disability Services**

5.2.2 In addition the Supporting People Team intend to carry out detailed strategic service reviews across the following service areas by the end of 2014/15

- **Substance Misuse**
- **Domestic Abuse**
- **Young and Vulnerable Single Parents**
- **Young People**
- **Generic Homelessness**
- **Offending History**



## 5.3 Reconfiguration of Older People Services

Older People Supply Map

Provider	Units	Description
Carelink	1	Floating Support for an Older person with physical disabilities
Cymdeithas Tai Eryri	25	Llys Mair
Cymdeithas Tai Eryri	8	Alarms
Cymdeithas Tai Eryri	54	Extra Care Scheme
Môn Care	491	Sheltered Housing
Môn Care	697	Telecare
Môn Care	5	Floating Support Service
Môn Care	16	Reablement
Clwyd Alyn	40	Warden and Alarm Service
<b>Total</b>	<b>1337</b>	

5.3.1 The current Supporting People Programme Grant Guidance document clearly states that provision of Supporting People funding in respect of services delivered to older people should be based on need and not on age or tenure. During 2012/13, a detailed assessment of the needs of older people was conducted by the Supporting People Team and will be used to inform the reconfiguration of services as part of a corporate transformation programme to modernise services for our older population.

5.3.2 The key messages from the needs assessment were that there are:

- An oversupply of accommodation based services for older people
- An unmet need for Non-accommodation based services for older people for all durations
- An oversupply of long term based accommodation based support
- An currently an oversupply of alarm based services

5.3.3 Careful consideration will be required when considering the implications of these findings and in particular, the impact upon the provision of services within alarm schemes, sheltered housing and Extra Care Facilities. These issues will all be factored into the Transformation Programme for Older People and the impact upon future strategy will be discussed within the respective, Enhancing Accommodation, and Helping People to Live at Home, of which Supporting People Officers are a key stakeholder.

5.3.4 A co-production approach is to be adopted to facilitate the reconfiguration process. The views of service users, wider community and other stakeholders are seen as pivotal to ensuring that the reconfiguration

process will ensure that eligible strategically relevant, fit for purpose outcome focused services which provide value for money are delivered to meet the needs of our older population in future.

5.3.5 Amongst the range of options being considered for older people services which would include the delivery of eligible housing related support services are:

- Development of additional extra care schemes which would include housing related support provision
- Remodel existing sheltered housing provision into a hub and spoke model of provision
- Deliver a floating support service across older people and include a menu of options based upon assessed need for the following client groups.
  - Older people with support needs
  - Frail elderly
  - Dementia

5.3.6 The future commissioning of housing support services for older people is to be included in a high level strategic document which will clearly state our intentions for future delivery of support for this service group. The vast majority of service reviews for older people have been undertaken during 2012/13 and completed. However some remain at the consultation process at the time of writing of this document. Therefore we are unable to clearly define our commissioning intentions until all have been completed and a business case has been approved at corporate level.

## 5.4 Mental Health Services

Provider	Units	Description
Anheddau	10	3 Supported Housing and Seven Floating Support low level
Anheddau	12	Floating Support Service – High Intensity and Low Level
Community Support Services	70	Floating Support Service – High Intensity and Low Level Support
Community Support Services	6	Supported Housing
<b>Total</b>	<b>98</b>	

5.4.1 A programme of strategic reviews commenced during 2012/13 and has since been completed. All above mentioned services were assessed for eligibility, strategic relevance and value for money. The evidence has been presented to the Local Planning Group and approval has been granted to undertake a

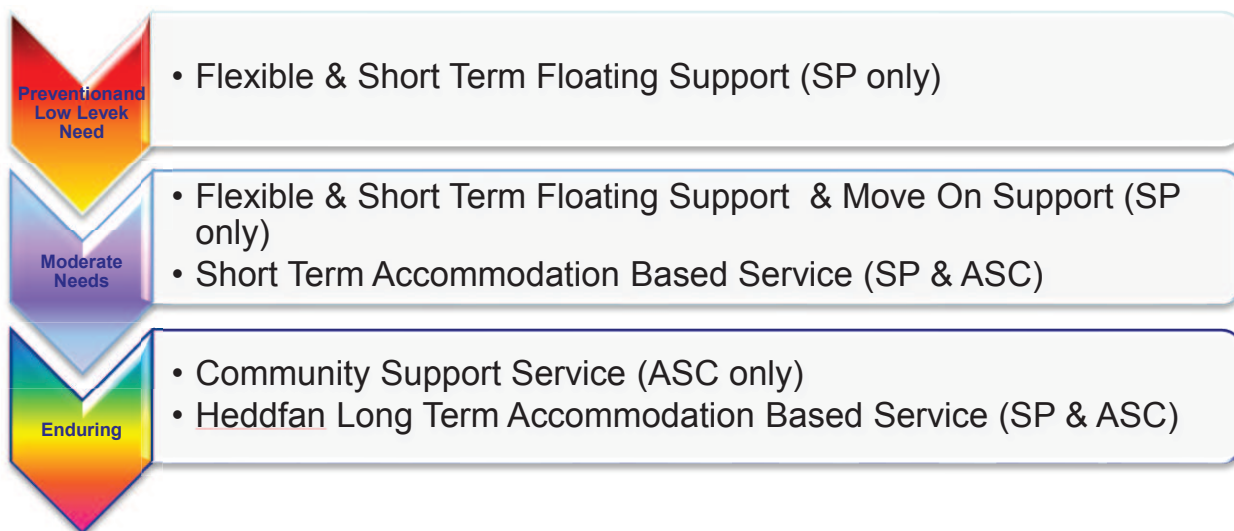
remodelling of current provision which will include the need for a full tender process to be undertaken during 2014/15

5.4.2 The main findings of the review highlighted that current service provision contained:

- A lack of flexibility and inequitable access
- All cases currently referred via the Case Manager following Community Care Assessment
- Unmet need at the lower level (preventative) and short term provision
- Low level of floating support which proved to be long term in a number of cases
- Failure to move on to a higher level of independence

5.4.3 It is therefore proposed that the new model of delivery to be commissioned for the provision of housing related support for people with mental health needs, (pending approval of a business case) will be based on the following three staged design. The emphasis will be upon recovery across all 3 strands and will focus upon:

- Floating Support Early Intervention with emphasis on preventing need to access mainstream Community Mental Health service
- Flexible and based on need over time
- Maximum period of 2 years within floating support
- Ability to facilitate hospital discharge and return home
- Multi agency referrals
- Short term accommodation for move-on towards greater independence
- Maintain Long term service provision with a greater emphasis on move-on.



## 5.5 Learning Disabilities

Provider	Units	Description
Cartrefi Cymru	16	Permanent Supported Housing Projects – 6 Schemes
Tyddyn Môn	18	Permanent Supported Housing Projects – 5 Schemes
Môn Care	12	9 Permanent Supported Housing Schemes and 3 Floating Support Units
Anheddau	1	Floating Support - 1 Unit
Hylands	1	1 Unit of Supported Housing
Peny Graig	1	1 Unit of Supported Housing
<b>Total</b>	<b>49</b>	

5.5.1 The provision of housing related support for people with learning disabilities accounts for the highest cost of all eligible groups who receive Supporting People funding by some considerable margin. The annual outlay in respect of providing housing related support for people with learning disabilities amounts to £923,000. This was commensurate with 31% of the Support People budget during 2012/13. The ratio for the 2014/15 year cannot be included as the final budget allocation for Anglesey for this year is yet to be confirmed. This equates to an average annual cost per unit of £18,837 for each of the 49 units provided.

5.5.2 During 2013/14, the Isle of Anglesey Supporting People Team have undertaken five out of a possible six service reviews within Learning Disabilities. Consultation remains ongoing with 4 of the providers, with the remaining review to be commenced shortly.

5.5.3 Evidence gleaned from the reviews to date clearly highlight

disproportionate levels of housing related support within some projects compared with care levels. Questions in relation to eligibility for the levels of housing related support within some projects will need to be further addressed over the forthcoming months and consideration given to re-investing some of the current investment into lower level need with emphasis on move-on and promoting increased levels of independence where possible.

5.5.4 The current level of investment of Supporting People funding within Learning Disabilities coupled with the need to identify efficiency savings due to the reduced funding from Welsh Government, poses a significant risk to this service area. Additionally this may impact detrimentally further upon Social Services' financial ability to maintain current levels of support to people with learning disabilities in the short to medium term.

5.5.5 An joint exercise will be undertaken between the Supporting People Team and colleagues from Social Care to re-evaluate current packages of joint commissioning and housing related support during this commissioning cycle. The results of this substantial piece of work in addition to the findings of the strategic reviews already undertaken and collaboration with service users, families and advocates will assist the Supporting People Team to formulate a business case for presentation to the Planning Group to remodel future housing related support services for people with Learning Disabilities.

## 5.6 Services to Families with a range of complex needs

Provider	Units	Description
Hafan Cymru	4	Supported Accommodation for Vulnerable Single Parents
Hafan Cymru	12	Floating Support for Vulnerable Single Parents
CAIS - Eilianfa	2	Move-on
CAIS - 13 Maes Y Garreg	3	Supported Accommodation
CAIS – 51 Bro Tudur	2	Move-On
CAIS – Anglesey Contract	6	High Intensity Floating Support
CAIS – Ynys Môn	24	Low Level Floating Support
<b>Total</b>	<b>53</b>	

5.6.1 The Isle of Anglesey County Council in conjunction with Gwynedd Council will implement an Integrated Family Support Service (IFSS) during 2014/15 which will focus on providing support to families where parents who have substance misuse issues which affect their children.

- 5.6.2 The IFSS intervention will include an initial period of intensive intervention from Health and Social Care practitioners which will not involve Supporting People input.
- 5.6.3 However, following the intensive targeted support, a period of housing related support will be necessary to consolidate the initial intervention, and prevent regression, family breakdown and potential homelessness.
- 5.6.4 Inevitably, the targeted families will have enduring and complex needs which will contribute to family dysfunction and separation in a number of cases. The input of Supporting People Funding is therefore seen as a preventative measure and result in reduced costs and dependency on further statutory services in the longer term.
- 5.6.4 IFFS professionals will need to liaise with the Supporting People Team to facilitate access to appropriate Supporting People funded projects that can provide the necessary support to complement the earlier intervention, and assist the IFFS to meet its aims and objectives to empower families to take positive steps to improve their lives.

## 5.7 Reconfiguration of Floating Support Services

Nine floating support services are currently provided in Anglesey in respect of substance misuse, domestic abuse, generic homeless, offenders, vulnerable single parents and young people. Up until August 2012, which saw the introduction of the Supporting People Programme Grant, all the afore mentioned services were funded directly by the Welsh Government under the Supporting People Revenue Grant Funding. The total cost of this provision amounts to £577,447 per annum. A total of 112 service users are supported by these services, therefore the average cost of provision per service user is commensurate with £5,156 per person per year.

### 5.7.1

Service User	Provider	Units	Description
Substance Misuse	CAIS	6	High Level
	CAIS	3	High Level
	CAIS	24	Low Level
Domestic Abuse	Gorwel	6	High Level
Generic Homeless	Agorfa	21	Low Level
Young and Vulnerable	Digartref Ynys Môn	9	Low Level
	Digartref Ynys Môn	6	Low Level floating support for families
Vulnerable Single	Hafan Cymru	12	Low Level

Parents			
Generic	NACRO	13	Low Level
Single People Aged 25 and over who are homeless and or rough sleep.	The Wallich	12	High Level
<b>Total</b>		<b>112</b>	

5.7.2 In addition to the services shown in the supply map above, a further 8 schemes provide a level of floating support services within mental health, learning disabilities, physical disabilities and older people. The table below provides a synopsis of the number and types of floating support services. A total of 208 units are commissioned with an annual cost of £484,858. This equates to £2,184.05 per service user per annum.

Service User	Provider	Units	Description
Mental Health	Community Support Services	70	Floating Support
	Anheddau	12	Floating Support
Physical Disabilities	Anheddau	2	Floating Support
	Môn Care	13	Floating Support
Learning Disabilities	Môn Care	3	Floating Support
	Anheddau	1	Floating Support
Older People	Môn Care	5	Floating Support
	Môn Care	16	Rebalement Floating Support
	Plas Garnedd	20	Floating Support (Early Onset Dementia)
Generic	Housing Services	80	Floating Support
<b>Total</b>		<b>222</b>	

5.7.3 As previously referenced in this document, service reviews remain ongoing, within emphasis placed on service areas rather than individual projects. It is therefore likely that the reviews will continue well into 2014/15 before informed decisions are made as to in relation to the decommissioning, or remodelling of specific individual projects. However it is inevitable given the current wide range of floating support services that are commissioned on Anglesey, that careful consideration needs to be given to future provision which will provide better value for money and remain strategically relevant. The undertaking of a value for money benchmarking exercise will assist the review process and also provide key intelligence to our future commissioning priorities and intentions. Possible future models of floating support provision include:

- One generic floating support service across all supporting people groups
- Merge multiple contracts with individual providers into one contract

- Merge designated service areas where there are crosscutting issues e.g. Mental Health, Substance Missuse, Offending.
- Explore further possible opportunities for sub-regional commissioning with Gwynedd Council.

## **5.8 Services to Single People aged 25 and over who are homeless and or sleeping rough**

<b>Service User</b>	<b>Provider</b>	<b>Units</b>	<b>Description</b>
Singe People aged 25 or over who are homeless or rough sleep	The Wallich	12	Intensive Floating Support Service based on Housing First Model
<b>Total</b>		12	

**5.8.1** The above mentioned service was commissioned form April 2012 as a pilot for 12 months to incorporate a Housing First Model of Provision, following the submission of business case outlining the need for a service for single people aged 25 and over who are homeless and or sleep rough. Depending on the success of the pilot an option to extend for a further two years was agreed within the tender process.

**5.8.2** Evidence and intelligence presented to the Board as part of the monitoring arrangements clearly indicate that the service has been successful with both referrals and take up of the service high.

**5.8.3** A review of service is currently ongoing and a recommendation will be made to the Local Planning Group before the end of the current financial year on the future intentions in terms of commissioning arrangements.



## 6.0 Spend Plan.

- 6.1 The information and data contained in the table below, compares the proposed budget for the 2014-15 year with the previous three years. It should also be noted that at the time of writing of this document, the proposed sum is an indicative amount.

<b>Financial Year</b>	<b>Supporting People Programme Grant</b>	<b>Local Authority Contribution</b>	<b>Total</b>
<b>2012/13 (Aug/March)</b>	<b>£2,111,315.05</b>	<b>Nil</b>	<b>£2,111,315.05</b>
<b>2013/14</b>	<b>£3,052, 211</b>	<b>£45,000</b>	<b>£3,097,211</b>
<b>2014/15 (indicative amount)</b>	<b>£2,899,598</b>	<b>£197,613</b>	<b>£3,097211</b>
<b>2015/16</b>	<b>£2,786,280.41</b>	<b>Nil</b>	<b>Nil</b>

### 6.1.1

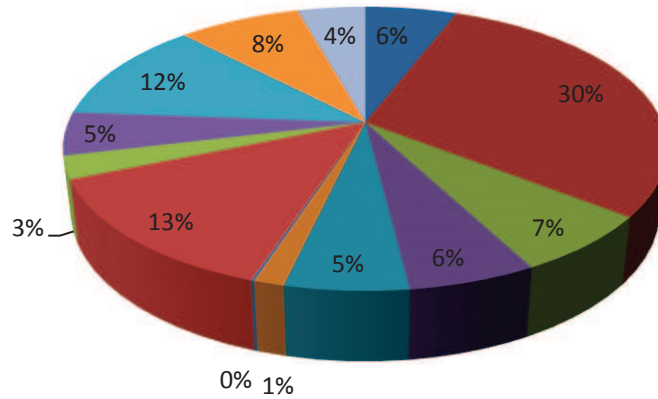
Based upon the above mentioned indicative amounts for 2014/15 and 2015/16, it would be reasonable to assume that Anglesey's Supporting People funding will be significantly reduced over the cycle of this commissioning Plan. In real terms the proposed reductions equate to 5.26% for 2014/15 and 4.1% for 2015/16.

## Supporting People Spend Plan 2014/15

Client Group	2014/15 Total Grant Allocated £		Total Funding
	Supporting People Funding	Local Authority Contribution	
Women experiencing Domestic Abuse	169,796.82	9,427.18	179,224
Men Experiencing Domestic Abuse	0.00	0.00	0
People with Learning Disabilities	857,415.00	47,604.00	905,019
People with Mental Health Needs	194,394.16	10,792.84	205,187
People with Alcohol Needs	0.00	0.00	0
People with Substance Misuse Needs	167,665.17	9,308.83	176,974
People with Criminal Offending History	160,901.68	8,933.32	169,835
People with Refugee Status	0.00	0.00	0
People with Physical and Sensory Disabilities	39,621.22	2,199.78	41,821
People with Development Disorders (e.g Autism)	0.00	0.00	0
People with Chronic Illness Needs (e.g. HIV and Aids)	3,875.81	215.19	4,091
Young People who are Care Leavers	0.00	0.00	0
Young People with Support Needs (16-24)	392,126.02	21,770.98	413,897
Single Parent Families with Support Needs	74,609.64	4,142.36	78,752
Families with Support Needs	0.00	0.00	0
Single People with Support Needs not listed above (25-54)	142,110.00	7,890.00	150,000
People aged over 55 years of age with Support Needs (exclusive of alarm services)	336,764.70	18,697.30	355,462
Generic Floating Support / Peripatetic (tenancy support services which cover a range of needs.	226,858.72	12,595.28	239,454
Alarm Services (inc sheltered / extra care.	125,523.87	6,969.13	132,493
<b>Total</b>	<b>2,891,662.81</b>	<b>160,546.19</b>	<b>3,052,209</b>

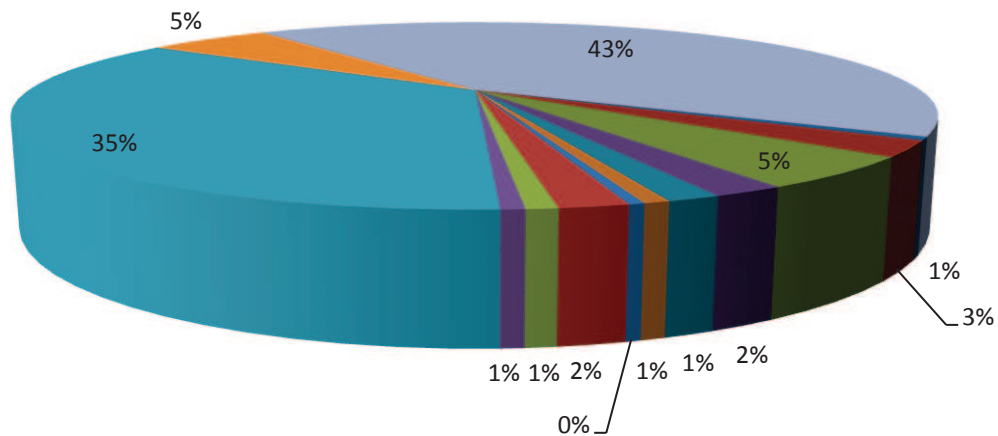
## % Funding Per Service Area

- Women experiencing Domestic Abuse
- People with Learning Disabilities
- People with Mental Health Needs
- People with Substance Misuse Needs
- People with Criminal Offending History
- People with Physical and Sensory Disabilities
- People with Chronic Illness Needs (e.g. HIV and Aids)
- Young People with Support Needs (16-24)
- Single Parent Families with Support Needs
- Single People with Support Needs not listed above (25-54)
- People aged over 55 years of age with Support Needs (exclusive of alarm services)



## Number of Units Per Service Area of Funding

- Women experiencing Domestic Abuse
- People with Learning Disabilities
- People with Mental Health Needs
- People with Substance Misuse Needs
- People with Criminal Offending History
- People with Physical and Sensory Disabilities
- People with Chronic Illness Needs (e.g. HIV and Aids)
- Young People with Support Needs (16-24)
- Single Parent Families with Support Needs
- Single People with Support Needs not listed above (25-54)
- People aged over 55 years of age with Support Needs (exclusive of alarm services)
- Generic Floating Support / Peripatetic (tenancy support services which cover a range of needs.
- Alarm Services (inc sheltered / extra care.



## **7. Equality Impact Assessment**

Future commissioning arrangements for Supporting People Services on Anglesey will include an equality impact assessment process. This will assess the impact of commissioning new services, remodelling, or decommissioning and will ensure parity and equality across all components of the Equality Act 2010.

## Appendix 1

# Anglesey Needs Mapping Report 2012-13

20/05/2013

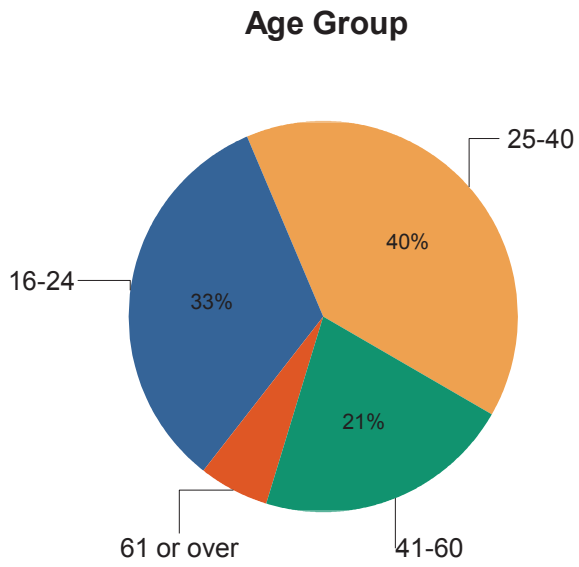
COMPLETION YEAR	Number
Total	443
Apr 2011 - Mar 2012	2
Apr 2012 - Mar 2013	435
Apr 2013 - Mar 2014	6

Distinct count of forms (HSID)	443
Distinct count of anonymity codes	397
Sum of duplicates	69
Domestic abuse	62
Learning difficulties	5
Mental health	7
Alcohol	26
Drugs	6
Physical / sensory disability	1
Vulnerable young person	15
Offending	2
Homelessness	257
Chronic illness	1
Vulnerable older person	5
Unspecified	56

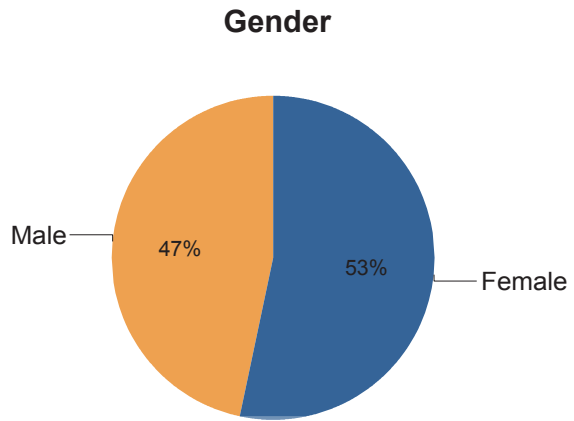
**Section: Person this Form is About**

AGE	Number
Total	443
16-24	147
25-40	175
41-60	95
61 or over	26

6%



GENDER	Number
Total	443
Female	236
Male	207

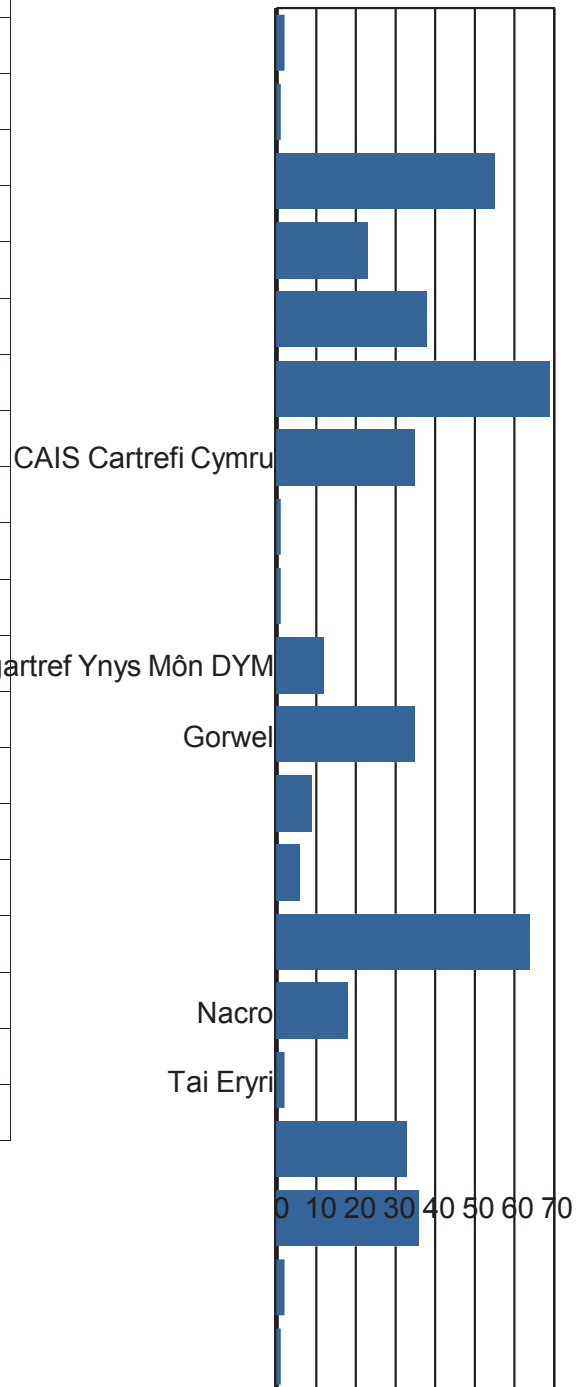


ARMED FORCES	Number
Yes	1

**Section: Person Completing this Form**

SOURCE OF NM FORMS		No. Forms
Total		443
		2
01248 752168	01248 752168	1
Agorfa Cefni	Agorfa Cefni	55
Agorfa Cefni Cyf		23
Agorfa Cefni Lettings	Agorfa Cefni Cyf	38
Anglesey County Council	Agorfa Cefni Lettings	69
CAIS	Anglesey County Council	35
Cartrefi Cymru		1
Cefni Lettings		1
Cymdeithas Tai Eryri	Cefni Lettings	12
Digartref Ynys Mon	Cymdeithas Tai Eryri	35
Digartref Ynys Môn	Digartref Ynys Môn DYM	
DYM		6
Gorwel		64
Hafan Cymru		18
Hafan Cymru		
Housing Services	Housing Services	2
Housing Services IOACC	Housing Services IOACC	33
Nacro		36
Tai Eryri		2
Tyddyn Mon		1
Tyddyn Mon		

**Organisation**



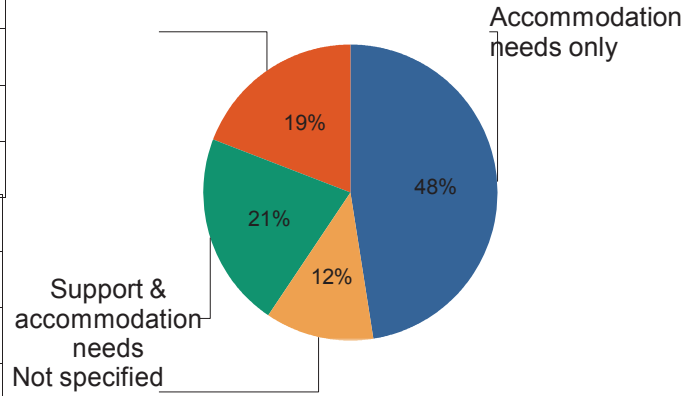


## Section: Reason for Completing this Form

REASON FOR COMPLETING	Number
Total	443
Support needs only	85
Accommodation needs only	211
Support & accommodation needs	95
Not specified	52

FILLED IN FORM BEFORE?	Number
Total	443
No	289
Unspecified	154

### Reasons for Completing Form



IF "YES", HOW LONG AGO?	Number
Total	0

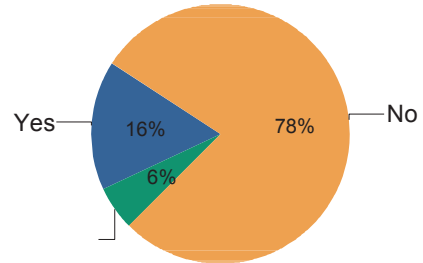
**Section: Household**

**LIVE WITH PARTNER?**

	Number
<b>Total</b>	443
<b>Yes</b>	71
<b>No</b>	347
<b>Unspecified</b>	25

Unspecified

**Currently live with Partner**

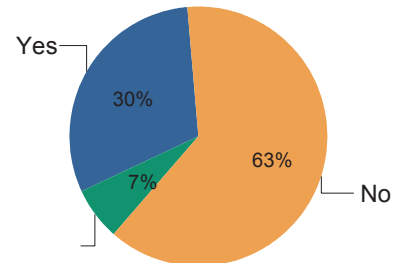


**DEPENDENT CHILDREN?**

	Number
<b>Total</b>	443
<b>Yes</b>	135
<b>No</b>	279
<b>Unspecified</b>	29

Unspecified

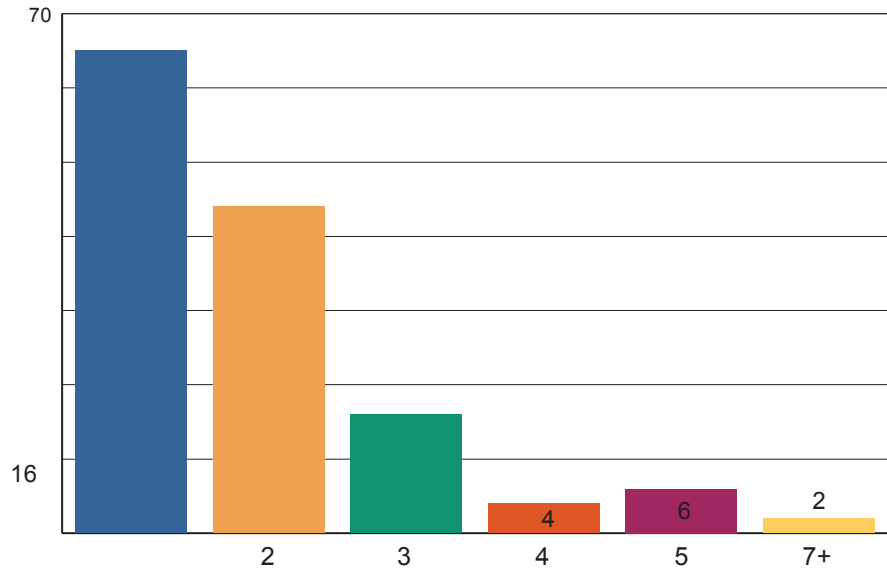
**Dependent Children?**



**NUMBER OF CHILDREN**

	Number
<b>Total</b>	443
<b>1</b>	65
<b>2</b>	44
<b>3</b>	16
<b>4</b>	4
<b>5</b>	6
<b>7+</b>	2
<b>Unspecified</b>	306

**Number of Children**



**PARTNER / CHILDREN**

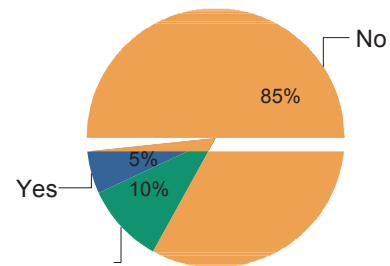
		Children:	Yes	Children:	No	Children:	Unspec
<b>Total</b>		443	135	279	29		
<b>Partner:</b>	<b>Yes</b>	71	36	28	7		
<b>Partner:</b>	<b>No</b>	347	92	251	4		
<b>Partner:</b>	<b>Unspecified</b>	25	7	0	18		

**PREGNANT?**

	Number
<b>Total</b>	443
<b>Yes</b>	23
<b>No</b>	376
<b>Unspecified</b>	44

Unspecified

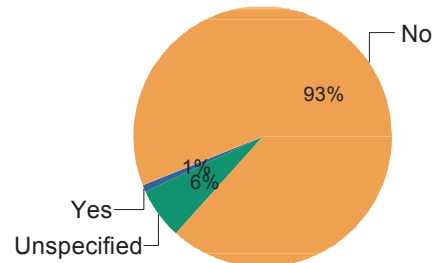
**Pregnant**



**DEPENDENT ADULTS?**

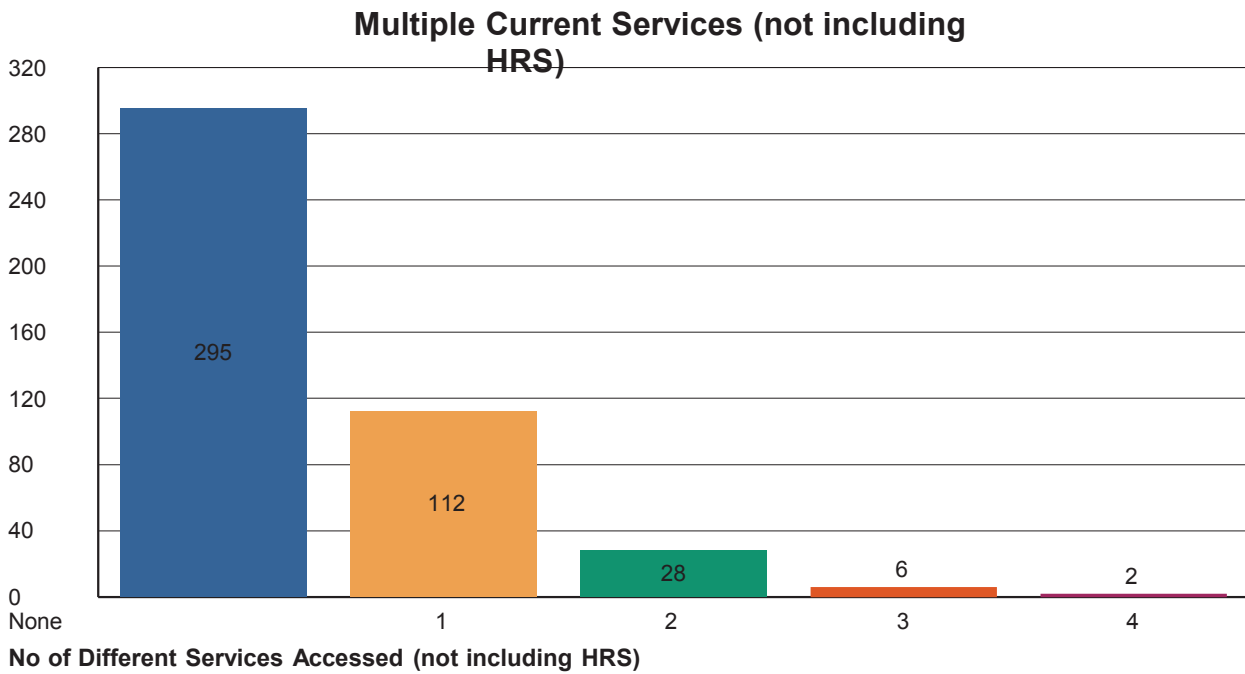
	Number
<b>Total</b>	443
<b>Yes</b>	4
<b>No</b>	411
<b>Unspecified</b>	28

**Dependent Adults**



**Section: Current Services**

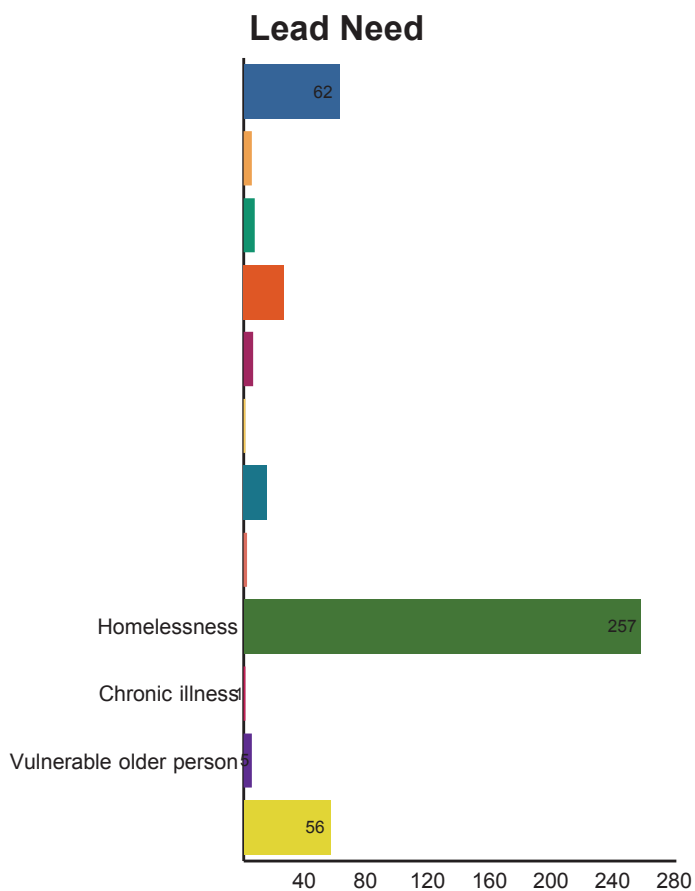
Housing Related Support	129
Adult Social Services	24
Children & Family Services	60
Community Drug & Alcohol Service	28
Probation Service	29
Youth Justice Service	4
Community Mental Health Service	43
Child & Adolescent Mental Health Service	5
Forensic Mental Health Service	1



## Section: Support Needs

	Low	Medium	High
Domestic Abuse	18	20	79
Learning Difficulties	22	10	5
Mental Health	29	54	28
Alcohol	31	25	34
Drugs	26	30	20
Refugee/Immigration	19	0	0
Physical/Sensory Disability	19	14	2
Vulnerable Young Person	10	12	59
Offending	30	19	19
Homelessness	20	81	217
Chronic Illness	17	9	1
Vulnerable Older Person	19	13	10
Feeling Safe	23	36	87
Safety of self/others	22	23	60
Accommodation	15	25	143
Relationships	23	49	54
Community Inclusion	23	42	29
Managing Money	20	39	41
Educations/Learning	26	34	20
Employment/Volunteering	19	32	29
Physical Health	35	23	21
Healthy and Active Lifestyle	25	33	20

LEAD NEED	Number
<b>Total</b>	443
Domestic abuse	
<b>Domestic abuse</b>	62
Learning difficulties	
<b>Learning difficulties</b>	5
Mental health	
<b>Mental health</b>	7
Alcohol	
<b>Alcohol</b>	26
Drugs	
<b>Drugs</b>	6
Physical / sensory disability	
<b>Physical / sensory disability</b>	1
Vulnerable young person	
<b>Vulnerable young person</b>	15
Offending	
<b>Offending</b>	2
Homelessness	
<b>Homelessness</b>	257
Chronic illness	
<b>Chronic illness</b>	1
Vulnerable older person	
<b>Vulnerable older person</b>	5
Unspecified	
<b>Unspecified</b>	56

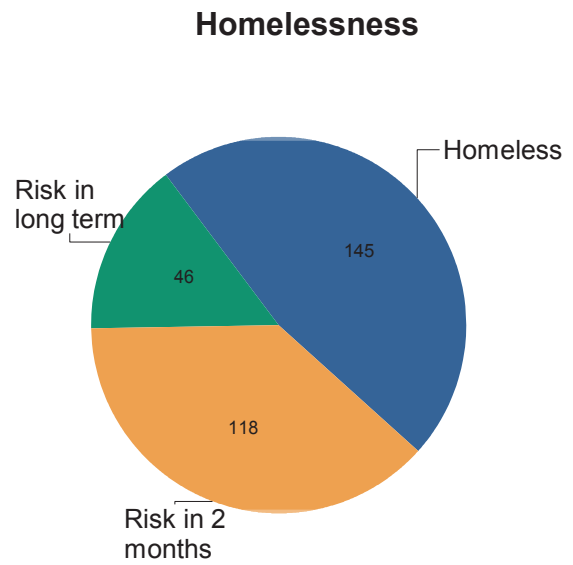


## Section: Accommodation Needs

HOMELESSNESS	Number
Homeless at time of completing form	145
Risk of homelessness in 2 months	118
Risk of homelessness in long term	46

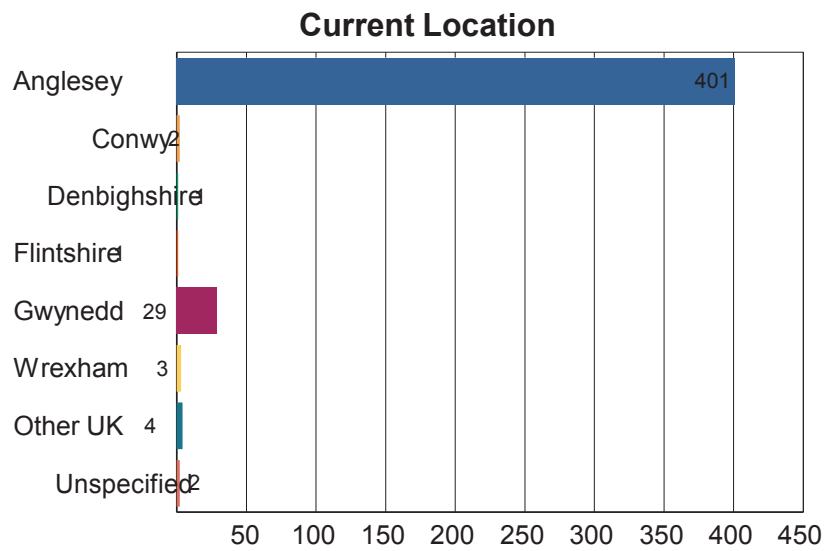
NOWHERE TO STAY TONIGHT?	Number
Box ticked	33

Notice of eviction	86
Condition/suitability of property	35
Rent/mortgage arrears	20
Family/relationship breakdown	155
Neighbour disputes/harassment	4

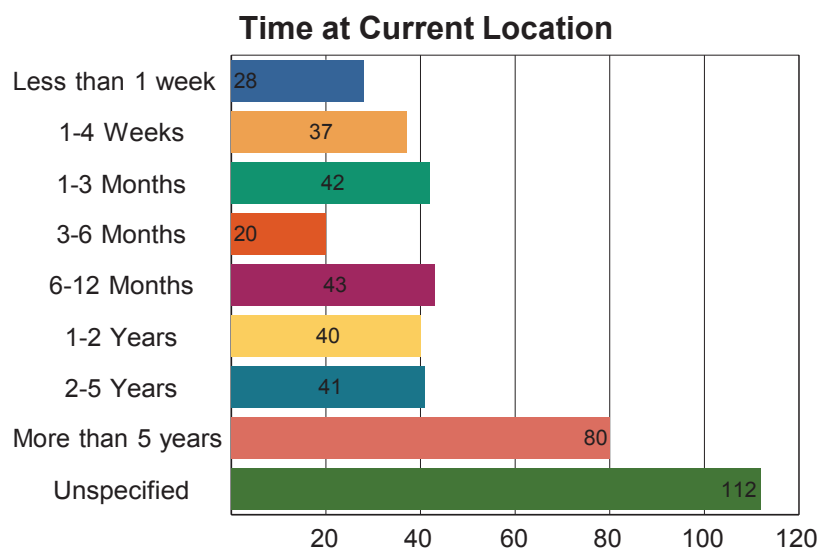


## Section: Current Location

CURRENT	Number
Total	443
Anglesey	401
Conwy	2
Denbighshire	1
Flintshire	1
Gwynedd	29
Wrexham	3
Other UK	4
Unspecified	2



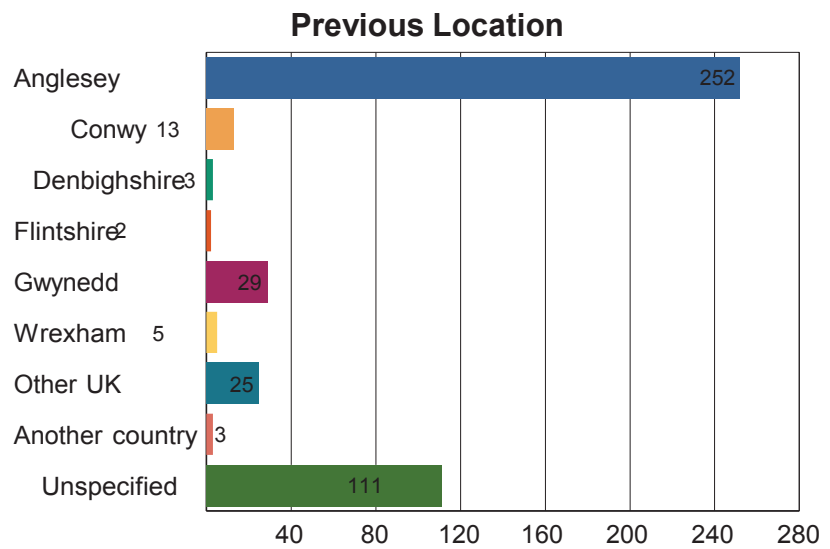
TIME	Number
Total	443
Less than 1 week	28
1-4 Weeks	37
1-3 Months	42
3-6 Months	20
6-12 Months	43
1-2 Years	40
2-5 Years	41
More than 5 years	80
Unspecified	112





## Section: Previous Location

PREVIOUS	Number
Total	443
Anglesey	252
Conwy	13
Denbighshire	3
Flintshire	2
Gwynedd	29
Wrexham	5
Other UK	25
Another country	3
Unspecified	111



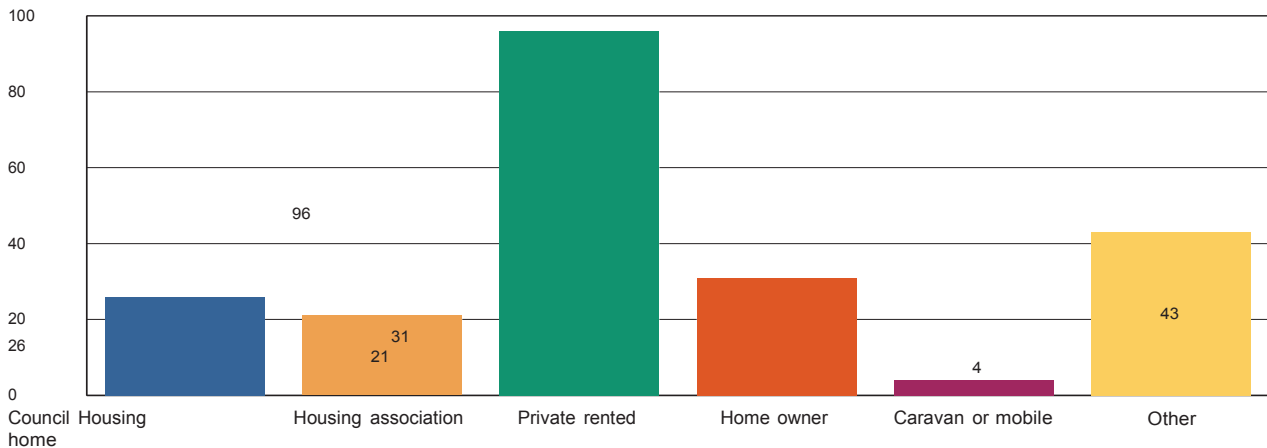
## TIME AT CURRENT LOCATION / PREVIOUS LOCATION

		Anglesey	Conwy	Denbighshire	Flintshire	Gwynedd	Wrexham	Other UK	Another country	Unspecified
<b>Total</b>	443	252	13	3	2	29	5	25	3	111
<b>Less than 1 week</b>	28	18	3	1	1	4	0	1	0	0
<b>1-4 Weeks</b>	37	22	5	0	0	4	3	2	0	1
<b>1-3 Months</b>	42	25	1	0	1	5	1	7	0	2
<b>3-6 Months</b>	20	15	1	0	0	1	1	1	0	1
<b>6-12 Months</b>	43	32	0	0	0	0	0	4	0	7
<b>1-2 Years</b>	40	26	0	1	0	6	0	2	0	5
<b>2-5 Years</b>	41	27	0	0	0	2	0	1	1	10
<b>More than 5 years</b>	80	57	0	0	0	1	0	3	0	19
<b>Unspecified</b>	112	30	3	1	0	6	0	4	2	66

## Section: Current Accommodation

<b>FIXED ACCOMMODATION</b>	<b>Total</b>	<b>Living in the Home of Family / Friends</b>	<b>Others</b>
Council Housing	26	1	25
Housing association	21	1	20
Private rented	96	2	94
Home owner	31	1	30
Caravan or mobile home	4	0	4
Other	43	1	42
Unspecified	222	40	182

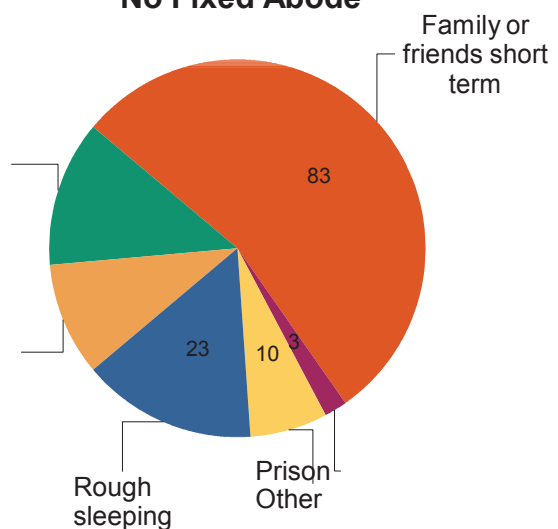
### Current Accommodation



## NO FIXED ABODE

	<b>Total</b>
Rough sleeping	23
Night shelter / hostel	15
Hotel or B&B	19
Family or friends short term	83
Prison	3
Other	10
Unspecified	290

## No Fixed Abode



## Section: Preferred Location

Anglesey	342
Conwy	6
Denbighshire	3
Flintshire	2
Gwynedd	37
Wrexham	4
Other UK	4
Another Country	1

## Section: Preferred Accommodation

### ORDINARY ACCOMMODATION

Council housing	223
Housing association	162
Private rented	209
Home owner	12
Caravan or mobile home	23
Other	13

### SUPPORTED ACCOMMODATION

Self contained supported housing	24
Shared supported housing	21
Sheltered housing	11
Supported lodgings	0
Refuge or safe-house	2
Short term hostel	13
Residential rehabilitation facility	1
Nursing or residential care home	0
Other supported accommodation	5

## Section: Equalities Information

CARER	Total
Total	443
Yes	1
No	198
Unspecified	244

### ETHNICITY:

A. WHITE	Total
Total	375
White	375

B. MIXED	Total
Total	3
White & Black Caribbean	2

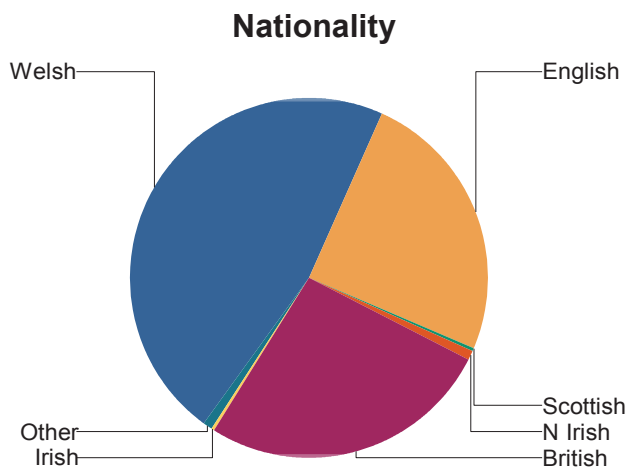
E. OTHER GROUPS	Total
Other	1

C. ASIAN OR ASIAN BRITISH	Total
Total	1
Other	1

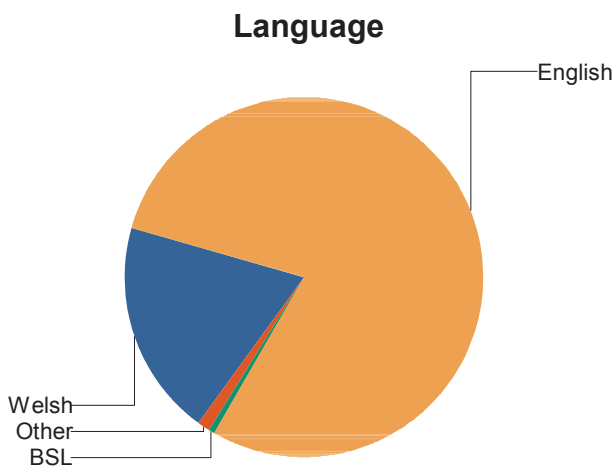
D. BLACK OR BLACK BRITISH	Total
	0

	Total
Total	1
Gypsy / Traveller	1

NATIONALITY	Total
Total	387
Welsh	181
English	95
Scottish	1
N Irish	4
British	102
Irish	1
Other	3



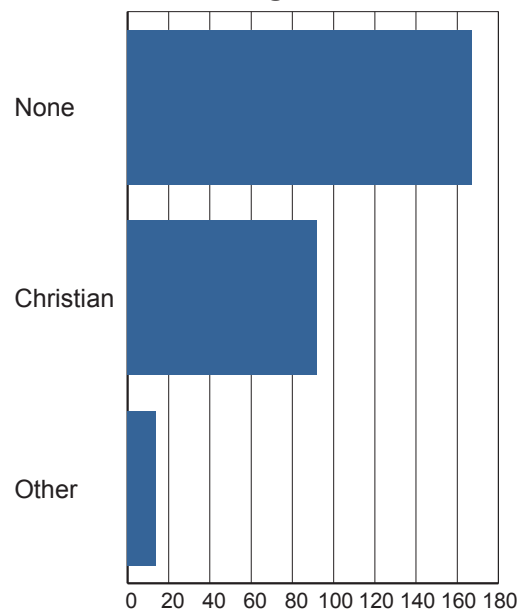
LANGUAGE	Total
Total	380
Welsh	74
English	300
BSL	2
Other	4



LANGUAGE	Total
Total	4
Portuguese	3
Romanian	1

**RELIGION**

**Religion**



	Total
Total	273
None	167
Christian	92
Other	14

<b>Mobility impairment</b>	14
<b>Sight impairment</b>	3
<b>Hearing impairment</b>	2
<b>Dexterity impairment</b>	4
<b>Learning difficulty</b>	9
<b>Mental health</b>	24
<b>Other impairment</b>	9

<b>GENDER SAME AS AT BIRTH</b>	<b>Total</b>
<b>Total</b>	443
<b>Yes</b>	259
<b>No</b>	9
<b>Unspecified</b>	175

**SEXUAL ORIENTATION**

	<b>Total</b>
<b>Total</b>	443
	443

## AGENDA ITEM

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>EXECUTIVE COMMITTEE</b>
<b>Date</b>	<b>2 December, 2013</b>
<b>Subject</b>	<b>Use of Supplementary Planning Guidance (SPG) on Onshore Wind Energy in planning decisions</b>
<b>Portfolio Holder(s)</b>	<b>Councillor John Arwel Roberts</b>
<b>Lead Officer(s)</b>	<b>Jim Woodcock</b>
<b>Contact Officer</b>	<b>Jim Woodcock, ext: 2402, <a href="mailto:jwxpl@anglesey.gov.uk">jwxpl@anglesey.gov.uk</a></b>
<b>1.0 Nature and reason for reporting</b>	
To confirm the Council's stance in dealing with applications for wind turbines.	

<b>A – Introduction / Background / Issues</b>
<p>1. Full Council adopted the Onshore Wind Energy SPG on 24.1.13. A copy is available at:  <a href="http://www.anglesey.gov.uk/Journals/2013/04/03/m/p/c/SPG_Wind_Energy_Adopted_2013.pdf">http://www.anglesey.gov.uk/Journals/2013/04/03/m/p/c/SPG_Wind_Energy_Adopted_2013.pdf</a></p> <p>2. Contrary to Officer recommendation, the Council approved among other changes, the following significant amendments:</p> <ul style="list-style-type: none"> <li>(i) For wind turbines over 20 metres, the separation distances from residential or tourism properties will be the greater of 500 metres or 20x tip height;</li> <li>(ii) Medium and large wind turbines within the Area of Outstanding Natural Beauty (AONB) or within 2 kilometres will not be supported.</li> </ul> <p>The Monitoring Officer advised against making any amendments to the draft SPG which could leave it, or decisions made under it, open to legal challenge because of fettering discretion under the policies or applying arbitrary separation distances which the Council could not defend on appeal. The Monitoring Officer also reminded Members of the Commissioners' reserve powers.</p> <p>3. The Planning and Orders Committee determines all applications for wind turbines with the exception of very small residential turbines. Since the adoption of the SPG the Planning Committee has considered 8 planning applications and Members have raised concerns that Officers are disregarding the Council's amendments referred to above.</p>

## **B - Considerations**

The main considerations are as follows:

4. When making recommendations to the Planning and Orders Committee, Planning Officers refer to and take into account the SPG approved by Full Council. Officers do not ignore the Council's amendments to the SPG and do not highlight the fact that the SPG is lacking evidence to Planning Inspectors in the event of an appeal. However, they are professionally bound to recognise that:
  - (i) Any SPG, while it is an important material consideration, is guidance only and must consider other material considerations
  - (ii) SPG cannot create new policy and the separation distances do not form part of the Development Plan policy
  - (iii) The separation distances are not supported by any evidence that those particular distances should apply to particular applications. At the end of the day, they have been chosen arbitrarily
  - (iv) To refuse an application based on the amendments to the SPG would open the Council up to a potential award of costs against it for using unsubstantiated reasons.

Members are advised to adopt the same approach in Committee reports.

5. In recent appeal decisions for turbines at Bodneithior and at Maes Mawr, Planning Inspectors have drawn the Council's attention to three issues:
  - (i) The separation distance amendments have not been subject to a public consultation exercise
  - (ii) Do not reflect development plan policy
  - (iii) The Council has not submitted any evidence for the separation distances.
6. SPG should only interpret existing policy and not make new policy. The Local Development Plan (LDP) is the appropriate mechanism for making, changing or updating planning policy. The Joint Planning Policy Unit has commissioned a Renewable Energy Capacity Assessment and a Landscape Sensitivity and Capacity Study and these will be fed into the Deposit version of the LDP. This will enable the Council to further consider issues around separation distances.
7. It would be possible to instigate public consultation on the separation distance amendments and, no doubt, there would be overwhelming support. However, it is considered that this would be a fruitless exercise because hard evidence for



specifying the particular distances is lacking.

8. In appeal cases in England, Planning Inspectors do not support refusals based on separation distances, even when they have been subject to public consultation, and allow appeals based on this reason for appeal. The current SPG has already been subject to two rounds of public consultation which were very resource intensive. A further round would utilise valuable staff time in the Joint Planning Policy Unit at a financial cost to the Council. Progress on the LDP has been delayed although measures have been put in place to catch-up with the timetable. A further separate public consultation on the SPG would run the real risk of delaying progress on the preparation of the LDP.

9. In any case, the Council will be consulting on the Deposit Plan in May/June, 2014.

<b>C – Implications and Impacts</b>		
<b>1</b>	<b>Finance / Section 151</b>	Final response awaited
<b>2</b>	<b>Legal / Monitoring Officer</b>	The advice given to full Council on 24.1.13 remains good advice
<b>3</b>	<b>Human Resources</b>	
<b>4</b>	<b>Property Services</b> (see notes – separate document)	
<b>5</b>	<b>Information and Communications Technology (ICT)</b>	
<b>6</b>	<b>Equality</b> (see notes – separate document)	
<b>7</b>	<b>Anti-poverty and Social</b> (see notes – separate document)	
<b>8</b>	<b>Communication</b> (see notes – separate document)	
<b>9</b>	<b>Consultation</b> (see notes – separate document)	

<b>C – Implications and Impacts</b>		
	document)	
<b>10</b>	<b>Economic</b>	
<b>11</b>	<b>Environmental</b> (see notes – separate document)	The Council has considered its duties under the Countryside and Rights of Way (CROW) Act, 2000 and under the Natural Environment and Rural Communities (NERC) Act, 2006 when preparing the Supplementary Planning Guidance
<b>12</b>	<b>Crime and Disorder</b> (see notes – separate document)	
<b>13</b>	<b>Outcome Agreements</b>	

<b>CH - Summary</b>
10. In making recommendations to the Planning and Orders Committee, Planning Officers take into account the approved SPG but are able to give very little weight to the separation distances specified in the SPG because they do not reflect the provisions of the Development Plan and raise questions about the robustness of the rationale for a fixed buffer distance which ignores the particular characteristics and context of an individual proposal.

<b>D - Recommendation</b>
The Executive Committee confirms that any amendments to the Council's policy for Onshore Wind Energy proposals are considered as part of the process of preparing the Local Development Plan.

**Name of author of report:** Jim Woodcock  
**Job Title:** Head of Planning & Public Protection  
**Date:** 6<sup>th</sup> November, 2013

<b>Appendices:</b>
None

## **Background papers**

Minutes of Full Council meeting on 24.1.13

<http://democracy.anglesey.gov.uk/documents/s1766/Minutes%2024%20January%202013.pdf?LLL=0>

Supplementary Planning Guidance on Onshore Wind Energy (January, 2013)

[http://www.anglesey.gov.uk/Journals/2013/04/03/m/p/c/SPG\\_Wind\\_Energy\\_Adopted\\_2013.pdf](http://www.anglesey.gov.uk/Journals/2013/04/03/m/p/c/SPG_Wind_Energy_Adopted_2013.pdf)

Appeals Decisions:

Bodneithior (PINS reference APP/L6805/A/12/2177165)

Maes Mawr (PINS reference APP/L6805/A/13/21959)

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>Executive Committee</b>
<b>Date</b>	<b>2<sup>nd</sup> December 2013</b>
<b>Subject</b>	<b>Draft New Nuclear Build at Wylfa Supplementary Planning Guidance</b>
<b>Portfolio Holder(s)</b>	<b>Councillor J. Arwel Roberts</b>
<b>Lead Officer(s)</b>	<b>Jim Woodcock (Head of Regulation)</b>
<b>Contact Officer</b>	<b>Christian Branch (Economic and Community Regeneration)</b>
<b>Nature and reason for reporting:</b>	
<p>To seek the Executive Committee's support for the release of the draft New Nuclear Build at Wylfa Supplementary Planning Guidance for public consultation in January / February 2014</p>	

<b>A – Introduction / Background / Issues</b>
<p>The proposed major energy developments on the island, in particular the New Nuclear Build (NNB) at Wylfa, provide the IACC with a unique and unprecedented opportunity to contribute positively towards the socio-economic transformation of the island (and the wider region).</p> <p>Supplementary Planning Guidance (SPG) is a means of setting out detailed thematic or site specific guidance on the way in which national and local policies will be applied in particular circumstances or areas. Given the lack of a robust local planning policy framework (until the Joint Local Development Plan is adopted), the purpose of the NNB SPG is to provide high level guidance (based on evidence) to influence and inform Horizon Nuclear Power's (HNP) current and future strategic decision making. The scale, complexity and timescales of the proposed NNB project makes the preparation of the SPG a priority.</p> <p>The County Council has a key role in the statutory consenting processes in relation to the NNB project (outside the nuclear site boundary). Once adopted, the SPG will enable the County Council to make robust decisions on all NNB related enabling works and associated development (Town and County Planning) applications it receives. The document will ensure that the potential impacts of the NNB and its associated developments are identified and mitigated where possible, and that the socio-economic benefits associated with the construction and operation of the power station are fully realised. The SPG will also be a critical enabler to achieving the County Council's economic ambitions through utilising the land use planning system.</p> <p>The NNB SPG is intended as a project specific guidance that is being developed outside of the emerging Joint Local Development Plan (however both documents will share the same evidence base).</p>

The preparation of the SPG is being coordinated by the Economic and Community Regeneration Service's Project Management Office (PMO) under the guidance of a number of IACC Senior Officers. AMEC (the County Council's providers of multi-disciplinary support and expertise) are responsible for drafting the document. Resources to fund the preparation of the SPG have been secured through the Planning Performance Agreement with HNP.

Given the scale and significance of the NNB Project, the SPG will comprise a total of 16 documents. The SPG will include:

- An overview of the NNB project and its associated developments;
- A summary of the existing national and local policy framework;
- The County Council's Vision of the NNB project;
- High level/ project-wide strategic guidance in relation to key issues/ topics, including Economic Development, Tourism, Housing, Population and Community, Welsh Language and Culture, Transport, Utilities, Waste and the Environment;
- Locational guidance outlining where associated developments could be located on the island;
- 10 Topic Papers (which are the SPG's evidence base);
- A series of statutory assessments (Sustainability Appraisal, Equality Impact Assessment, Welsh Language Impact Assessment, Habitat Regulations Assessment and Health Impact Assessment).

The draft SPG is being prepared and compiled at present but is expected to be ready for consultation in early 2014.

The PMO is preparing a programme of engagement activities with Members to ensure common understanding and improved awareness of the purpose, scope and content of the SPG. These activities are scheduled to be undertaken at the turn of the year.

It is imperative that the SPG is prepared and adopted by the County Council during Spring 2014 in order to precede any NNB related enabling works and associated development Town and Country Planning Applications by HNP and/or any pre application consultation by the developer.

## **B – Considerations**

The importance of the SPG to both the County Council and HNP cannot be underestimated. The SPG will provide evidence based guidance, linked to policy, against which all nuclear new build enabling works and associated development applications will be assessed. It will also provide clarity to HNP in relation to the County Council's aspirations and expectations if the proposed new nuclear build project progresses.

The SPG will help underpin statutory planning obligations (e.g. s.106 agreements) to ensure necessary mitigation measures are put in place. Non material planning

considerations related to Community Benefit Contribution opportunities will be subject to separate processes and protocols. The SPG will also assist the IACC to ensure the realisation of major economic diversification and transition opportunities for Anglesey. It is important to note that the NNB SPG will focus on the mitigation of potential negative impacts and maximising positive benefits from the project, rather than the principles of nuclear power.

It is standard practice for all SPGs to go through a period of internal consultation in order to obtain the professional opinion of relevant members of staff. This initial stage of consultation has already taken place and the final draft of the SPG will consider and respond to the views of officers who commented on the earlier version of the document.

Before the IACC can adopt the SPG, it is also necessary to undertake external consultation, usually over a six week period, which gives the general public the opportunity to comment. It is also imperative that Members have a sound understanding of the SPG and its principles in order to contribute to the document's consultation and final preparation. All comments will be taken into consideration and the document will be revised as appropriate (prior to it being presented to the Full Council for adoption in Spring 2014).

<b>C – Implications and Impacts</b>		
<b>1</b>	<b>Finance / Section 151</b>	
<b>2</b>	<b>Legal / Monitoring Officer</b>	
<b>3</b>	<b>Human Resources</b>	N/A
<b>4</b>	<b>Property Services (see notes – separate document)</b>	N/A
<b>5</b>	<b>Information and Communications Technology (ICT)</b>	N/A
<b>6</b>	<b>Equality</b> (see notes – separate document)	The NNB SPG has been subject to a number of assessments, including an Equality Impact Assessment, Sustainability Appraisal and Welsh Language Impact Assessment.
<b>7</b>	<b>Anti-poverty and Social</b> (see notes – separate document)	The SPG will support and influence the creation and location of new employment opportunities on Anglesey, in addition to encouraging opportunities for local businesses to capitalise upon emerging supply chain opportunities.
	<b>Communication</b> (see notes – separate document)	The PMO has been responsible for ensuring effective internal and external communication regarding the preparation of

<b>C – Implications and Impacts</b>		
		the SPG.
<b>9</b>	<b>Consultation</b> (see notes – separate document)	A Consultation Plan has been prepared to support the preparation of the SPG and determine what consultation activities will be undertaken in 2014.
<b>10</b>	<b>Economic</b>	A comprehensive SPG will provide an opportunity to influence HNP's development proposals to ensure positive economic benefits and a long term legacy for Anglesey.
<b>11</b>	<b>Environmental</b> (see notes – separate document)	The Council's duties under the Countryside and Rights of Way (CROW) Act, 2000 and the Natural Environment and Rural Communities (NERC) Act, 2006 have been considered in the preparation of the SPG
<b>12</b>	<b>Crime and Disorder</b> (see notes – separate document)	Crime has been identified as a key policy topic within the SPG.
<b>13</b>	<b>Outcome Agreements</b>	N/A

<b>CH - Summary</b>
<p>The proposed NNB at Wylfa provides an unprecedented opportunity for the IACC to facilitate and support the realisation of major economic diversification and transition on Anglesey.</p> <p>The NNB SPG will be instrumental in providing evidence based guidance to influence the development and implementation of the Project so that local positive benefits are maximised to provide long term support to the island and its communities.</p> <p>Public consultation on the draft NNB SPG is required in order to ensure that its content, scope of guidance and evidence base is accurate and robust, and that its preparation has been transparent.</p>

<b>D - Recommendation</b>
<b>To support the release of the New Nuclear Build Supplementary Planning Guidance for public consultation in January/February 2014</b>

**Name of author of report:** Christian Branch (on behalf of Jim Woodcock)  
**Job Title:** PPA Implementation Lead (on behalf of Head of Regulation)  
**Date:** 5/11/13



<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>Executive Committee</b>
<b>Date</b>	<b>2 December</b>
<b>Subject</b>	<b>Capacity and Resources for Change</b>
<b>Portfolio Holder(s)</b>	<b>Alwyn Rowlands</b>
<b>Lead Officer(s)</b>	<b>Deputy Chief Executive</b>
<b>Contact Officer</b>	<b>Deputy Chief Executive</b>

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

The purpose of this report is to outline the additional capacity that it is currently anticipated the Council will need in order to support the delivery of the Transformation Plan and, for the Executive to approve the funding of these posts from the cost of change budget.

### **2. Background**

The Transformation Plan was approved in January 2013 by the Executive. Since that time a Corporate Programme Manager has been appointed to support the delivery of the Plan and in particular to set up the proper governance arrangements.

The transformation of services is critical to the future sustainability of the council. Many of IOACC services are in need of modernisation to both ensure their effectiveness in meeting need, present and future aspirations and to become more efficient and/or sustainable.

Three Programme Boards have been established and each of these have now prioritised their work streams. See Appendix 1.

We therefore now need to rapidly move into delivery mode. In order for delivery to be achieved the need for additional capacity was identified by the previous council with the allocation of £500k within the current year budget for the Cost of Change.

This paper outlines the capacity which is required to be built within the Transformation Team to deliver the priority work streams.

### **3. Priority Programmes/Projects Resource Requirements**

In order to deliver the strategic service changes required increased capacity is needed. This will enable a focus on the challenging agenda ahead and work undertaken to develop the change programmes has identified the requirement for the roles set out below.<sup>1</sup>

Unless otherwise stated while the post holders will work under the project leadership of the Senior Responsible Officer (usually a Director) and closely with the Head of Service, the posts referred to below will be managerially located in the new Corporate Transformation Department. This is to ensure that post holders are not distracted or reallocated from Transformation projects to cover operational service requirements.

This arrangement also has the benefit of developing a team of individuals who can cover and supplement capacity as required across the Transformation projects.

In this way capacity and focus will be brought together to drive the agenda forward with pace.

#### **3.1 Adult Social Care**

Adult Social Care has a significant change agenda ahead and the need for additional capacity to drive and implement the change has been identified.

A Programme Manager post was agreed in 2012/13 to address the Residential Homes agenda but now the Programme has been explored more fully 6 interrelated work streams have been identified. Given the complexity and

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<sup>1</sup> Full Job Descriptions need to be developed and then evaluated

sensitivity of the programme progress is currently proving too slow. There have been some constructive developments more recently and there is a need to maintain this momentum. Such developments includes taking forward proposals for investment in Extra Care Housing and determining how to support the change agenda with reference to the current residential provision and services for residents. This is having the consequence of staff and members being confused over the plan, a growing anxiety as to whether the required changes will be delivered and significant concern over the consequences to the budget. Additional focused, senior capacity is urgently needed to disengage the transformation agenda from the operational pressures and management of the service. Visible progress is now needed.

There is therefore the requirement for a Strategic Transformation Project Manager for adult social care.

The role of this individual being to define the programme, prioritise and to oversee and manage all aspects of delivery.

This role should clarify the current uncertain responsibilities and provide clear senior leadership to get on with the work in a co-ordinated and prioritised manner, leaving the Head of Service to concentrate on delivering business as usual and some of the smaller operational changes required for improvement.

### **3.2 Education Transformation**

There are 7 key areas of activity which have been identified to respond to the Estyn report.

These primarily fall into 3 areas:-

- i) Raising standards
- ii) Improving the way the Education Department works
- iii) Reducing surplus places.

A Programme Board has been established to oversee the full PIAP.

The role of the new HoS will be to concentrate on areas i) and ii) which are in effect business as usual for the Education Department. They will therefore, be supported from within the department to drive these agendas and Transformation Monies have been made available to enhance the capacity in these areas through the appointment of a Senior School Standards and Inclusion Officer.

It is proposed for the third area (Reducing Surplus Places) that a specific Project Manager is appointed as part of the Transformation Team to manage the individual School projects once agreements have been reached and they are ready to progress e.g. the new 21<sup>st</sup> Century Primary School in Holyhead.

### **3.3 Asset Transformation**

Much of the transformation agenda will impact on the Council's assets and, therefore, in order to be successful it is proposed that a Strategic Asset Programme Manager is created to drive asset rationalisation and transformation, and to provide professional advice to the key service transformations working as part of the Corporate Transformation Team.

Specific responsibilities would include;

- Office Rationalisation and Agile working
- Strategic Property Asset Rationalisation Plan
- Project managing service and asset transfers to community organisations
- Property expertise in particular to the school, social care and leisure services modernisation programmes.
- Leading on the liaison between the Transformation Programmes and the property and legal departments on all matters related to estate rationalisation and on commissioning proper technical support for projects.

It is also proposed that the post holder will also get support from a grant funded post (Economic Development) the role of which is to support the development of the 3<sup>rd</sup> sector.

### **3.4 Transformation and Governance Business Manager**

Full business cases will need to accompany all of the major transformation projects. Currently such a regime is not well embedded within the work of the Council.

The business case for example for the Adult Social Care changes will require significant work as will the business cases for individual school changes.

Business cases are more than just finance and need a strategic understanding of the Council, the service in question and an analysis of available information, statistics and options.

It is expected that this post holder will develop an expertise in Business Cases, co-ordinating those which are complex and significant to the authority and which will form the basis of the transformation agenda. In particular;

- Schools modernisation
- Social care Modernisation
- Asset rationalisation
- Leisure Services

The post holder will also provide advice to others in the development of Business Cases and will have a role in challenging these before their formal submission.

They will lead on the liaison between the Transformation programmes and the Section 151 Officer, in relation to the provision of financial support and information to the Programmes and Business Cases.

There is also a need to annually review the Council's governance arrangements and to ensure that this element of our transformation continues with robust arrangements in place. This role will also therefore annually produce the Governance Statement and will throughout the year track progress in this area.

### **3.5 Summary**

Executive approval is sought to the creation of these posts for a period of three years which will be funded through the Cost of Change Budget.

It is estimated that the cost of these posts will be in the region of £204,642 for a full year.

<b>4.0 Implications and Impacts</b>		
1	<b>Finance / Section 151</b>	<p>The base budget for 2013/14 includes an amount of £500k for the cost of change. The request for funding to improve is a total of £300k and can be funded from this cost of change budget. The council will be experiencing significant budget reductions over the next few years and it is crucial those savings are met through transformation and any investment into posts to achieve transformation should be justified and appropriate options considered. The posts in Education and Adult Social care have been discussed with S151 and clear plans are in place to justify the posts. The Asset Transformation posts has not been discussed with S151 and clarity that the capacity is currently not available within the service and duties of this post are not currently being carried out within the service are sought.</p> <p>The Transformation and Governance post makes reference to the preparation of business cases. Clarity over how this would work in practice should be sought as my understanding is that there will be duplication with the work of the leads of the Education, Assets and Adult social care leads and finance. The S151 officer and Finance Managers within the department will be working direct with the project leads with regards to the provision of financial information and will be supporting the projects not the Transformation and Governance Business Manager and this has been considered in the Finance structure currently being implemented and therefore there is a clear duplication with this post and those currently funded within Finance. The</p>

<b>4.0 Implications and Impacts</b>		
		<p>production of the annual governance statement is part of the role of Internal Audit and forms part of the accounts.</p> <p>The Information Governance action plan support the investment into Information Governance.</p> <p>S151 advice to fund the Information Governance support, Adult, Assets and Education and put appropriate measures to monitor the return on this investment, and to obtain further clarity over the role of Transformation and Governance Business Manager before agreeing to fund as there are clear duplications with the service provided by the Finance Department.</p>
<b>2</b>	<b>Legal / Monitoring Officer</b>	
<b>3</b>	<b>Human Resources</b>	
<b>4</b>	<b>Property Services</b> (see notes – seperate document)	
<b>5</b>	<b>Information and Communications Technology (ICT)</b>	
<b>6</b>	<b>Equality</b> (see notes – seperate document)	
<b>7</b>	<b>Anti-poverty and Social</b> (see notes – seperate document)	
<b>8</b>	<b>Communication</b> (see notes – seperate document)	
<b>9</b>	<b>Consultation</b> (see notes – seperate document)	

<b>4.0 Implications and Impacts</b>		
	document)	
<b>10</b>	<b>Economic</b>	
<b>11</b>	<b>Environmental</b> (see notes – seperate document)	
<b>12</b>	<b>Crime and Disorder</b> (see notes – seperate document)	
<b>13</b>	<b>Outcome Agreements</b>	

**Name of author of report**  
**Job Title**  
**Date**

**Bethan Jones**  
**Deputy Chief Executive**  
**19 November 2013**



Drivers						
Self Assessment	Improvement Plan	Asset Management	Regulatory Activity	Risk	Corporate Plan	Efficiencies
Information Governance HoS Restructure	Recovery of Education Service (ESTYN PIAP) Transformation of Leisure Service	Schools Modernisation Leisure	Estyn PIAP IA - Deputy Chief Executive Directorate	HOS Restructure (YM9) Job Evaluation (YM32, YM34)	In development	In development
Programme Management	Transformation of Older People	Older Adult Social Care	IA - Community Services Directorate	Asset Management (YM22)		
Medium Term Leisure Strategy	Continuation of Children Services Improvements	Office Accommodation	IA - Lifelong Learning Directorate	IT Strategy (YM7)		
IT Strategy Develop Two Area Based Regeneration Frameworks (Three Towns Projects?)		Libraries	IA - Sustainable Development Directorate	Information Governance (YM31) Welfare Reform (YM15)		
Community Engagement Customer Services Excellence				Estyn PIAP (YM23, YM24, Older Adult Social Care (YM5)		
Job Evaluation				Continuation of Children Services Improvements (YM16)		
People Strategy Older Adults Modernisation Programme				Affordable Housing (YM38) Leisure Services Programme (YM37) Waste Management		
ESTYN PIAP Corporate Plan						

Transformation Programme Boards - HIGH Priority Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
<b>Energy Island Programme - Workstreams:</b> > (01) Education, Skills > (02) Supply Chain > (03) Behaviour Change > (04) Strategic Infrastructure > (05) Community Health, Safety & Wellbeing > (06) Major Energy Delivery Team > (07) Research & Development <b>Regeneration Programme:</b> > Welfare Reform Project (p) > Housing Strategy (t) > Local Development Plan (t) <b>Destination Management Planning (p)</b> <b>EU Funding Programme:</b> > Local Investment Fund (p) > Sites and Premises (p) > Ymwel a Mon (p) > Three Towns (p) > Coastal Projects (p) <b>Single Integrated Plan (partnerships) (t)</b> <b>Affordable Housing (LAMS)Project (p)</b>	<b>Estyn PIAP Programme:</b> > Standards (p) > Schools Modernisation Programme (Pr) <b>Efficiency Strategy (t)</b> <b>Modernising Older Adult Social Care Programme:</b> > Reablement (p) > Enhancing Accommodation (p) > Schedule of Rates (t) > Procurement / Brokerage (t) <b>Waste Management Programme:</b> > Development of a Waste Management Strategy (t) > Recycling (p) <b>BMU (DLO) Project (p)</b>	<b>HR Programme:</b> > Develop the People Strategy (t) > Job Evaluation & Single Status (p) > Improve HR Systems and Assessable Workforce Data (Northgate) (p) <b>Develop IT Strategy (t)</b> <b>Skill the Authority to Meet the Challenges Programme:</b> > Develop Programme & Project Man. Framework (t) > Strategy for Lean Systems Techniques (t) <b>Office Accommodation &amp; Agile Working - Smarter Working on Anglesey (p)</b> <b>Customer Services Excellence Project (p)</b> <b>HOS Review Role &amp; Function (t)</b> <b>Staff Awards (t)</b> <b>Develop the Corporate Plan (t)</b> <b>Information Governance Project (p)</b>

Transformation Programme Boards - MED/LOW Priority Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
<b>Mon a Menai Regeneration Programme (Pr)</b> <b>Lluddo'n Lleol (p)</b>	<b>POTENTIAL (p)</b> <b>Transport Cost Reduction - TAITH (Cp)</b> <b>Highway Roads Financial Review (t)</b>	<b>Business Continuity Plan (t)</b> <b>New Housing System - ORCHARD (Phase 2) (p)</b> <b>Building Control Service (Cp)</b> <b>NW Legal Collaboration (Cp)</b> <b>Community Infrastructure Levy (Cp)</b> <b>Emergency Planning (Cp)</b> <b>NW Public Protection Collaboration (Cp)</b> <b>NW Trading Standards Collaboration (Cp)</b>

Transformation Programme Boards - ON HOLD(*)/NOT STARTED Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
<b>Taith I Waith (p)</b> <b>Resilience (p)</b> <b>Developing New Skills in the Community (p)</b> <b>Age Friendly Communities (p)</b> <b>Re-address the Signage of all Blue flag Beaches (p)</b> <b>New EU Projects (p)</b> <b>Landscape Partnership Programme &amp; Anglesey Fens (Pr)</b> <b>AONB Management Plan (Renewal) (t)</b>	Review the provision of support services for children with disabilities with a view to remodel the service to work in collaboration with Gwynedd C.C. and partners (Cp)  Implementation of restructuring of the service to improve service delivery to explore new, more mobile and a leaner ways of working (p) Learning Disability (p) Customer Care Programme (Pr) Mon Audit of Social Care Transport (p) SPOA (Single Point of Access - Adult Referrals) (Cp)  OASC Programme - Dementia Project (p) <b>Leisure Services Programme:</b> > Develop a Leisure Service Strategy (t) > Beaumaris LC Outsourcing (p) > Outsourcing Outdoor Parks & Leisure Facilities (p) <b>Library Services Strategy (t)</b> <b>Cultural Services Strategy (t)</b>	Meet the requirements of the Sustainability Act <b>Carbon Reduction Project (p)</b> <b>Commissioning Assessment (p)</b> Ethos Môn – Develop Change Development of a <b>Green Dragon Award (p)</b> <b>E-Planning (p)</b> <b>SS Relocation Of Staff (p)</b> <b>RAISE ICT System Replacement (p)</b> <b>Procurement (p)</b> <b>Contract Management &amp; E-Procurement (p)</b>

Transformation Programme Boards - CLOSED Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
<b>Democratic Renewal Programme (p)</b>	<b>Performance Management Framework (p)</b> <b>Restructuring Public Protection Service (p)</b>	<b>Communication Strategy (t)</b> <b>Embedding Risk Management (t)</b> Ethos Môn – Develop Change Management Capacity and the Anglesey Manager (Phase1) (p) <b>New Housing System - ORCHARD (Phase 1) (p)</b> <b>CCTV Collaboration (Due to be disbanded)</b> <b>Flexible Working Arrangements (Flexi) (p)</b> <b>Staff Travel Terms &amp; Conditions (p)</b> <b>Modernising Finance (p)</b>

Key:  
 Pr - Programme  
 p - Project  
 t - Task  
 Cp - Collaboration Project  
 \* - On Hold

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# CORPORATE SCRUTINY COMMITTEE

## Minutes of the extraordinary meeting held on 15 November, 2013

- PRESENT:** Councillor R.Meirion Jones (Chair)  
Councillor G.O.Jones (Vice-Chair)
- Councillors Lewis Davies, Jeff Evans, Ann Griffith, Victor Hughes,  
Llinos Medi Huws, Raymond Jones, P.S.Rogers
- IN ATTENDANCE:** Chief Executive  
Deputy Chief Executive  
Head of Function (Resources) & Section 151 Officer  
Scrutiny Manager  
Committee Officer (ATH)
- APOLOGIES:** Councillor Jim Evans, Councillors Derlwyn Hughes, Vaughan Hughes (invitees)
- ALSO PRESENT:** Invitees: Councillors Richard Dew, Alwyn Rowlands, John Griffith, Ken Hughes,  
Aled Morris Jones, H.Eifion Jones, R.Llewelyn Jones, Alun Mummery,  
Dylan Rees, R.G.Parry, OBE, J.Arwel Roberts.
- 

### 1 DECLARATION OF INTEREST

No declaration of interest was received.

### 2 CAPACITY AND RESOURCES FOR CHANGE

The report of the Deputy Chief Executive setting out details of the additional capacity which it was anticipated the Council would require to support the delivery of the Transformation Plan to be funded from the cost of change budget was presented for the Committee's consideration. The report was presented for approval originally to the meeting of the Executive held on 21<sup>st</sup> October, 2013.

The Chair recapped on the background to the matter and said that the Executive at its meeting on 21<sup>st</sup> October had deferred consideration of the report to allow the matter to be considered and scrutinised by the Corporate Scrutiny Committee.

The Deputy Chief Executive proceeded to give the Committee a visual presentation which provided background information relating to the Transformation Plan and the timescales involved; the challenges in effecting transformation in the designated service areas and past barriers to change; engagement and communication with staff, the transformation roles and specifically what the proposed additional capacity is expected to achieve and deliver in relation to identified priority work streams. In her presentation the Deputy Chief Executive highlighted the following points –

- The four proposed posts – Education Modernisation Project Manager; Social Care Strategic Transformation Manager; Assets transformation Manager and Governance and Business Officer would be for a tenure ranging from 18 months to 3 years (3 years in the case of the former two posts and 18 months in the case of the latter two posts)
- The posts provide development opportunities for current staff and could be filled on the basis of internal secondments.
- The post holders will work as a team and provide support for other projects thus providing a team of individuals who can cover and supplement capacity as required across the transformation programme.
- The posts will reduce the need for external consultants and the associated costs.
- The Education Project Manager post may be funded from the 21<sup>st</sup> Century Schools Programme.

- The total estimated costs of providing the additional capacity has been reviewed down to £204k following an evaluation of posts.

Members of the Committee and other Members of the Council invited to the meeting were afforded the opportunity to question the Officers regarding the proposal and what it entailed and in the ensuing comprehensive discussion, the following were the primary issues regarding which clarification and explanation was sought –

- The lack of engagement and prior consultation with new Scrutiny Members regarding the Transformation Programme and plans with specific reference to the proposal for additional capacity.
- The pace of change. Some Members questioned the rapidity of change and its possible effects in terms of adding to pressures on staff and depleting staff morale whilst other Members deemed the pace of change over time to be insufficient to address the challenges ahead in certain service areas. The need to implement change sensitively was pointed out as being as important as taking a business- like approach.
- Whether a Voluntary redundancy scheme should have been implemented at the outset when the need for a substantial savings programme was known so that the Authority would be better positioned to assess the staff establishment in terms of available and required capacity.
- Whether the £500k allocated within the current year's budget is adequate to meet the costs of change.
- The linkage between the Heads of Service restructure and the Transformation Agenda in terms of squaring the loss of certain posts with the proposal to establish additional capacity.
- Whether the Governance and Business Officer post duplicates duties undertaken by other officers - specifically the Section 151 Officer - supporting the change projects.
- The reasons for the differentiation in grade/salary of the Corporate Assets Transformation Manager and ASC Transformation Manger compared to that of the School Modernisation Project Manager and the Corporate Transformation and Governance Officer.
- Whether any benchmarking had taken place with other authorities as regards current available capacity in the areas in the report where it has been identified that Anglesey is need of additional capacity. It was suggested that there should be corroborative evidence to show that the Authority has insufficient capacity in these areas compared to other authorities and that the posts are therefore necessary.
- Whether in order to better justify the posts it would be feasible to amend their tenure to a payment on results basis.
- Whether the establishment of the additional posts would entail supplementary support costs.
- Whether a target has been set in terms of reducing consultancy costs and whether the savings obtained would be channelled into overhead costs in relation to the proposed posts.

Members of the Committee emphasised the following considerations as consequential :

- Whilst the need for the transformation posts in relation to Education and Adult Social Care was recognised given the extent of the transformation work in these areas, the importance of assessing and reviewing output of these 3 year tenure posts was emphasised particularly in terms of adding value and delivering tangible savings.
- That subject to securing the required expertise and skills appointment to the four posts be made by internal secondment.

The Officers responded to the points of clarification raised by providing further explanation where appropriate.

The Head of Function (Resources) confirmed that the duplication of work in relation to the Corporate Transformation and Governance Officer post which she had raised in the report presented to the Executive on 21 October has now been removed.

The Chief Executive emphasised the spend to save nature of the proposals along with the interrelationship between the four proposed posts in terms of delivering an holistic and integrated Transformation Programme across the Council. He said that he and the SLT could only be held accountable for delivery if their advice was followed.

It was resolved to recommend to the Executive –

- That the posts of Education Modernisation Project Manager and Social Care Strategic Transformation Manager be approved on the basis of a 3 years tenure conditional upon a satisfactory review of progress and output at the end of eighteen months.
- That the posts of Assets Transformation Manager and Governance and Business Officer be approved on the basis of an 18 months tenure as proposed.
- That subject to securing the necessary skills and expertise, appointments to all four posts are made by internal secondment.

**ACTION ARISING :** Chief Executive and/or Deputy Chief Executive to provide the Executive with comparative information about capacity in other authorities in the four areas to which the proposals relate (with a copy to Audit Committee Members)

Councillor R.Meirion Jones  
Chair

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## AGENDA ITEM NO.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to</b>	<b>Meeting of the Executive</b>
<b>Date</b>	<b>2 December 2013</b>
<b>Subject</b>	<b>Compulsory Purchase of Lands in connection with proposed Cemetery Extensions at Llanbedrgoch and Llanddona</b>
<b>Portfolio Holder(s)</b>	<b>Richard Dew</b>
<b>Lead Officer(s)</b>	<b>Dylan Edwards</b>
<b>Contact Officer</b>	<b>Dylan Edwards</b>
<b>Nature and reason for reporting</b>	
<p>Negotiations for purchase of land in connection with proposed cemetery extensions at Llanbedrgoch and Llanddona have reached deadlock. Planning Consent for schemes at both sites has now been granted and the Executive is requested to confirm the use of Compulsory Purchase Powers to enable appropriate legal processes to be commenced for cemeteries to be provided in the future at these communities.</p>	

<b>A – Introduction / Background / Issues</b>
<ol style="list-style-type: none"> <li style="margin-bottom: 15px;">1. Following the presentation of a report to the Executive on 26 March 2007, the Council reaffirmed its policy that it would not directly administer and maintain cemeteries, but would leave this function to Community Councils. It did, however, agree that, subject to the availability of capital funding, it would acquire land for new cemeteries or cemetery extensions, provide the necessary infrastructure, and then pass over the completed facility to the relevant Community Council to operate.</li> <li>2. On 24 September 2012 the Board of Commissioners considered a report regarding the provision of cemetery extensions at Llanbedrgoch and Llanddona. In both cases the Community Councils had advised that the number of remaining burial spaces is extremely limited. It was reported to the Executive in 2007 that the cemetery at Llanbedrgoch was understood to be at capacity. In February 2013 the Local Member confirmed that there were no more burial spaces remaining within the community. In 2005 the Llanddona Community Council reported that only 7 spaces remained in the community at the Llaniestyn Church cemetery. By 2012 this number had reduced to 1,</li> </ol>

indicating a rate of use of available spaces of approximately 1 per year. It was reported by the BBC in July 2013 that this cemetery was full and that no burial spaces remained within the community.

3. The Council has identified land adjacent to the existing cemeteries as locations for cemetery extensions. The existing cemetery at Llanbedrgoch is at St Peter's Church. The existing cemetery at Llanddona is at St Iestyn's Church. At both of these locations the site of the existing churches and cemeteries are each in the region of 500m<sup>2</sup>. At both sites land has been identified adjacent to the existing cemeteries and which is currently in use as agricultural land. The sites for the proposed extensions are shown on the plans appended to this report.
4. Negotiations with landowners have been on-going for several years but no agreement has been reached for a voluntary sale. In the case of Llanbedrgoch the amount of land identified for the cemetery extension is approximately 50m x 20m and is believed to represent a very small proportion of the land owned by this landowner. The initial approaches to the landowner took place in 2007/08 but have still not resulted a satisfactory conclusion. At Llanddona the land identified for the cemetery extension is approximately 60m x 60m which includes space required for a car parking area. It is believed this land is a small proportion of the land held by the landowner. Although the initial approaches to the landowner are more recent than those at Llanbedrgoch there have been significantly more difficulties in engaging in any meaningful dialogue with that landowner.
5. Preliminary environment and ground investigations have been carried out at both sites to ensure the suitability of the sites for future burials. These investigations include consideration of ground water conditions and appropriate dialogue with the Environment Agency Wales. Investigations also include determination of ground conditions and to identify the presence of any bedrock within depths likely to affect future burials. Whilst limestone bedrock has been found at relevant depths at the site in Llanbedrgoch it is considered likely that this will be sufficiently friable for remedial work to be carried out as part of the preparation of the site for burials. Due to environmental considerations it is highly unlikely that statutory consents would be granted for use of any other site remote from the present cemetery. The current site therefore represents the best option to provide an additional burial facility in the community and the cost of remediating the rock identified at the site is not considered to be prohibitive in proceeding with this scheme. The site investigation at Llanddona has not revealed any bedrock at relevant depths to restrict burials.



6. The proposals for each cemetery extension are set out below.
  - At St Peter's Church Llanbedrgoch the proposal is for a change of land use and to construct a cemetery to the East of the existing Church with approximately 130 burial spaces. The proposal includes additional car parking space, stone boundary walls and ornamental entrance gates and also includes the diversion of an existing Public Footpath to the outside of the proposed new walls.
  - At St Iestyn's Church Llanddona the proposal is for a change of land use and to construct a cemetery to the South East of the present Church with approximately 311 burial spaces and with provision for parking up to 10 cars. The proposal includes the construction of stone boundary walls and ornamental entrance gates.
7. Planning applications for the change of use and works to provide each cemetery extension have been approved as follows:
  - The Planning and Orders Committee approved the application in respect of St Peter's Church on 4 September 2013
  - The Planning and Orders Committee approved the application in respect of St Iestyn's Church on 2 October 2013
8. A budget for the proposed Llanbedrgoch cemetery extension was established some years ago. This budget has been retained within the Council's capital programme in anticipation of progress with regard to this or another cemetery scheme. A budget of some £112,000 is currently available 2013/14 and appears likely to be retained for 2014/15. This budget is considered to be sufficient to acquire the land through CPO and to carry out the scheme at that site, including dealing with the rock as noted above. With regard to the proposed cemetery extension at Llanddona a bid for further capital funding of some £120,000 is in preparation at the time of drafting this report and as part of the budget setting process for 2014/15. Whilst no assurance can be given at the present time that this budget will be confirmed, it is noted that there is genuine concern as to whether burials will be able to continue within these communities in the future, and currently it appears that there is a reasonable prospect that the required budget will be made available within the next few years.

9. Section 214 of the Local Government Act 1972 provides that both the Council and Community Councils are burial authorities. Section 214 (2) of the Act provides that burial authorities may provide and maintain cemeteries. In this case the Council is providing the cemetery extensions but the relevant Community Councils will then administer and maintain them. Section 120 of the Act allows the Council to acquire by agreement land for, amongst other things, cemeteries. Section 121 of the Act gives the Council a power of compulsory purchase.
10. The test applied by the Welsh Ministers in deciding if a compulsory purchase order should be confirmed is that of a compelling case in the public interest. It is considered that this test is met in the case of these two cemetery extensions. Clearly there is a pressing need for additional burial space in the two communities and the land identified is the most appropriate for the purpose. The human rights of the owners of the two sites are engaged by compulsory purchase but as the “compelling case” test is met such interference is proportionate and justified.

## **B – Considerations**

A range of options was considered as part of the report presented to the Board of Commissioners on 24 September 2012 and it was resolved:

- To authorise relevant officers to prepare and progress Compulsory Purchase Orders in respect of sites for proposed cemetery extensions at Llanbedrgoch and Llanddona.

Following this decision the Property Service has engaged specialist assistance to ensure that the CPO process is followed correctly in order to maximise the opportunity for successful outcomes. Applications for planning consent have been prepared, submitted and approved and ground investigation works have been carried out at both sites.

Our Legal advisors have recommended that the earlier decision of the Board of Commissioners is re-affirmed prior to commencing the legal process for CPOs and this report provides that opportunity following receipt of Planning Consent for both sites.

The options as alternatives to CPO were considered by the Board of Commissioners in 2012 and are:

- To withdraw from negotiations at both sites and inform both Community Councils that the County Council is unable to assist further in this instance. The result of this option would almost certainly be a lack of future burial provisions within these communities.
- To withdraw from negotiations at both sites and commence a process of seeking alternative sites within the communities. It is likely that such sites would be remote from the existing cemetery provisions, which is undesirable, and it is considered unlikely that statutory consents would be forthcoming for such sites.
- To continue with negotiations with both landowners to seek a resolution. It is unlikely that any further meaningful negotiation can take place outside of a CPO process. It is noted that recent correspondence has been received from the owner of the land in Llanbedrgoch inviting further negotiation. It is proposed to continue with the CPO process to prevent any further delay but also that negotiation continues alongside that process in the hope that a solution which is satisfactory to both parties may be reached through dialogue and without the need to resort to the Compulsory Purchase in due course.
- To offer payment for the sites considerably in excess of market value. The Council may have difficulty in justifying a payment above the reasonable market land values and any such decision may set undesirable precedents for the future.

All of these options carry significant risks either for the Council or that satisfactory solutions will not be forthcoming and that these communities will not have burial facilities for the future.

It is recommended that the decision to proceed to CPO is confirmed by the Executive.

<b>C – Implications and Impacts</b>		
<b>1</b>	<b>Finance / Section 151</b>	
<b>2</b>	<b>Legal / Monitoring Officer</b>	
<b>3</b>	<b>Human Resources</b>	
<b>4</b>	<b>Property Services</b> (see notes – separate document)	Included in the report

<b>C – Implications and Impacts</b>		
<b>5</b>	<b>Information and Communications Technology (ICT)</b>	
<b>6</b>	<b>Equality</b> (see notes – separate document)	
<b>7</b>	<b>Anti-poverty and Social</b> (see notes – separate document)	
<b>8</b>	<b>Communication</b> (see notes – separate document)	
<b>9</b>	<b>Consultation</b> (see notes – separate document)	
<b>10</b>	<b>Economic</b>	
<b>11</b>	<b>Environmental</b> (see notes – separate document)	The implications for the Council's duties under the Countryside and Rights of Way (CROW) Act, 2000 and the Natural Environment and Rural Communities (NERC) Act, 2006 were considered in determining the planning applications.
<b>12</b>	<b>Crime and Disorder</b> (see notes – separate document)	
<b>13</b>	<b>Outcome Agreements</b>	

<b>CH - Summary</b>
<p>The report sets out the background and present situation with regard to proposals to acquire land within two communities for proposed cemetery extensions. The Council's policy is to assist local Town and Community Councils with establishing cemeteries, subject to available capital funding, and then transfer sites to the relevant Town or Community Council for future maintenance and administration. Due to impasse in negotiations at these two locations the Executive is requested to confirm the earlier decision to proceed to Compulsory Purchase Order in both instances.</p>

**D – Recommendation**

I recommend that the Executive authorises relevant officers to apply for Compulsory Purchase Orders in respect of sites for proposed cemetery extensions at Llanbedrgoch and Llanddona.

**Name of author of report: Mike Barton**

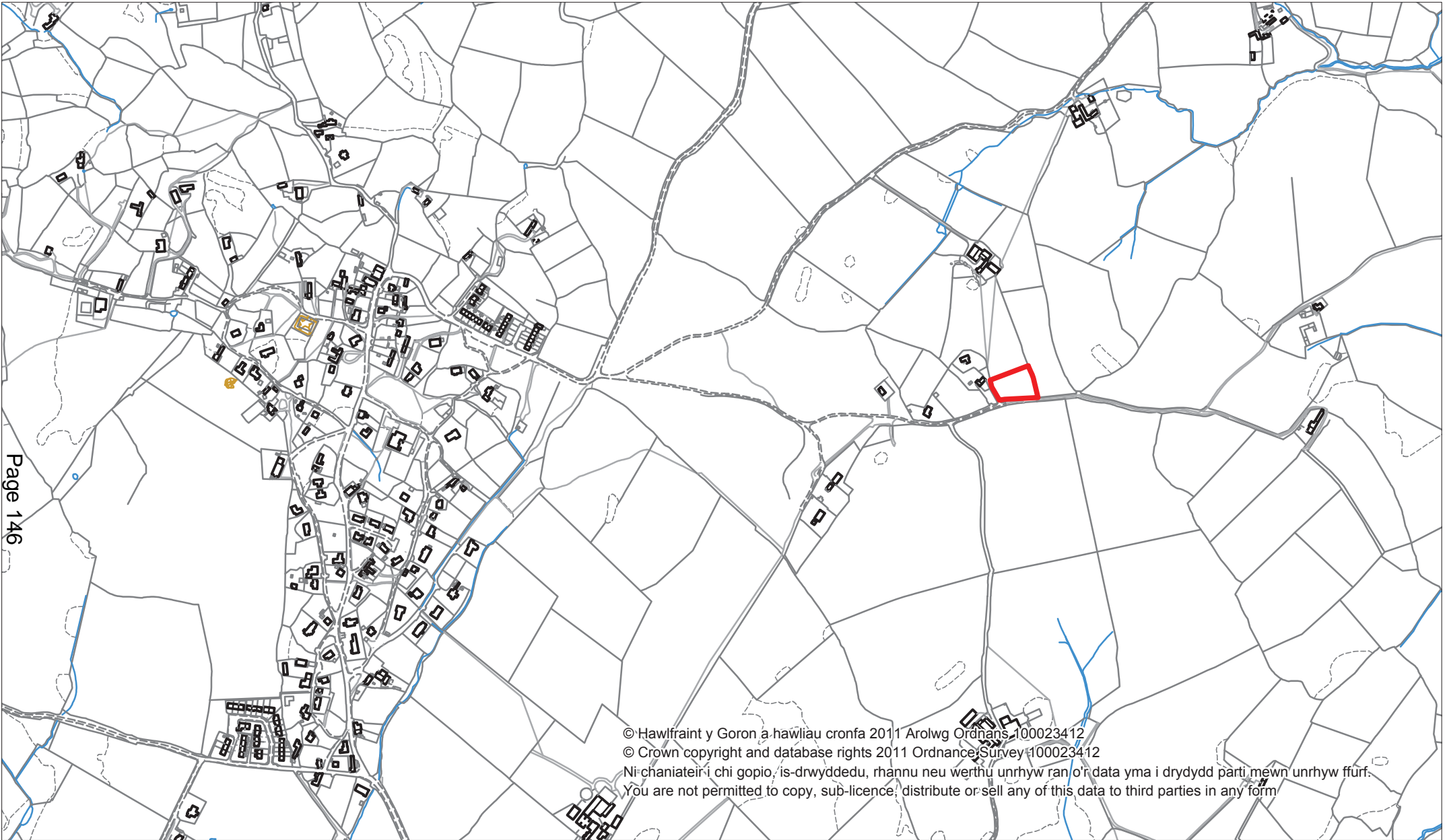
**Job Title: On behalf of the Head of Service Environment and Technical Services**

**Date: November 2013**

**Appendices:**

Location Plans

**Background papers**



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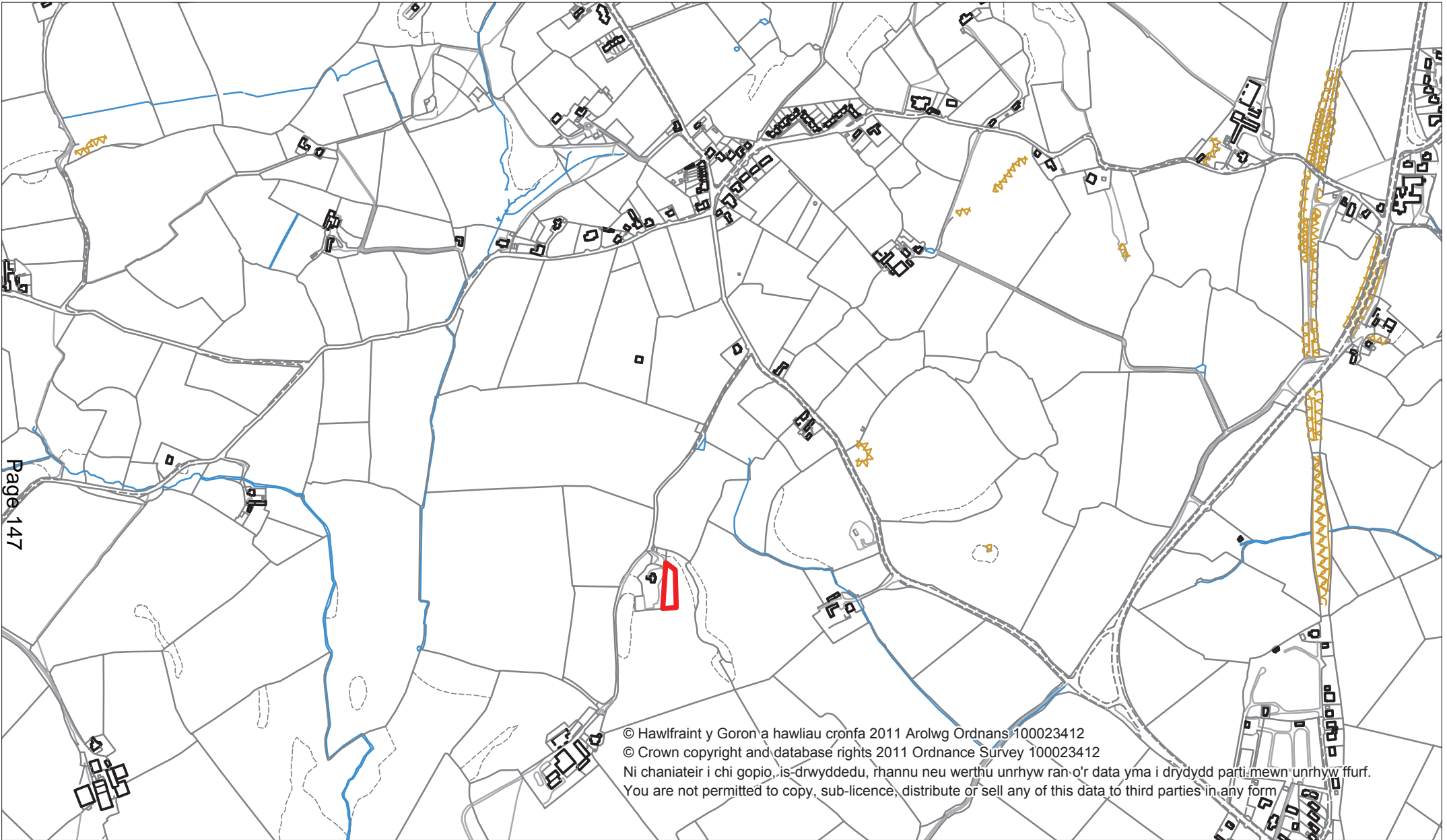
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YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL**

CYNGOR SIR YNYS MÔN  
ISLE OF ANGLESEY COUNTY COUNCIL  
Swyddfa'r Sir  
LLANGFNÍ  
Ynys Môn - Anglesey  
LL77 7TW

**Llaniestyn  
Llanddona**

**1 : 8000**





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

CYNGOR SIR YNYS MÔN  
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**St Peter's Church  
Llanbedrgoch**

1 : 8000



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