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CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

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

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RHYBUDD O GYFARFOD	NOTICE OF MEETING	
PWYLLGOR GWAITH	THE EXECUTIVE	
DYDD LLUN, 13 IONAWR 2014 10.00 o'r gloch	MONDAY, 13 JANUARY 2014 10.00 am	
SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI	COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI	
Rheolwr Gwasanaethau Pwyllgor	Mr John Gould 01248 752 515	Committee Services Manager

Annibynnol/Independent

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

Plaid Lafur/Labour Party

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

Heb Ymuno / Unaffiliated

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

COPI ER GWYBODAETH / COPY FOR INFORMATION

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

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

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

A G E N D A

1 DECLARATION OF INTEREST

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

2 URGENT MATTERS CERTIFIED BY THE CHIEF EXECUTIVE OR HIS APPOINTED OFFICER - OUTCOME AGREEMENT 2013/16 (Pages 1 - 12)

To submit the report of the Deputy Chief Executive.

3 MINUTES (Pages 13 - 22)

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

- 2nd December, 2013
- 16th December, 2013 (Budget)

4 MINUTES FOR INFORMATION (Pages 23 - 28)

To submit for information, the draft minutes of the Corporate Parenting Panel on 11th November, 2013.

5 MATTER REFERRED TO THE EXECUTIVE FROM THE AUDIT COMMITTEE HELD ON 11TH DECEMBER, 2014 - INFORMATION GOVERNANCE

To give consideration to the following draft recommendations of the Audit Committee:-

It was resolved:-

- *To note the report and the update provided.*
- *To refer the Audit Committee's concerns with regard to Data Protection compliance within the Authority to the Executive with the request that it considers and provides assurance to the Audit Committee on the following matters –*
 - *That an appropriate level of resources is allocated to ensure that shortcomings in data protection compliance are remedied fully and properly.*
 - *That disciplinary action be considered as an option in responding to any future data protection breaches.*
 - *That the Authority's staff are provided with training on all data protection policies.*
 - *That all Heads of Services are reminded of their data protection responsibilities within their respective services and the importance thereof.*

6 LOCAL COUNCIL TAX REDUCTION SCHEME FOR 2014/15 (Pages 29 - 46)

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

- 7 **THE EXECUTIVE'S FORWARD WORK PROGRAMME** (Pages 47 - 58)
To submit the report of the Interim Head of Democratic Services.
- 8 **INFORMAL CARERS - COMMISSIONING INTENTIONS AND PRIORITIES**
(Pages 59 - 80)
To submit the report of the Head of Service (Adults' Services).
- 9 **ABERFFRAW CONSERVATION AREA CHARACTER APPRAISAL** (Pages 81 - 88)
To submit the report of the Head of Planning and Public Protection.
- 10 **THE COUNCIL'S CYCLING STRATEGY** (Pages 89 - 130)
To submit the report of the Head of Environmental and Technical Services.
- 11 **INCOME - CAR PARKS** (Pages 131 - 144)
To submit the report of the Head of Environmental and Technical Services.
- 12 **COMPULSORY PURCHASE OF LAND - BETHEL AND VALLEY** (Pages 145 - 148)
To submit the report of the Head of Environmental and Technical Services.
- 13 **STRATEGIC OUTLINE PROGRAMME AND MODERNISING STRATEGY** (Pages 149 - 156)
To submit the report of the Director of Lifelong Learning.
- 14 **CSSIW ANNUAL LETTER** (Pages 157 - 176)
To submit the report of the Director of Community.
- 15 **PROPOSED ESTABLISHMENT OF HEALTH AND SOCIAL CARE INTEGRATED DELIVERY BOARD FOR ANGLESEY** (Pages 177 - 190)
To submit the report of the Director of Community.
- 16 **STATEMENT OF INTENT ON INTEGRATED CARE FOR OLDER PEOPLE WITH COMPLEX NEEDS** (Pages 191 - 236)
To submit the report of the Director of Community.
- 17 **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 237 - 238)
To consider adoption of the following:-

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

18 **THE NORTH WALES SCHOOLS AND PUBLIC BUILDINGS CONTRACTOR
FRAMEWORK** (Pages 239 - 242)

To submit the report of the Head of Environment and Technical Services.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13.1.14
Subject	Outcome Agreement 2013/16
Portfolio Holder(s)	Councillor Alwyn Rowlands
Lead Officer(s)	Deputy Chief Executive
Contact Officer	Business Planning & Programme Manager
Nature and reason for reporting:	
<p>To provide (i) an update of the new arrangements for the Outcome Agreement for 2013/16 and (ii) to endorse the outline of a new Outcome Agreement for 2013/16 based on final Welsh Government guidance</p>	

A – Introduction / Background / Issues
<p>The Outcome Agreements were introduced by Welsh Government to identify how we work towards improving outcomes for local people against the Government's national priorities.</p> <p>The new Outcome Agreement will be a three year agreement (from 2013/14 to 2015/16) with the last 'payment year' in 2016/17. Full payment of the grant (approx. £730k) is made when a significant proportion of the targets and commitments have been achieved. The arrangements and guidance for the new Outcome agreement have been finalized by Welsh Government in October 2013.</p> <p>It confirms that The Outcome Agreement Grant will be split into two parts, 70% will be allocated to reward the delivery of better outcomes and paid upon achievement of our selection of our five strategic themes, 30% to address any statutory recommendations made to Welsh Ministers concerning the corporate governance arrangements within our Local Authority.</p> <p>The first component would broadly resemble the prior agreement which consists of a selection of outcomes taken from the <i>Programme for Government</i>, with the associated</p>

output and outcome measures.

The second component would be based on standards of corporate governance as reported by the Auditor General for Wales. Welsh Government would consider whether:

- a) The Auditor General for Wales has made any statutory recommendations to the Welsh Ministers to provide assistance to the Authority through improvement assessment letters or reports following any special inspections; or
- b) The Auditor General for Wales has made any statutory recommendations to the Welsh Ministers to give direction to the Authority through improvement assessment letters or reports following any special inspections; or
- c) the Local Authority has already had some, or all, of our corporate governance functions removed from the Authority, ie. our Authority is already subject to statutory intervention.

B – Considerations

The main considerations are as follows:-

The choice of five strategic themes from the Welsh Government's Programme for Government have been carefully considered to ensure that we have:

- strategic and close 'fit' with priorities as outlined in our Corporate Plan 2013/17
- A strong evidence base
- Likely success rate

Integration with the Corporate Plan is important to ensure that we incorporate monitoring of achievement against the Outcome Agreement within our monitoring reports of progress against the plan. This reduces duplication and provides regular progress reports to identify if any intervention is needed to keep good progress and successful achievement of the grant.

Attached as Appendix 1 is a full list of the possible ten themes. The strongest five themes have been highlighted. The Appendix also lists relevant 'tracking indicators' from which we need to select a number to support our themes and outcomes.

The strongest five themes and outcomes based on the above criteria are:

- Growth and Sustainable Jobs / Supporting the economy and business
- Education / Improving School attainment
- 21st Century Health Care / Providing Users and Carers with a stronger voice
- Welsh Homes & Supporting People / Increasing Supply and Choice
- The Culture & Heritage of Wales / Improving early years experience

Further work on the detail for each of these themes is on-going and will be confirmed with Welsh Government following this endorsement of our strategic themes and outcomes.

Welsh Government's assessment of the achievement of the full grant against our previous agreement for 2012/13 was received prior to Christmas. An assessment meeting took place between officers in October and indications were given that the officer recommendation to the Minister would be for full achievement of the grant.

Thereafter, prior to Christmas, the Council (through a letter to the Leader by the Minister for Local Government and Government Business - dated 19.12.13) were informed of our successful achievement of this grant for the 2012/13 performance and that payment should be made in due course.

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

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

D – Recommendation
<p>The Executive is requested to:</p> <ul style="list-style-type: none"> • Endorse the selection of the new strategic themes and outcomes for the new three year Outcome Agreement starting in 2013/14 and receive a further report on a final agreement following conclusion to negotiations with Welsh Government Officers.

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

Appendices:
Programme for Government – Strategic Themes / Outcomes and Tracking Indicators from the Programme for Government

Background papers

Appendix 1 - Outcome Agreements: Strategic Themes / Outcomes and tracking indicators from the *Programme for Government*

1. Growth and Sustainable Jobs

Supporting the economy and business	

Improving Welsh skills for employment	
1	Number of apprenticeship opportunities available through the Young Recruits programme
1	Traineeships programme participation rates
1	Apprenticeship success rates
1	Steps to Employment programme participation
1	Number of participants on the Delivering Low Carbon Skills Project
1	Number of beneficiaries of the ReAct and Adapt programmes
1	% of working adults qualified to NQF level 2,3 and 4+
1	% of 16-24 year olds who are not in education employment or training (NEET)
1	Lane km of 'b' road reconstructed or resurfaced
1	Number of individuals killed or seriously injured in road traffic accidents

Improving our infrastructure	
1	Lane km of trunk road reconstructed or resurfaced
1	Number of rail journeys
1	Number of bus journeys
1	% of road network requiring maintenance
1	% of Welsh residents with access to Next Generation Broadband (defined as 30 mbps) and to speeds above 100mbps

Creating a sustainable, low carbon economy	
1	Level of greenhouse gas emissions.
1	• % of electricity consumed is generated from renewable sources.

2. Education

Improving early years' experiences	
3	Number of children benefitting from Flying Start nursery provision
3	% of Flying start children fully immunised at 47 months
3	% of children at ages 0-3 whose general health is good or very good
3	% of children who on entry to the foundation phase meet age expectations in the six developmental areas

Improving school attainment	
3	% pupil attendance in primary school
3	% pupil attendance in secondary school
3	% of schools inspected graded as good or excellent by Estyn
3	% of pupils achieving core subject indicator (English or Welsh first language, mathematics and science) at Key Stage 2, aged 11.
3	Key Stage 4 results for 15 year olds

Developing Welsh medium education	
3	% of Year 2 learners (aged 7) assessed in Welsh (first language)
3	% of Year 9 learners (aged 13) assessed in Welsh (first language)

Improve further and higher education	
3	Post-16 staying on rates (including school, FE and training)
3	% of 19 year olds have attained qualifications, level 2 and level 3
3	% change in income for Welsh Higher Education institutions coming from Research Councils
3	% of educational maintenance Allowance (EMA) recipients progressing to higher education

3. **21st Century Healthcare**

Improving health outcomes by ensuring the quality and safety of services is enhanced	
4	% of Delayed Transfer of care for social care reasons

Preventing poor health and reducing health inequalities	
4	Gap in life expectancy between most and least affluent
4	% of the population who are obese
4	% of adults who smoke
4	% who report drinking alcohol above recommended guidelines
4	% of live births with a birth-weight of less than 2500g
4	% of the population who are physically active

Providing users and carers with a stronger voice and greater control over the services they receive	
5	% of looked after children who experienced one or more changes of school in the year
5	% of deaths take place at home and not in hospital
5	Number of adult service users receiving a direct payment
5	% of children whom are seen alone by social workers at assessment
5	Number of delayed transfers of care due to choice of care home
5	% of looked after children with more than three placements in the year

Ensuring people receive the help they need to live fulfilled lives	
5	% of targeted 16/17 year old children with a pathway plan
5	Supported housing units as a % of the total stock or residential care home places and supported housing
5	Number of adult protection referrals where the risk has been managed
5	% of community supported clients receiving 20 or more hours of care per week
5	% of delayed transfers of care for social care reasons
5	% or repeat admissions to hospital of people over 65 years of age
5	% of adult service users helped to live in the community
5	% of care leavers in education, training or employment at age 19
5	The gap at Key Stage 4 between educational outcomes of children in need, looked after children, and then general child population
5	% of children classified as in need

4. **Welsh Homes/ Supporting People**

Welsh Homes – Increasing the supply and choice	
6	Number of additional affordable housing units delivered
6	Empty private properties as a % of total private stock
6	Number of empty homes brought back into use via action by Local Authorities
6	Number of houses built and ready for occupation [in the year]
6	Estimated number of homes needed [in the year]

Welsh Homes – Improving Quality	
6	% of houses [under Local Authority ownership] brought up to the Welsh Housing Quality Standard
6	Number of homes benefitting from improved domestic energy performance measures
6	% of new affordable homes funded through Social Housing Grant meet the Code for Sustainable Homes Level 3+
6	% of social housing meeting the Welsh Housing Quality Standard
6	Category 1 Housing Health and Safety Rating System hazards as a proportion of assessments

Improving Housing Services and Support	
6	Number of homeless families with children in bed and breakfast accommodation
6	Number of homeless households which include dependent children
6	Number of people helped with Care & Repair Services
6	Number of Local Authority Gypsy and Traveller sites refurbished
6	Number of homeless acceptances per 1,000 households

Creating a sustainable, low carbon economy	
1	Number of homes benefitting from improved domestic energy performance measures

More inclusive and cohesive communities	

5. Safer Communities for All

Reducing the level of crime and fear of crime	
7	No and coverage of no cold calling zones
7	Overall recorded crime rate
7	Perceptions of anti-social behaviour
7	Number of successful prosecutions and convictions in cases of violence against women

Reducing harm associated with substance misuse	
7	% of clients referred are assessed within 10 working days
7	% of clients treated within 10 working days of assessment
7	Number of individuals with positive treatment outcome profile (TOP) outcomes during treatment process and exit
7	Number of Peer mentors recruited and appointed as part of the European Social Fund Peer Mentoring Scheme to help substance dependent beneficiaries
7	Prevalence of problematic drug misuse
7	Perceptions of anti-social behaviour

Reduction and prevention of young offending	
7	Number of first time entrants into the youth justice system
7	The rate of proven re-offending for young people
7	Access to suitable accommodation for young people in the Youth Justice System in Wales
7	Average hours education, training or employment received by young people starting a community sentence in Wales
7	Number of children and young people in the Youth Justice System in Wales, with identified substance misuse needs, who have access to appropriate specialist assessment and treatment services
7	The proportion of young people sentenced to custody

Improving safety in communities	
7	Annual road crash figures
7	Road casualty rates

More inclusive and cohesive communities	
8	Incidence of hate crime, domestic abuse, sexual crime

6. Tackling Poverty

Poverty and material deprivation	
9	Aggregated survey data (pre and post intervention) on the % positive change experienced by relevant stakeholder groups in each regeneration area
9	% of people living in relative income poverty as defined by 60% median income after housing costs – for children, working age adults and pensioners
9	% living in combined material deprivation and low income
9	Persistent poverty data
9	Aggregated survey data (pre and post intervention) on the % positive change experienced by relevant stakeholder groups in each regeneration area

Tackling worklessness and raising household income	
9	Take-up of eligible benefits claimed successfully
9	% of people in fuel poverty
9	% of people identified as having water affordability issues
9	% of workless households
9	% of children living in workless households
9	Number of households living in severe fuel poverty

Improving the skills of young people and families	
9	Number of apprenticeship opportunities available through the Young Recruits programme
9	Traineeships programme participation rates
9	Steps to employment programme participation rates
9	Number of beneficiaries of the ReAct and Adapt plans
9	% of working age adults achieving NQF 2, 3 and 4+
9	% of 16-24 year olds who are not in employment, education or training (NEET)
9	% of 19 year olds have attained qualifications, to level 2 and level 3
9	% of Educational Maintenance Allowance (EMA) recipients progressing to higher education

Improving the health and educational outcomes of children, young people and families living in poverty	
9	Number of children benefitting from Flying Start nursery provision
9	% of Flying Start children reaching their development milestones at three years of age
9	% of Flying Start children fully immunised at 47 months
9	% of children, aged two, who have been immunised against measles, mumps and rubella (MMR)
9	Under 16 conception rate

9	Number of homeless families with children in bed and breakfast accommodation
9	Differences in Key stage 4 attainment compared to levels of deprivation
9	% of seasonal flu immunisation uptake rate in people aged 65 and over
9	Number of free public swims and number of free structured aquatic activities for children and young people aged 16 and under, and those aged 60 years and over
9	Key Stage 4 results for 15 year olds
9	Gap in life expectancy between the most and least affluent
9	% of children at ages 0-3 whose general health is good or very good
9	% of children who on entry to the Foundation Phase meet age expectations in the six developmental areas

Advance equality of opportunity and tackle discrimination	
8	Employment rates by gender, disability and ethnicity
8	Pay differences for gender, disability and ethnicity
8	Reduced inequality in education and skills, health, housing, and employment outcomes for people with protected characteristics

7. Environment and Sustainability/Rural Communities

A thriving rural economy	
10	Monitoring and evaluation on indicators set out in the Wales Rural Development Plan
10	Monitoring and evaluation of the delivery plan under the Food Strategy
10	Evaluation reports on Contingency Planning Exercises
10	Household incomes in rural areas
10	The number of people employed and self-employed in rural areas

Ensuring rural communities have access to faster broadband speeds and new digital services	
10	% of rural premises with access to basic broadband
10	% of rural premises with access to high speed broadband

Improving public services for rural communities	

Living within environmental limits and acting on climate change	
1	Level of greenhouse gas emissions
1	% of electricity consumed is generated from renewable sources
11	Data from the annual progress report to the National Assembly for Wales on delivery of the Climate Change Strategy (required under the Climate Change Act).

11	Data from the annual progress report on the Sustainable Development Scheme, including progress against the set of sustainable development indicators
11	Completion of new waste treatment infrastructure projects
11	% of electricity consumed is generated from renewable sources
11	% of municipal waste recycled or composted

Protecting healthy eco-systems

11	% of habitats and species are stable or stable or improving
11	The number of lakes, rivers and coastlines achieving good ecological status

Creating sustainable places for people

11	Number of properties benefitting from enhanced flood or coastal protection
11	Number of homes benefitting from improved domestic energy performance measures
11	% of people in fuel poverty
11	% of people identified as having water affordability issues
11	Number of green space improvement projects undertaken
11	% of journeys to work under 2 miles made on foot or by cycling
11	Levels of participation in outdoor recreation, and increased accessibility to the countryside and green space
11	Number of local development plans adopted
11	Amount of gas and electricity used in homes each year
11	% of homes at risk of flooding
11	% of water supplies meet drinking water quality standards

Creating a sustainable, low carbon economy

8. The Culture and Heritage of Wales

Improving early years' experiences

12	% of people attending arts events from under-represented groups
12	Number of free public swims and number of free structured aquatic activities made by children and young people aged 16 and under, and those aged over 60
12	Number of adults actively involved in coaching and volunteering
12	Number of visits to local museums and libraries
12	% of people participating in sport or active recreation
12	% of adults actively involved in volunteering in sport (including coaching)
12	% of people attending arts events from under-represented groups
12	Number of free public swims and number of free structured aquatic activities made by children and young people aged 16 and under, and those aged over 60

Strengthening the place of the Welsh language in everyday life	
12	Number of schools operating specific projects to include informal use of Welsh outside the classroom
12	% of six year olds who speak Welsh at home
12	% of people able to speak and write Welsh

THE EXECUTIVE

Minutes of the meeting held on 2 December 2013

PRESENT: Councillor Ieuan Williams (Chair)
Councillor J Arwel Roberts (Vice-Chair)

Councillors R Dew, A M Jones, H E Jones and Alwyn Rowlands

IN ATTENDANCE: Chief Executive
Deputy Chief Executive
Director of Sustainable Development
Director of Lifelong Learning
Director of Community
Head of Service (Regulation)
Head of Service (Housing)
Head of Service (Property)
Interim Head of Democratic Services
Principal Development Officer (Housing Services)
Business Planning & Programme Manager (GM)
Committee Services Manager

ALSO PRESENT: Councillors Lewis Davies, Ann Griffith, John Griffith and Nicola Roberts

APOLOGIES: Councillors K P Hughes and Councillor R G Parry OBE

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 the following dates:-

- 21st October, 2013

Arising thereon – Item 8(b) Capacity and Resources for Change

RESOLVED that the funds 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 be met from PIG reserve funds and not from the 2013-14 annual budget.

- 4th November, 2013

4 MINUTES FOR INFORMATION

Submitted for information, the minutes of the Voluntary Sector Liaison Committee held on the 3rd October, 2013.

RESOLVED to note the contents of the minutes of the meeting of the Voluntary Sector Liaison Committee held on 3rd October, 2013.

5 THE EXECUTIVE'S FORWARD WORK PROGRAMME

Submitted – The report of the Interim Head of Democratic Services seeking approval of the Executive's Forward Work Programme for the period 16th December, 2013 to April, 2014.

RESOLVED to confirm the updated work programme for the period 16th December, 2013, to April, 2014.

6 2013/14 REVENUE BUDGET MONITORING REPORT - QUARTER 2

Submitted – The report of the Head of Function (Resources) outlining 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. Based on this, the report set out a projected year-end position of an overspend of £265K.

Councillor A Morris Jones wished to record his gratitude in the minutes, to the Social Services Department for turning around the Quarter 1 overspend of £1.3m in Social Care to a forecasted underspend of £634k in Quarter 2.

RESOLVED to note and monitor the position set out in respect of financial performance to date, the projected year-end deficit and the actions being taken to address the deficit.

7 2013/14 CAPITAL BUDGET MONITORING REPORT - QUARTER 2

Submitted – the report of the Head of Function (Resources) on the capital budget monitoring report for the second quarter of the financial year. Appendix A to the report was a summary of expenditure against the budget up to the end of September.

Councillor John Griffith enquired as to what the estimated figures were for the overspends at Ysgol y Bont (Para 2.4.1.1. of report) and Beaumaris Pier (Para 2.4.1.2).

The Leader in response stated that as there were no firm figures in the report, he would ask Councillor H Eifion Jones, Portfolio Holder, to provide Councillor Griffiths with a written response in this respect.

RESOLVED

- **To note progress of expenditure and receipts against the capital budget;**
- **To note the allocation of £225,000 towards the Beaumaris flood alleviation scheme from the Matchfunding/Regeneration contingency (Para 4.1.1 of report refers);**
- **To approve the allocation of £120,000 from the ‘unallocated’ unallocated contingency to fund the renovation works at Brwynog Residential Home (Para 4.1.2 of report refers);**
- **To approve the allocation of £70,000 from the ‘matchfunding / regeneration’ unallocated contingency to matchfund the extension to the Anglesey Coastal Environmental Project (Para 4.1.3) of report refers).**

8 2014/15 COUNCIL TAX BASE

Submitted – The report of the Head of Function (Resources) on setting the Council Tax Base in accordance with the statutory timetable for 2014-15. Calculations were carried out according to guidelines based on the number of properties in various bands on the valuation list as at 31st October, 2013 and applying discounts and exemptions.

RESOLVED

- **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 2014-15 is approved.**
- **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 2014-15 shall be 30,070.64 and as listed within the report for those individual Town/ Community areas.**

9 CORPORATE PLAN 2013-17

Submitted – The report of the Deputy Chief Executive on the Draft Corporate Plan for 2013-17 which contained the Council’s aim, focus areas and outcomes which

this Authority would be working towards in order to make a difference to the lives of Anglesey citizens over the next four years.

RESOLVED to recommend to the County Council that it accepts that the draft Corporate Plan sets out the Council's agenda for the remainder of the term up to 2017 and to authorise officers in collaboration with the Portfolio Holder for Corporate Governance to make minor changes prior to publication on the Council's website.

10 LOCAL SUPPORTING PEOPLE COMMISSIONING PLAN 2014/16

Submitted – The report of the Head of Housing Services seeking Executive approval to the contents and commissioning proposals contained in the Local Supporting People Commissioning Plan 2014-16, prior to its submission to the Executive and Welsh Government.

RESOLVED to approve the contents and commissioning priorities of the Local Supporting People Commissioning Plan for 2014/16.

11 USE OF ONSHORE WIND ENERGY SUPPLEMENTARY PLANNING GUIDANCE IN PLANNING DECISIONS

Submitted – The report of the Head of Regeneration on the use of Supplementary Planning Guidance on Onshore Wind Energy in planning decisions.

Councillor John Griffith referred to the decisions/four amendments taken by the Council on 24th January, 2013, in this respect. Waiting for the LDP to take effect in mid 2014 would not alleviate the concerns in the meantime. He considered that the Executive could recommend the SPG guidelines as part of the process for considering the LDP and ask them as well to take action so that the separation distances are accepted officially.

It was proposed and seconded by Councillor H Eifion Jones and A Morris Jones, that the four amendments agreed by Council on the 24th January, 2013, should go out to full public consultation for a period of 6 weeks. The responses received would strengthen the SPG and LDP process.

The Portfolio Holder mentioned that the Monitoring Officer at that Council meeting had advised against making any amendments to the draft SPG which could leave it, or decisions made under it, open to legal challenge which the Council could not defend on appeal.

The amendment was not carried.

RESOLVED to confirm 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.

12 NEW NUCLEAR BUILD AT WYLFA: SUPPLEMENTARY PLANNING GUIDANCE (SPG)

Submitted – The report of the Head of Regulation seeking Executive approval for the release of the draft New Nuclear Build at Wylfa Supplementary Planning Guidance for public consultation in January/February 2014.

The SPG would be instrumental in providing evidence based guidance to influence the development and implementation of the Project so that local positive benefits were maximised to provide long term support to the Island and its communities.

Councillor A Morris Jones referred to the unfortunate comments made in the press recently and wished it to be minuted that dealings with Horizon had always been transparent.

RESOLVED to support the release of the New Nuclear Build Supplementary Planning Guidance for public consultation in January/February, 2014.

13 CAPACITY AND RESOURCES FOR CHANGE

Submitted – The report of the Deputy Chief Executive on Capacity and Resources for Change as submitted to the Executive on 21st October, 2013, together with the observations of an extraordinary meeting of the Corporate Scrutiny Committee on 15th November, 2013, which gave consideration to its contents.

Although they had no objection in principle to these posts, two Executive Members considered that it would make more sense to look at them as part of the budgetary process to be considered by the Executive in a fortnight's time.

RESOLVED to endorse the recommendations of the Corporate Scrutiny Committee held on 15th November, 2013 in this respect, namely:-

- **That the posts of Education Modernisation Project Manager and Social Care Strategic Transformation Manager be approved on the basis of a 3 year 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.**

14 COMPULSORY PURCHASE OF LANDS IN CONNECTION WITH PROPOSED CEMETERY EXTENSIONS AT LLANBEDRGOCH AND LLANDDONA

Reported by the Head of Service (Property) – That negotiations for the purchase of land in connection with proposed cemetery extensions at Llanbedrgoch and Llanddona had reached deadlock. Planning consent for schemes at both sites had

now been granted and the Executive was 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.

Councillor Lewis Davies was afforded the opportunity of providing background information to Members as regards the problems associated with progressing the cemetery extensions at Llanbedrgoch and Llanddona.

RESOLVED to authorise relevant officers to apply for Compulsory Purchase Orders in respect of sites for proposed cemetery extensions at Llanbedrgoch and Llanddona.

The meeting concluded at 11.25 am

**COUNCILLOR IEUAN WILLIAMS
CHAIR**

THE EXECUTIVE (BUDGET)

Minutes of the meeting held on 16 December 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
Committee Services Manager

ALSO PRESENT: Councillors Ann Griffith, John Griffith, T LI Hughes, Victor Hughes, Llinos Medi Huws, Richard Owain Jones and R G Parry OBE

APOLOGIES: Councillors A M Jones, J A Roberts and R Meirion Jones

1 DECLARATION OF INTEREST

Councillor R Dew declared an interest in Item 5 as his wife was a Band C Primary School Teacher and he remained at the meeting.

Councillor H Eifion Jones declared an interest in Item 5 as he was a local member and Governor of 2 schools in Band A. He remained at the meeting to discuss the report but left the Chamber prior to any voting thereon.

Councillor K P Hughes declared an interest in Item 5 as he was a Governor for a Band A school and also had a grandson and granddaughter attending a Band A school.

Councillor Alwyn Rowlands declared an interest in Item 5 as he was a Governor at Beaumaris Primary School which was listed as a Band A school in the report.

The Committee Services Manager declared an interest in Item 4 (reference to voluntary redundancy) and was not present at the meeting during discussion thereon).

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

None to declare.

3 REVIEW OF FINANCIAL RESERVES AND BALANCES

Submitted for information – The report of the Head of Function (Resources) updating previous assessments of financial reserves and advising the Executive that they may be able to release reserves and the Council's general balance to support the 2014-15 budget on a one-off basis. The position will need to be reviewed for 2015-16 and beyond when the out-turn position for 2013-14 is known.

RESOLVED to note the contents of the report.

4 UPDATED BUDGET STRATEGY AND INITIAL DRAFT REVENUE BUDGET 2014-15

Submitted - The report of the Head of Function (Resources) on the initial 2014/15 budget proposals for consultation following the release of the final RSG settlement on 11th December, 2013.

Reported by the Portfolio Holder - That the Executive had approved a savings target of £7.75m for services at its meeting in July, which was set at a figure identified at that time as the likely budget gap for 2014/15. The overall budget gap for the period 2014/15 to 2018/19 was currently forecasted to be of the order of £15m.

The current draft budget proposals indicated that savings of £7.416m had been put forward by services, although included within that figure were unconfirmed savings of £1.4m from Social Services. Further work was being carried out to determine the level of savings that could be achieved in that service area.

The current budget gap following the release of the final grant settlement had been revised to £7.661m for 2014/15.

Based on that and on work being done between the Finance Service and budget holders savings totalling £7.416m had been proposed, which substantially met all of the budget gap of £7.774m reported to the Executive on 4th November, 2013 and the revised forecast arising from the final grant settlement. The balance between the current budget gap and savings proposals would have to be covered by the use of balance should further saving not be identified.

Having considered the savings and growth proposals, an initial budget package had been prepared with a number of potential options for consultation.

Attached to the report were the following appendices:-

Enclosure A - Summary of Draft Standstill Budget Gap 2014/15

Enclosure B - Proposed Savings 2014/15

Enclosure C - Summary of Proposed Growth 2014/15

RESOLVED to approve the initial budget proposals for formal consultation and to delegate to the Head of Function (Resources) in consultation with the

Portfolio Holder for Resources the authority to finalise the budget consultation document.

(The Committee Services Manager declared an interest in Paragraph 6 of the report and was not present at the meeting during discussion thereon).

5 STRATEGIC OUTLINE PROGRAMME AND MODERNISATION STRATEGY

Submitted – The report of the Director of Lifelong Learning seeking Executive approval regarding the underlying principles of the School Modernisation strategy and the associated Strategic Outline Programme (SOP).

The Modernisation Strategy described the aspirations of the County Council to provide the very best educated provision for all the children and young people on the Island.

The Strategic Outline Programme was an outline business case for school infrastructure modernisation over a 15 year period and was closely linked with the modernisation strategy. If the SOP was agreed, Welsh Government would agree, in principle, to contribute a maximum of 50% match funding towards each project.

As four of the Executive Members had declared an interest in the matter and had left the Chamber, there was no quorum present to vote on the matter. The Chairman therefore declared that the matter would be deferred until the next scheduled meeting in January, 2014 or an earlier date if possible.

RESOLVED that in view of the fact that no quorum was present, to defer consideration of the matter until the next scheduled meeting of the Executive on 13th January, 2014, or to an earlier date if possible.

(Councillors K P Hughes, H Eifion Jones and Alwyn Rowlands declared an interest in the matter, spoke at the meeting and thereafter left the Chamber prior to any decision thereon).

(Councillor R Dew declared an interest in the matter and remained at the meeting).

The meeting concluded at 10.40 am

**COUNCILLOR IEUAN WILLIAMS
CHAIR**

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CORPORATE PARENTING PANEL

Minutes of the meeting held on 11 November, 2013

PRESENT:	Mr Richard Parry Jones (Chief Executive) (Chair) Councillor Kenneth Hughes (Portfolio Member for Social Services & Housing) Councillor Ann Griffith (Corporate Scrutiny Committee) Mr David Lydford (Fostering Care Association) Sue Willis (BCUHB) Karen Windall (BCUHB) Alison Jones (NYAS) Anwen Huws (Head of Children's Services) Natalie Woodworth (Principal Officer – Operations) Deiniol Williams (LAC Team Manager) Deborah Stammers (Child Placement Team Manager) Sean McClearn (After Care Co-ordinator) Llio Johnson (Gwynedd & Anglesey Partnership Unit) Heulwen Owen (LAC Education Liaison Officer) Ann Holmes (Committee Officer)
APOLOGIES:	Councillor Dylan Rees, Mrs Gwen Carrington, Dr Gwynne Jones

The Chair welcomed all those present to this meeting of the Corporate Parenting Panel.

1 DECLARATION OF INTEREST

No declaration of interest was received.

2 MINUTES

The minutes of the previous meeting of the Corporate Parenting Panel held on 22 July, 2013 were presented and confirmed as correct.

Arising thereon –

- The Head of Children's Services confirmed that she had raised the matter of the County Council's formally acknowledging the success of a young person in care on the acceptance of his artwork by the Foundling Museum with the Chief Executive's Personal Assistant but had hitherto not had a response. The Officer said that she would inquire after the matter.
- The Principal Officer – Operations said that she was not at this point in time in a position to report on developments with regard to conducting an audit of the Services' approach and management of children in the LAC system for 12 months or over.
- The Head of Children's Services informed Members that with regard to the introduction of the revised Public Law Outline process it would be more advantageous for the Panel to receive a report at its next meeting at the end of a full quarter's operation.
- The LAC Education Liaison Officer confirmed that she would incorporate information about LAC school attendance in her next update to the Panel.
- In relation to providing clarification of the position as regards the introduction of a new time schedule for the completion of health assessments and whether there might be a resulting impact on performance, Sue Willis, BCUHB explained that there has been agreement across the six North Wales counties to regularise the arrangements for completing health assessments to the effect that all six counties will as from this financial year count from the date rather than the month of the previous assessment and that this was the change in scheduling to which the LAC Nurse was referring.
- The Head of Children's Services said that she had broached the matter of free gym membership for the looked after population with the Director of Community following the report

at the previous meeting that the Leisure Service was only able to offer subsidised but not free membership. The Officer explained that a favourable resolution of the matter had not been reached due to the financial constraints on the Leisure Service and its need consequently to be able to optimise the income from the provision it offers.

In response to Councillor Ann Griffith's query whether this position could be challenged, the Chair said that the question of providing discretionary concessions can arise in relation to several categories of service users who might be regarded as special cases. The most appropriate channel for questioning whether this can be achieved for the looked after population is the consultation process on the 2014/15 Budget formulation when the Authority's priorities for the new financial year will be subject to detailed scrutiny and discussion before they are then determined and set.

Alison Jones, NYAS informed the Panel that following consultation work, the Young People's Forum in another North Wales Authority had succeeded in obtaining free passes for a six month trial period for its LAC children and their carers.

- In response to a point made about the need to act on decisions made by the Panel, the Head of Children's Services said that she would follow up the reasons for any inaction that might pertain to the Children's Services team and would also ensure that the minutes of the Panel's meetings are included as a standing item on the agenda of the Children's Services Operational Team meetings.
- The Chair referred to the fact that Dr Janet Horn had now retired from her role as medical advisor for looked after children and subsequently as a Member of the Corporate Parenting Panel. He said that it was appropriate and timely to record the Panel's appreciation of Dr Horn's contribution to the Panel's work and processes during her membership thereof.

ACTIONS ARISING:

- **Head of Children's Services to make inquiries with the Office of the Chief Executive about the acknowledgement of the achievement of the young looked after person in having his artwork accepted by the Foundling Museum.**
- **Principal Officer – Operations to initiate arrangements for conducting an audit of the Services' approach and management of children in the LAC system for 12 months or over as per the Panel's agreement at its 22 July meeting.**
- **LAC Education Liaison Officer to report on LAC school attendance in the next education update to the Panel.**
- **Principal Officer – Operations to update the Children's Services Operational Team on any matters arising from the Corporate Parenting Panel requiring action by the Team.**
- **Chair of the Panel to write to Dr Janet Horn in acknowledgement of her service and contribution as member of the Corporate Parenting Panel.**

3 SERVICE REPORTS

3.1 The report of the Independent Reviewing Officer which outlined matters affecting the looked after population of Anglesey in terms of the operation of the processes relating to care planning and placements was presented for the Panel's consideration.

In the absence of the Independent Reviewing Officer, the Head of Children's Services highlighted the main points to note from the report around the following issues –

- A current downward trend in the looked after population
- LAC reviews and related considerations including the key messages from young people from reviews.
- Risks and concerns around appropriate input by CAMHS; the timely completion of adoption medicals and the need for the IRO to be notified of changes in a looked after child/young person's education provision whether that be a move to another school or the provision of an alternative form of education.
- Achievements and instances of good practice.
- Planned actions to address matters requiring attention.

- Update on the missing from placement situation.

The Panel considered the information presented and drew attention to the following as matters requiring clarification and further investigation –

- The need to be assured that CAMHS are able to provide the necessary support and input for looked after children with complex needs at a time of instability and insecurity in their lives and in order to avoid placement breakdown. Whilst the pressures on the CAMHS was acknowledged, the Chair said he would raise the issue with the Chair and Acting Chief Executive of the BCUHB during their visit to Anglesey shortly given how essential access to this support service is for children who have experienced multiple harm and insecurity. The Head of Children's Services informed the Panel that there is on-going dialogue with CAMHS on the feasibility of the service being able to offer a baseline mental health assessment for all looked after children. Sue Willis pointed out that the emotional health of looked after children is every relevant agency's business and that there are levels of assessment that can be undertaken by practitioners other than health thus leaving the CAMHS to do only what the CAMHS can do.
- Delays in the completion of adoption medicals which then have repercussions for the decision making process regarding a child's future plan. It was felt that such delays were unfair on other agencies in their efforts to move matters forward in the best interests of the child/young person.
- Children and young people missing from placements particularly in the context of human trafficking and sexual exploitation. The Panel discussed the arrangements for addressing missing children cases and was updated by the Head of Children's Services in her capacity as Chair of the Missing Children and Child Sexual Exploitation Task Group (Gwynedd and Ynys Môn) on the work of the group in its initial two meetings. The Officer also emphasised that Anglesey has supplemented the All Wales Protocol for dealing with missing children in care by ensuring that case files on missing children remain open and are monitored by the IRO.
- Mr David Lydford referred to the discussion and criteria around making laptops available to certain looked after young people and he requested that Foster Carers are involved in this process before any determination is made.

Agreed to accept the report and to note the position.

ACTION ARISING: LAC Team to include Foster Carers via Mr David Lydford of the Foster Carers Association in the discussion and dialogue in relation to providing laptops for looked after children/young people.

3.2 The report of the LAC Team Manager providing statistical analysis of the looked after population of Anglesey in relation to their age profile, legal status, type of placement made and the underlying reasons was presented for the Panel's consideration.

The LAC Team Manager drew the Panel's attention to a significant improvement in LAC statutory visits during the second quarter reporting period.

The Panel discussed the increase in the number of children being cared for out of county and the impact of this upward trend on social workers' workload in terms of maintaining contact and scheduling visits. The issue of other local authorities arranging placements on Anglesey without notifying the host authority was also raised. Dr. Karen Windall and the Principal Officer – Operations referred to the dialogue that is occurring in respect of this matter including at the Local Safeguarding Board level. The Head of Children's Services informed the Panel that she had requested the Principal Officer – Operations to arrange for the Principal Administrative Officer to correspond with authorities in all other parts of the UK to remind them of the need to provide notification of placements made with another authority, and that she believed that this practice should be carried out annually. Sue Willis, BCUHB confirmed that the Health Board undertakes that exercise with all local authorities.

Agreed to accept the report and to note the position.

ACTION ARISING: Children's Services Principal Administrative Officer to write to all local authorities annually as a reminder to them of the need to notify the Authority in Anglesey of any care placement made on the Island.

3.3 The report of the LAC Education Liaison Officer outlining matters relating to the educational attainment of looked after children and young people was presented for the Panel's consideration.

The LAC Education Liaison Officer informed the Panel that the open afternoon at Bangor University for children between 12 and 16 years of age and their foster carers arranged as part of the National Week for Care Leavers had been postponed due to insufficient interest and that arrangements had been made instead for the contact officer at the University to attend a Children in Care Team meeting. The matter of the movement of children from one school to another or from school to an alternative form of education provision without the LAC Education Liaison Officer's knowledge was also raised by the Chair who confirmed that the Director of Lifelong Learning had undertaken to ensure prior consultation with the LAC Education Officer and IRO in such cases.

Agreed to accept the report and to note the position.

NO FURTHER ACTION ARISING

3.4 The report of the LAC Nurse outlining matters affecting the health and wellbeing of the looked after population on Anglesey was presented for the Panel's consideration.

In the absence of the LAC Nurse, Sue Willis, BCUHB highlighted the main points of the report with reference to the completion of health assessments within timescales and she gave an account of the reasons why 8 were out of date. She referred to the launch of new health assessment forms and to the provision of administrative support for the LAC Nurse which will release time for her to work more closely with care leavers and the after-care team.

Agreed to accept the report and to note the position.

NO FURTHER ACTION ARISING

3.5 The report of the Leaving Care Co-ordinator outlining issues affecting Looked After young people who are preparing to leave the care system or who are in receipt of aftercare support. was presented for the Panel's consideration.

The Leaving Care Co-ordinator provided the Panel with a general analysis of the profile, circumstances and needs of the young people being Looked After by the Authority at this point in time and he drew particular attention to developments around the implementation of the new Welfare Reform Bill and Universal Credit which are likely to impact on the young people with whom the Authority is working.

The Panel considered the report and discussed the level of support available to young care leavers by agencies such as Careers Wales in assisting them to gain access to quality training/learning opportunities and apprenticeships thus ensuring they have a good start in life. The Panel believed it was important that this element of the leaving care provision is monitored as it deemed this to be a critical period in the young people's development in setting a pattern for their lives and that it needed to be assured that agencies are working together to manage the transition from being a young person in care to independent living and adulthood. The Leaving Care Co-ordinator said that although the Care Leaving Team within the Authority in Anglesey is small it means that the officers are known and familiar to other agencies and have a good working relationship with them. However he would have liked to have seen the idea of apprenticeships within the County Council i.e. "the family business" for young people looked after by the Authority which was mooted some time ago, being realised. The Officer drew the Panel's attention to the fact that a meeting had been held with Mr Huw Thomas, Group Partnership Manager for the Wales Department of Work and Pensions as part of an initiative to offer better working relationships with local authorities in their work with care leavers. Anglesey is the first Authority to initiate this process.

The Panel considered the role of the Authority in its capacity both as a corporate parent and as a major employer in terms of the potential for providing opportunities for care leavers through the creation of internal apprenticeships. The Head of Children's Services reminded the Panel that the Corporate Parenting Strategy presented to the Panel at its previous meeting will be the subject of

consultation with LAC children and young people in order to establish whether the aspirations and desires encapsulated in the Strategy coincide with those of the looked after population itself. Whilst there has always been a corporate goodwill in respect of promoting the interests of looked after children and young people the presumption has been that the financial support will be provided by the Social Services. The Officer said that the role of corporate parent needs to be revisited in the context of the whole Council and consideration given to how individual services set their budgets to allow for corporate parenting responsibilities.

Agreed to accept the report and to note the position.

NO FURTHER ACTION ARISING

3.6 The report of the Child Placement Team outlining issues in relation to the fostering service and the recruitment of foster carers was presented for the Panel's consideration.

The Child Placement Team Manager highlighted the changes made to fostering procedures in order to accelerate and streamline the process of assessment and approval with the introduction of a triple track process meaning that from now on the three elements of checks, training and assessment will run parallel to one another. In response to a comment made by the Portfolio Member for Social Services regarding the frequency of training sessions, the Officers said that whilst resources do not allow for further training sessions to be held, the triple tack process should ensure that momentum is retained and that the assessment process is not delayed because of the non occurrence of training.

Agreed to accept the report and to note the position.

NO FURTHER ACTION ARISING

3.7 The report of the Principal Officer for Corporate Parenting incorporating the inspection report of CSSIW on the Ynys Môn Fostering Service was presented and was noted by the Panel.

4 PROPOSAL FOR CONDUCTING VISITS BY ELECTED MEMBERS AND SENIOR MANAGERS TO CHILDREN'S TEAMS/SERVICES

A report setting out a draft proposal for conducting visits by Elected Members and Senior Managers to Children's teams and services was presented for the Panel's consideration. The proposal entailed arrangements for conducting visits at three levels, the personnel involved, the purpose of the visits and the reporting arrangements in the context of the recommendations made by Lord Laming in relation to increasing the accountability of senior officers and elected members for front line services.

The Head of Children's Services said that a proposal for conducting visits by elected members and senior managers to Children's Teams and Services had been presented to the Panel previously but had not been implemented due to the imminence of the Local Authority election. The proposal as presented above has been amended to reflect the current position.

Agreed to support the draft proposal as presented.

5 PROPOSAL TO PROVIDE IT SUPPORT TO ELIGIBLE LOOKED AFTER CHILDREN

Matter deferred to the next meeting.

6 INDEPENDENT ADVOCACY SERVICE – NYAS

A report by the Service Manager of NYAS providing information on the number of referrals received in the second quarter and their profile along with the primary issues raised by those seeking advocacy support was presented for the Panel's consideration.

Agreed to accept the report and to note the position.

NO FURTHER ACTION ARISING

7 ANY OTHER BUSINESS

No other business arising.

8 NEXT MEETING

Noted as Monday, 10th February, 2014 at 3:30 p.m.

Mr R.P.Jones (Chair)

DRAFT

ISLE OF ANGLESEY COUNTY COUNCIL		
Report to	Executive Committee	
Date	13 January 2014	
Subject	Adoption of a Council Tax Reduction Scheme for 2014 - 2015	
Portfolio Holder(s)	Councillor Hywel Eifion Jones	
Lead Officer(s)	Clare Williams Head of Function (Resources)	
Contact Officer	Geraint Jones Revenues and Benefits Manager (Ext: 2651)	
Nature and reason for reporting		
To endorse a Council Tax Reduction Scheme for approval by the County Council.		
A – Introduction / Background / Issues		
Council Tax Benefit was replaced in April 2013 by the Council Tax Reduction Scheme. The County Council on 24 January 2013 adopted a Council Tax Reduction Scheme for 2013 – 2014 only. The County Council is required to implement a new scheme for 2014 – 2015. The proposed scheme is outlined in the attached draft report.		
B - Considerations		
See attached report – Appendix A.		
C – Implications and Impacts		
1	Finance / Section 151	Author
2	Legal / Monitoring Officer	No comments
3	Human Resources	
4	Property Services (see notes – separate document)	
5	Information and Communications Technology (ICT)	
6	Equality (see notes – separate document)	
7	Anti-poverty and Social (see notes – separate document)	
8	Communication (see notes – separate document)	
9	Consultation (see notes – separate document)	
10	Economic	

11	Environmental (see notes – separate document)	
12	Crime and Disorder (see notes – separate document)	
13	Outcome Agreements	
CH - Summary		
<ol style="list-style-type: none"> 1. Council Tax Benefit was replaced in April 2013 by a Council Tax Reduction Scheme for 2013 – 2014 only. A new scheme needs to be adopted for 2014 – 2015. 2. Welsh Government funding for the scheme is not demand led but fixed based on the cost of the former Council Tax Benefit Scheme and additional costs of the scheme with regard to subsequent increases in Council Tax or increases in caseload for 2013 – 2014 and 2014 – 2015 will be met by the Council. 3. The Welsh Government has made regulations to introduce a national Council Tax Reduction Scheme for 2014 - 2015. However, obligations remain upon the Council to adopt a scheme. 4. The Council is required to adopt a Council Tax Reduction Scheme for 2014 – 2015 by 31 January 2014. This report enables the Executive to endorse a recommendation to the County Council to achieve that timetable. 		
D - Recommendation		
<p>To recommend to the County Council as follows :-</p> <ol style="list-style-type: none"> 1. To note the making of the Council Tax Reduction Scheme and prescribed Requirements (Wales) Regulations (“the Prescribed Requirements Regulations”) by the Welsh Assembly on 26 November 2013 and the proposed making of the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes)(Wales)(Amendment) Regulations by the Welsh Assembly on 14 January 2014. 2. To note the outcome of the consultation exercise undertaken by the Council on the renewal of the Council Tax Reduction Scheme for 2014 – 2015. 3. To adopt the Scheme as set out in Appendix B. 		

Name of author of report: Geraint Jones
Job Title: Revenues and Benefits Manager
Date: 29 November 2013

Appendices:
<p>Appendix A – Draft report to County Council Appendix B – Draft Council Tax Reduction Scheme 2014 - 15</p>
Background papers
<p>The Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations 2013 No. ??? (W???)</p>

The Council Tax Reduction Schemes (Default Scheme)(Wales) Regulations 2013 No. ???
(W???)

The Council tax Reduction Schemes (Prescribed Requirements and Default Schemes)
(Wales) (Amendment) Regulations 2014 No ??? (W???)

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	County Council
Date:	27 January 2014
Subject:	Council Tax Reduction Scheme
Lead Officer(s)	Clare Williams Head of Function (Resources)
Contact Officer	Geraint Jones Revenues and Benefits Manager (Ext. 2651)
Action :	To adopt the Council Tax Reduction Scheme

1. Purpose of the report

- 1.1** The report explains the requirement to adopt a scheme by 31 January 2014.

2. Background Information

- 2.1** The Council Tax Benefit Scheme was replaced from April 2013 with a Council Tax Reduction Scheme. Two main sets of regulations were made by Welsh Ministers – Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2012 and the Council Tax Reduction Schemes (Default Scheme)(Wales) Regulations 2012 (“the 2012 Regulations”).
- 2.2** The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2012 contained a sunset clause. As a result of this clause, the 2012 Regulations only applied to the 2013 – 2014 financial year. This clause required the regulations to be reviewed and a new set brought forward by 1 January 2014. If new regulations were not brought forward by this date, there would be no provision for Council Tax Reduction Schemes to be implemented in Wales after 31 March 2014.
- 2.3** Consequently, Welsh Ministers brought forward new Regulations which will govern the operation of Council Tax Reduction Schemes in Wales from 1 April 2014. One set places a duty on local authorities to introduce Council Tax Reduction Schemes in their area to apply from 1 April 2014 and prescribe what is to be included in a local scheme specifying areas where local discretion may apply. The other set of Regulations prescribed a “default” Council Tax Reduction Scheme which will take effect if a local authority does not adopt their own scheme. This Regulation will take effect if a local authority fails to make a local scheme by 31 January 2014.
- 2.4** The approach adopted in the 2012 Regulations has been continued in the 2013 Regulations with a national framework of support being retained and the levels of entitlement for eligible applicants being protected at their current levels. The proposed changes to the 2012 Regulations are in line with the Welsh Government’s wider policy objectives. The additional changes made to the 2012 Regulations are –

- Removal of the sunset clause thereby extending the application of the 2013 Regulations beyond the 2014 – 2015 financial year;
- Addresses minor technical amendments to bring into line with English Regulations;
- Includes amendments required for certain welfare reform changes e.g. Universal Credit and Armed Forces Independence Payment;
- Simplifications suggested by Local Government last year (but could not be incorporated within the timetable) to improve the process for applicants and reduce costs of administration;
- Practical adjustments needed from operating the scheme since April 2013 e.g. amending provisions in respect of changes of circumstances; and
- Responding to points raised as a result of the technical consultation.

2.5 On 26 November 2013, the Welsh Assembly approved two new sets of regulations: The Council Tax Reduction Schemes (Default Schemes) (Wales) Regulations 2013 ("the Default Scheme Regulations") and the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 ("the Prescribed Requirements Regulations"). These 2013 Regulations prescribe the main features of the Scheme to be adopted by all Councils in Wales for 2014 – 2015 onwards.

2.6 A further set of regulations to uprate the financial figure in line with the cost of living increases has been debated and approved by the Welsh Assembly on 14 January 2014 – the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2014. The Council's scheme allows for the uprated financial figures to be incorporated within the scheme recommended for adoption.

2.7 As with the 2012 Regulations, the approach to calculating the council tax reduction under the 2013 Regulations reflect the approach that was taken in calculating the former Council Tax Benefit. The Default Scheme Regulations set out the scheme that will apply in a Local Authority's area. The majority of the provisions within the Default Scheme Regulations mirror those by the Prescribed Requirements Regulations.

2.8 Similar to the 2012 Regulations, although a national scheme has been approved, within the Prescribed Requirements Regulations, there is limited discretion given to the Council to apply additional discretionary elements that are more generous than the national scheme and which provide for additional administrative flexibility. These are:

2.8.1 The ability to increase the standard extended reduction period of 4 weeks given to persons after they return to work where they have previously been receiving a council tax reduction that is to end as a result of their return to work;

2.8.2 Discretion to increase the amount of War Disablement Pensions and War Widows Pensions which is to be disregarded when calculating income of the claimant; and

2.8.3 The ability to backdate the application of council tax reduction with regard to late claims prior to the new standard period of three months before the claim.

2.9 The Council is also obliged to publish its draft scheme and consult any persons it considers likely to have an interest in the operation of its scheme. Having made a scheme, the authority must publish its scheme in an appropriate manner. Because of the tight timescales between the making of the Prescribed Requirements Regulations and 31 January 2014 (by which date the scheme has to be adopted), consultation has been truncated to a period between 9 December 2013 and 10 January 2014.

2.10 The Welsh Government undertook a technical consultation between 23 August 2013 and 20 September 2013 on the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013.

3. Main Issues

3.1 The Council for 2014 – 2015 is obliged to make a scheme under the requirements of the Prescribed Requirements Regulations notwithstanding the fact that a default scheme would come into effect even if the Council failed to make a scheme. The obligation is a statutory duty and applies even if the Council chose not to apply any of the discretions available to it.

3.2 The Council's recommended approach to the available local discretions is to continue to apply for the Council Tax Reduction Scheme 2014 – 2015 the same local discretion that it applied for the Council Tax Reduction Scheme 2013 - 2014 -

- The existing 4 week standard extended payment after people return to work remains unaltered with no local discretion being applied.
- For War Pension and War Disablement pensions when calculating income the Council will continue to disregard income as it currently does for the current reduction scheme. The on-going annual cost to the Council for 2014–2015 is estimated to be approximately £8,000 per year.
- That the maximum backdate available remains at the statutory 3 months for pensioner and working age claimants with no local discretion being applied.

As for 2013 – 2014, there is no additional money available from the Welsh Government to fund the discretionary elements.

3.3 The 2013 Regulations require the Authority for each financial year to consider whether to revise its scheme or to replace it with another scheme. The Authority must make any revision or replacement no later than 31 January in the financial year preceding the year they come into effect.

3.4 The function of making a scheme is not to be the responsibility of an executive of an authority under executive arrangements.

4. Financial Implications

4.1 The financial implications have been outlined in the budget reports to the Executive. The estimated cost of the Council Tax Reduction Scheme for 2013 – 2014 is £5.29m. Applying an increase to Council Tax of 5% takes this to £5.56m. Therefore, the projected cost of the proposed scheme in 2014 - 2015 is between £5.51m and £5.61m, which is £350k to £460k, more than the grant of £5.15m. The main area of uncertainty is the case load. In recent years, benefit claimants case load has increased by up to 6% in any year (the average for the last five years being 3%). Whilst this rate has now stabilised, it is still reasonable to expect an increase in case load in the current economic circumstances. Each 1% increase is £53k.

- 4.2 A budget provision of £400k is proposed to meet this shortfall which will be monitored in budget monitoring reports to the Executive.

5. Legal Implications

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

6. Risk Implications

- 6.1 The Council needs to manage the cost of the Council Tax Reduction Scheme within its budget. The amount of government support is limited to £5,154,000 for 2014 - 2015 and is provided on a fixed basis rather than the demand-led basis of support to council tax benefit.

7. Equalities Implications

- 7.1 As mentioned earlier in paragraphs 2.4 and 2.5 of this report, the 2013 Regulations mirror the calculations of the 2012 Regulations in replicating for the Council Tax Reduction Scheme the approach that was taken in calculating the former Council Tax Benefit. The 2013 Regulations reaffirm that up to 100% Council Tax Reduction will apply.
- 7.2 The Council has undertaken a consultation exercise in the limited time available and that consultation assists the Council in satisfying the public sector equality duty in the Equality Act.
- 7.3 The Welsh Government has compiled an equalities impact assessment following its consultation for the 2012 Regulations. A local equalities impact assessment has been carried out on behalf of the Council in joint arrangements across Wales also with regard to the 2012 Regulations and a copy is available by application to the Finance Department.

Background Documents

The Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations 2013 No 10000 (W10000).

The Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2013 No 10000 (W10000).

The Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2014 No 10000 (W10000)

Technical Consultation on Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 – 20 September 2013.

Welsh Government Response to the Technical Consultation on the Council tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013

Summary of main issues

1. Council Tax Benefit was replaced in April 2013 by a Council Tax Reduction Scheme for 2013 – 2014 only. An almost identical Council Tax Reduction Scheme will apply for 2014 – 2015 onwards.

2. Welsh Government funding for the scheme is fixed, based on the cost of the previous Council Tax Benefit Scheme.
3. The Welsh Government has made regulations to introduce a national Council Tax Reduction Scheme for 2014 – 2015. However, the obligation remains upon the Council to adopt a scheme for 2014 - 2015.
4. The Council is required to adopt a Council Tax Reduction Scheme by 31 January 2014.
5. A summary scheme is set out in Appendix A in this report. The costs of the scheme will exceed the Government's funding. The additional funding requirement is taken into account as part of the 2014 - 2015 budget.

Recommendation

1. To note the making of the Council Tax Reduction Scheme and Prescribed Requirements (Wales) Regulations ("the Prescribed Requirements Regulations") by the Welsh Assembly on 26 November 2013 and the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2014 ("the Amending Regulation") by the Welsh Assembly on 14 January 2014.
2. To note the outcome of the consultation exercise undertaken by the Council on the introduction of the Council Tax Reduction Scheme outlined in Appendix B.
3. To adopt the Scheme as set out in Appendix A.
4. That delegated authority be given to the Head of Function (Resources) to amend the Local Council Tax Support Scheme 2014-15 should this be required to take account of any amending regulations subsequently passed by the Welsh Assembly.

GERAINT JONES
REVENUES AND BENEFITS MANAGER

28 NOVEMBER 2013



Isle of Anglesey County Council

Council Tax Reduction Scheme 2014 - 2015 (and future years)

Prescribed Scheme for Pensioner and Non Pensioner Claimants

Introduction

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

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

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

On 26 November 2013, the Welsh Assembly approved two new sets of regulations: “The Council Tax Reduction Schemes (Default Schemes)(Wales) Regulations 2013 (“**the Default Scheme Regulations**”) and “The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (**the Prescribed Requirements Regulations**”) – these can be accessed:

Default Scheme Regulations

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

Prescribed Requirements Regulations

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

Amending Regulations

On 14 January 2014 a further set of amending regulations to mainly update the financial figures in line with the cost of living increases and address a number of minor technical points identified during scrutiny of the 2013 Regulations were approved by the Welsh Assembly - the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2014 (**Amending Regulations**). These can be accessed:

<http://www.legislation.gov.uk/wsi/2014/????/contents/made>

These regulations therefore prescribe the main features of the scheme to be adopted by all Councils in Wales. An obligation, therefore, remains upon the Isle of Anglesey County Council to adopt a scheme. The Isle of Anglesey County Council is required to adopt a Council Tax Reduction Scheme by 31st January 2014 for 2014 – 2015 onwards.

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

If the Isle of Anglesey County Council fails to make a scheme by 31st January 2014, then the default scheme shall apply under the provisions of the Default Scheme Regulations. The Isle of Anglesey County Council can, however, only apply discretion if it adopts its own scheme under the Prescribed Requirements Regulations.

The Welsh Government has advised that further minor amendments to technical regulations made last year, such as those relating to fraud investigation, will be brought forward between January and March 2014.

DRAFT

Local Council Tax Reduction Scheme Requirements

The full Council of the Isle of Anglesey County Council approved its Local Council Tax Reduction Scheme on 27 January 2014 relating to the year beginning 1st April 2014 and also for future years. It specifies, in accordance with the Prescribed Requirements Regulations:–

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

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

The Isle of Anglesey County Council formally adopted its Local Council Tax Reduction Scheme based on requirements as detailed in the Welsh Government's "The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 No.???(W.???) (Prescribed Requirements Regulations) and the Council Tax Reduction Schemes (Prescribed Requirements and Default Schemes) (Wales) (Amendment) Regulations 2014 (Amending Regulations). The Prescribed Requirements Regulations and amending regulation can be accessed at:-

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

<http://www.legislation.gov.uk/wsi/2014/????/contents/made>

In summary:-

Part 1 of the Prescribed Requirements Regulations:

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

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

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

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

Pensioners who fall within Classes A to B.

Non-pensioners who fall within Classes C to D.

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

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

Persons whose capital exceeds £16,000.

Persons who are absent for a period from a dwelling.

Persons who are students.

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

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

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

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

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

This provides for the application of this scheme to students.

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

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

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

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

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

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

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

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

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

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

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

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

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

- i. By appointment to attend to complete the form at the Revenues and Benefits Section Offices, Resources Function, County Offices, Llangefni, LL77 7TW (Telephone 01248 752658/752226) or for vulnerable clients to attend at their home to complete the application form;
- ii. By appointment to complete the form over the telephone to the Revenues and Benefits Section Offices, Resources Function, County Offices, Llangefni, LL77 7TW (Telephone 01248 752658/752226);
- iii. By appointment to complete the form at the J E O'Toole Centre, Trearddur Square, Holyhead, LL65 1NB (Telephone 01407 760208);
- iv. Electronically via the Isle of Anglesey County Council's web site
- v. Department of Work and Pension Local Authority Input Document (LAID) and Local Authority Customer Information (LACI) where they declare an intention to claim a Council Tax Reduction
- vi. Electronically in some other format as the Isle of Anglesey County Council may decide in the future.

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

By approved application form received by the Isle of Anglesey Resources Function, Revenues and Benefits Section at its designated offices at Council Offices, Llangefni, LL77 7TW or the Benefits Office, Room 3, 2nd Floor, Town Hall, Newry Street, Holyhead, LL65 1HU.

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

INDIVIDUAL ELEMENTS	INCOME DISREGARDED
War Disablement Pension	Yes (£10 statutory, 100% Local)
War Widows or War Widower's Pension	Yes (£10 statutory, 100% Local)
War Widow Pension (Pre 1973 – SPAL)	Yes (2014-15) 100% statutory, £???.?? subject to annual uprating*)
Unemployability Supplement	No
Additional Allowance for Wife (paid with Unemployability Supplement)	No
Constant Attendance Allowance	Yes (statutory)
Invalidity Allowance	No
Comforts Allowance	No
Age Allowance	No
Allowance for Lower Standard of Occupation	No
War Pensioners Mobility Supplement	Yes (statutory)
Exceptionally Severe Disablement Allowance	Yes (statutory)
Severe Disablement Occupational Allowance	Yes (statutory)
Child Allowance	No

*this is set by the Naval, Military and Air forces etc. "Disablement and Death" Service Pension Order 2006. Uprating for 2014 – 2015 has not yet been received.

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	The Executive
Date	13 January 2014
Subject	The Executive's Forward Work Programme
Portfolio Holder(s)	Cllr Ieuan Williams
Lead Officer(s)	Deputy Chief Executive
Contact Officer	Huw Jones Interim Head of Democratic Services (Tel. 01248 752108)
Nature and reason for reporting:	
To seek approval of the Executive's updated Forward Work Programme in accordance with the Council's Constitution.	

A – Introduction / Background / Issues
See CH – Summary

B – Considerations
See CH – Summary

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

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

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

2.0 Role of Scrutiny

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

D – Recommendation

Members of the Executive are requested to:

confirm the attached updated work programme which covers February – July 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: 2 January 2014

Appendices:

Executive Forward Work Programme: February – July 2014.

Background papers

Previous forward work programmes.

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014



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 **February – July 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: February – July 2014

Updated: 2 January 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
1	Corporate Scorecard – Qtr 3, 2013/14 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	3 February 2014	10 February 2014	
2	2013/14 Revenue and Capital Budget Monitoring Report – Qtr 3 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		10 February 2014	
3	2014/15 Budget Category: Strategic	Adoption of final proposals for recommendation to the County Council.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones	Corporate – 14 Jan 2014 Partnership – 15 Jan 2014 Democratic – 30 Jan 2014	10 February 2014	27 February 2014
4	Housing Revenue Account (HRA) Business Plan and HRA Shadow Business Plan Category: Strategic	Approval.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		10 February 2014	
5	Standard Charge 2014/15 – Council Care Homes Category: Strategic	Approval.	Community	Clare Williams Head of Function – Resources / Gareth Llwyd Business Support Unit Manager Cllr Kenneth P Hughes		10 February 2014	

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

	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	Independent Sector Residential and Nursing Home Fees 2014/15 Category: Strategic	Approval.	Community	Gareth Llwyd Business Support Unit Manager Cllr Kenneth P Hughes		10 February 2014	
7	Charges for community care services 2014/15 Category: Strategic	Approval.	Community	Gareth Llwyd Business Support Unit Manager Cllr Kenneth P Hughes		10 February 2014	
8	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		17 February 2014	
9	Changes to the Constitution – Presiding Member Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		17 February 2014	27 February 2014
10	Changes to the Constitution – Remote Attendance Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		17 February 2014	27 February 2014

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

	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
11	Updates to the Constitution – Family Absence Regulations Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		17 February 2014	27 February 2014
12	HRA Subsidy Reform Category: Strategic	Changes and impact of the Housing Revenue Account subsidy system in Wales.	Community	Clare Williams Head of Function – Resources / Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 February 2014	
13	Housing Rents 2014/15 Category: Operational	Approval of proposed rent increase for 2014/15 for Council house tenants.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 February 2014	
14	Service Charges for Council Tenants and Leaseholders Category: Strategic	Adoption of policy to introduce service charges to tenants.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 February 2014	
15	Affordable Housing Category: Strategic	For information, as requested by the Finance Portfolio Holder (as per Executive minutes - 21.10.13).	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 February 2014	

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Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

	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	National Model for Improving Schools Category: Strategic	Approval.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning Cllr Ieuan Williams		17 February 2014	
17	North Wales Residual Waste Treatment Project Category: Strategic	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
18	Consideration of the Lease at Newry Beach, Holyhead Category: Strategic	To respond to a request from the developer with regard to the proposed Waterfront development.	Sustainable Development	Dewi Williams Head of Environment and Technical Cllr Richard Dew		17 February 2014	
19	Community Benefit Contributions Category: Strategic	Secure formal endorsement for the Council's policy and strategy.	Sustainable Development	Dylan Williams Head of Economic and Community Regeneration Cllr Aled Morris Jones		17 February 2014	
20	Môn/Gwynedd Building Control Integration Category: Operational	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Regulation Cllr J Arwel Roberts		17 February 2014	

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

	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	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		17 March 2014	
22	Annual Equality Report Category: Strategic	To approve the annual report for publication	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Kenneth P Hughes		17 March 2014	
23	Discretionary Rate Relief Policy for Charities and Non Profit-Making Organisations Category: Strategic	Approval to extend the Policy.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		17 March 2014	
24	Discretionary Housing Payments for 2013/14 Category: Strategic	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	
25	Public Sector Housing Capital Programme 2014/15 Category: Strategic	To approve the capital programme and allocated budget.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 March 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

	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	Common Allocations Policy Category: Strategic	Adoption of new Common Allocations Policy.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 March 2014	
27	Options appraisal on the Housing Services Building Maintenance Unit Category: Operational	Decision required on the provision of the Council housing maintenance service.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		17 March 2014	
28	Deposit Local Development Plan Category: Strategic	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	
29	Joint Working with Horizon Category: Strategic	Approval to proceed with improvements to the A5025.	Sustainable Development	Dewi Williams Head of Environment and Technical Cllr Richard Dew		17 March 2014	
30	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		22 April 2014	
31	Local Housing Strategy 2014-2019 – draft Category: Strategic	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

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

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
32	The Executive's Forward Work Programme Category: Strategic	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		May 2014	
33	Corporate Scorecard – Quarter 4, 2013/14 Category: Strategic	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands		May 2014	
34	2013/14 Revenue and Capital Budget Monitoring Report – Quarter 4 Category: Strategic	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		May 2014	
35	The Executive's Forward Work Programme Category: Strategic	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		June 2014	
36	Welsh Language Scheme Monitoring Report Category: Operational	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		June 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: February – July 2014

Updated: 2 January 2014

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 Lein Amlwch Category: Strategic	Decision required on the future of the Line.	Sustainable Development	Dewi Williams Head of Environment and Technical Cllr Richard Dew		June 2014	
38 The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		July 2014	

* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13 January, 2014
Subject	Informal Carers of Adults and Young Carers – Local Commissioning Intentions and Priorities
Portfolio Holder(s)	Councillor Kenneth P Hughes
Contact Officer	Brian Jones, Older People Strategy Co-ordinator
Nature and reason for reporting	
<p>Endorse:</p> <ol style="list-style-type: none"> 1. The vision and commissioning intentions to underpin our support of Informal Carers; 2. Local performance and direction of travel against the National Performance Framework; 3. Proposed strategic priorities for Anglesey; 4. Medium term outline improvement plan. 	

A – Introduction / Background / Issues
<p>A carer can be anyone, of any age, who provides unpaid care and support to a relative, friend or neighbour who is disabled, physically or mentally ill, or affected by substance misuse.¹</p> <p style="text-align: right;">(Welsh Government Carer Strategy 2013)</p> <p>The definition also includes Young Carers</p> <p>Young carers are children and young people under the age of 18 who provide or intend to provide care, assistance or support to another family member who is disabled, physically or mentally ill, or has a substance misuse problem. They carry out, often on a regular basis, significant or substantial caring tasks, taking on a level of responsibility that is inappropriate for their age or development.²</p> <p style="text-align: right;">(Social Care Institute for Excellence, 2005)</p> <p>The word ‘carer’ used throughout the document includes both definitions but both definitions may also be referenced individually to highlight specific differences.</p> <p>Some characteristics of informal carers are summarised in Appendix 1 to this report.</p>

¹ Refreshed Carers Strategy Wales provides a framework which agencies across Wales can work together to deliver services and support to Carers.

² SCIE is a UK Charity set up by Government and funded by the UK Department of Health to disseminate the knowledge base for good practice in all aspects of Social Care.

B - Considerations

Carers on Anglesey have consistently said that the most important thing they need is good quality reliable support for the people that they care for, in sufficient quantity to enable them to have opportunities for themselves. To be able to carry out their caring role, people have said that what is important to them is:

- Recognition and respect
- Information and advice
- Clear and accessible assessments of their need
- Opportunities to have a break from the caring role
- Development of more respite services

Towards a Commissioning Strategy

Carers will be involved in developing a Carers Strategy and this will feed into the Local Authority's commissioning strategy. Carers Outreach has sent questionnaires to approximately 900 carers registered with them and an online questionnaire was placed on the Council website. Carers assessors have also gathered information around carers issues. Statistical evidence was also used from National research undertaken by Carers UK and the Princess Royal Trust for Carers. The 2011 census also asked people about their caring roles. We used all available information to look at what people need and to develop a menu of services to achieve the right outcome for Carers to support them in the caring role.

Young Carers services in North West Wales – Isle of Anglesey and Gwynedd are provided by Action for Children. At present discussions are being held internally to look at the future commissioning needs of this specific group of Carers in line with services provided by the other North Wales authorities.

Strategic priorities for Anglesey

- Integrate Anglesey Carers Strategy into our commissioning and service plans.
- Promote the health and wellbeing of carers.
- Promote the rights of carers to receive a separate assessment of their needs.
- Promote early identification of the needs of carers to receive appropriate and timely support services.
- Develop efficient and effective referral pathways.
- Provide specialist additional support to meet the unique needs of Young Carers
- Continue to develop a range of support services in partnership with Health and 3rd Sector to provide meaningful breaks from caring enabling carers to continue in their caring roles.
- Promote the continued development of information services and advice to as a form of support for carers.
- Continue to promote the range of respite care services available to support carers.
- Support opportunities to enable carers to continue in paid employment or return to work.
- Continue to develop support services and social recreation opportunities to improve carers quality of life.
- Support carers with good financial advice.
- Develop flexible housing solutions.
- Identify and agree supporting policies, procedures and performance management arrangements.

Social Services will be developing a commissioning strategy for carers over the coming months – for consideration and endorsement by the Senior Leadership Team (SLT) and Executive Committee early next year.

A medium term outline Improvement Plan has been developed (**APPENDIX3**) as a basis for discussion and endorsement by both the Carers Partnership Board and the Local Authority.

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

C – Implications and Impacts

13	Outcome Agreements	
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D - Recommendation

The Executive Committee is asked to endorse:

- The proposed vision to underpin our support of all Informal Carers (paragraph 2.2 above)
- Local Performance and direction of travel against the National Performance Framework (paragraph 2.5 above)
- The proposed strategic priorities for Anglesey (paragraph 2.10 above)
- The medium term outline Improvement Plan (**APPENDIX 3**)

Name of author of report

Anwen Davies

Date

27.11.2013

Appendices:

Appendix 1 - Some Characteristics of Informal Carers

Appendix 2 - Other Principle Legal Frameworks – Informal Carers

Appendix 3 - Medium Term Outline Improvement Plan – Supporting All Informal Carers

Background papers

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	Executive Committee
DATE:	13 January, 2014
TITLE OF REPORT:	Informal Carers of Adults and Young Carers – Local Commissioning Intentions and Priorities
PURPOSE OF THE REPORT:	Endorse: <ol style="list-style-type: none"> 1. The vision and commissioning intentions to underpin our support of Informal Carers; 2. Local performance and direction of travel against the National Performance Framework; 3. Proposed strategic priorities for Anglesey; 4. Medium term outline improvement plan.
CONTACT OFFICER:	Brian Jones, Older People’s Strategy Co-ordinator
REPORT BY:	Anwen Davies, Head of Adults Services
CORPORATE DIRECTOR:	Gwen Carrington, Director of Community

1.0 BACKGROUND/CONTEXT

1.1 Who is a Carer?

A carer can be anyone, of any age, who provides unpaid care and support to a relative, friend or neighbour who is disabled, physically or mentally ill, or affected by substance misuse.³

(Welsh Government Carer Strategy 2013)

The definition also includes **Young Carers**

Young carers are children and young people under the age of 18 who provide or intend to provide care, assistance or support to another family member who is disabled, physically or mentally ill, or has a substance misuse problem. They carry out, often on a regular basis, significant or substantial caring tasks, taking on a level of responsibility that is inappropriate for their age or development.⁴

(Social Care Institute for Excellence, 2005)

³ Refreshed Carers Strategy Wales provides a framework which agencies across Wales can work together to deliver services and support to Carers.

⁴ SCIE is a UK Charity set up by Government and funded by the UK Department of Health to disseminate the knowledge base for good practice in all aspects of Social Care.

The word 'carer' used throughout the document includes both definitions but both definitions may also be referenced individually to highlight specific differences.

Some characteristics of informal carers are summarised in **Appendix 1** to this report.

The term carer should not be confused with care worker or care assistant.

2.0 DISCUSSION

2.1 Why do carers need support?

- Taking on a caring role can mean facing a life of poverty, isolation, frustration, ill health and depression.
- Young carers may feel isolated in their caring role and unable to reach their full potential at school or college.
- Young Carers miss out on opportunities, like their peers, to take part in leisure and social activities
- Many carers give up an income, future employment prospects and pension rights to become a carer.
- Many carers also work outside the home and are trying to juggle jobs with their responsibilities as carers.
- The majority of carers struggle alone and do not know that help is available to them.
- Carers say that access to information, financial support and breaks in caring are vital in helping them manage the impact of caring on their lives.
- To prevent adverse impact on the wider family (including other children and siblings) due to demands of caring.

2.2 Vision

It is likely that there will be:

- A significant increase in older carers looking after a spouse or partner.
- A significant number of working age adults struggling to support parents while holding down a job.
- Carers of all ages in the caring role for longer periods of time.
- More parent carers looking after a child with very complex needs for years.
- More parents of an adult child with a disability caring well into their 80`s and 90`s.
- More young carers looking after parents, siblings and other family members, who have a variety of needs

The vision for carers on Anglesey is: - **a society, in which unpaid carers of all ages are recognised, valued and supported.**

To achieve this vision it will require the participation of carers, communities and organisations. The following outcomes for the strategy are:

- No assumption is made regarding the Carers capacity or willingness to take responsibility to continue to care.

- Carers are respected as expert care partners and will have access to the integrated and personalised services they need to support them in their caring role.
- Carers will be able to have a life outside their caring role.
- Carers will be supported so that they are not forced into financial hardship by their caring role.
- Carers will be supported to stay mentally and physically well and treated with dignity.
- Young Carers will be able to reach their full potential emotionally, socially and educationally, and are full and valued members of their local community.

2.3 Carers Profile

2.3.1 Role played by informal carers

The past twenty years has seen a much greater awareness among the general public, politicians and those who plan and commission services of the role played by unpaid carers. There is a greater recognition of the need to support carers and the advantages of doing so. With increasing numbers of older people and increasing pressures upon public services there are clear social and economic benefits to enable carers to continue in their caring role.

2.3.2 Carers in Wales

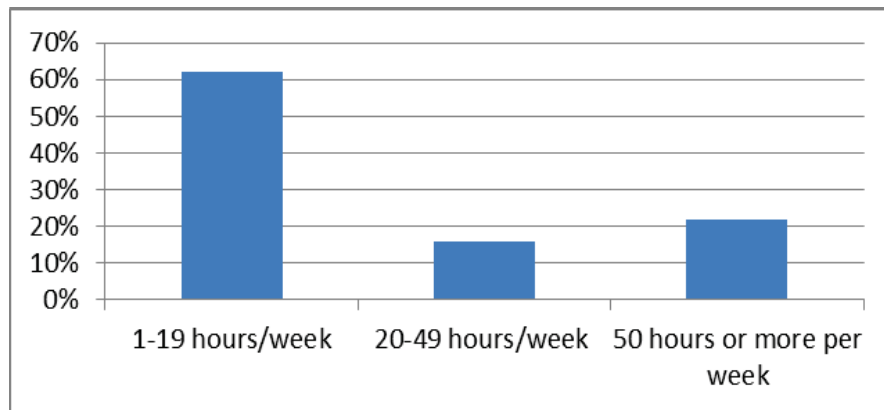
The Census 2011 cited Wales with 370,230 carers providing support for their friends and relatives. Since 2001 there has been an increase of approximately 30,000 people providing unpaid care in Wales representing an increase of 3% in the proportion providing care. The growth in unpaid care was highest in the 50 hours or more per week category. In Wales in 2011, 103,748 people in Wales fell into this category.

2.3.3 Carers on the Isle of Anglesey.

The total population on Anglesey from the 2011 census was 69,700. Of this figure, **7,220 people identified themselves as carers, which is 10.35% of Anglesey's population**, however carers known to the Department and Carers Outreach Service numbers just under 1000 people. This demonstrates there are a large number of people who have not been identified as carers or don't see themselves as informal carers. This clearly is one of the main priorities to identify and provide support to this cohort of people. An analysis of the registered carers demonstrates that 62% provide between 1-19 hours/week, 16% provide between 20-49 hours/week and 22% provide 50 hours or more per week.⁵ This profile is illustrated below:

⁵ Daffodil is a multiple download facility to monitor projections in the need for care services in Wales. The facility is funded by Welsh Government and hosted by the WLGA.

Diagram 1
Profile of Informal Carers on the Isle of Anglesey



Detailed statistics are not currently available regarding Young Carers on the Isle of Anglesey. We do however know that during the last quarter – July to September 2013, 111 children and young people had been identified and assessed as being Young Carers. Their profile was as follows:-

- 42 between the ages of 5 – 10 Years
- 69 between the ages of 11 – 18 years
- 52 Males
- 59 Female

Young Carers on the Isle of Anglesey are –

- Supporting parents who may have a Physical illness, Mental Illness, Learning disability, Alcohol and substance misuse;
- Or a combination of the above conditions;
- Supporting siblings who have a physical disability or a learning disability;
- Supporting grandparents who have a physical illness.

2.4 How Do We Currently Support Carers?

2.4.1 The Adults' Services Carers Team supports carers over the age of 18 who are supporting someone over the age of 18. Two carers' officers provide support to carers and they complete approximately 500 carers' assessments and reviews per annum. Social Services has a well-established Flexible Purchasing Budget arrangement which has enabled the Carers' Officers to respond to carers needs in an innovative and flexible manner.

2.4.2 Our local support, practice and mechanisms to informal carers are multi-faceted:-

- The support provided to carers covers a wide range of services and resources. While some services are provided directly to carers, other services are provided to the person with support needs and should benefit carers by reducing the impact of caring and/or the number of hours they provide caring.

- Assessment and Care Management practice takes carers needs into account when people with care and support needs are being assessed.
- A key aim is to reinforce that if carers are to be recognised and supported as partners in care, then they should be consulted when the needs of the cared for are being assessed and care plans drawn up or reviewed.
- Direct support provided to carers includes advice and information, financial and benefits advice, carer training, personal development and capacity building, emotional support and counselling and short breaks from caring. Carers are also supported to engage with agencies that support carers to undertake training, education and employment opportunities.
- It is also important that carers have access to universal services such as housing, transport, lifelong learning and cultural and leisure opportunities and support in and into employment, education and training.

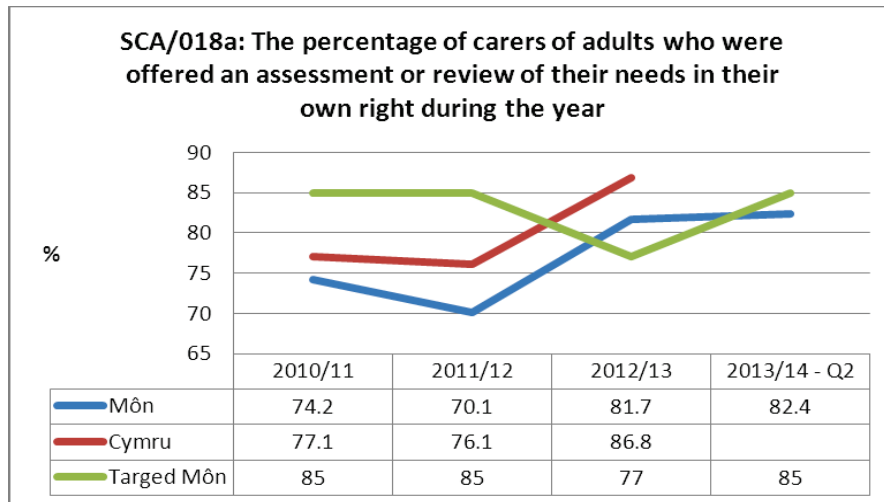
2.4.2 Action for Children currently provides direct services to Young Carers as part of a service level agreement with Children's Services. 4 part time staff are employed and offer the following services:-

- 1 to 1 support – this service is particularly important for the 48 Young Carers who are looking after parents who have a diagnosed mental illness. This aspect of the work includes direct work with the child and staff attending relevant meetings to support the family's situation.
- Group activities – these have been held during August and September instead of trips out
- Individual Respite support – this has been provided for 12 Young Carers during the last quarter (July to September 2013) who have been under considerable strain in their caring roles, because of either a deterioration in the condition of the person they care for, or other significant changes in their circumstances like relationship breakdown.
- Joint working with other agencies – statutory and non-statutory e.g. children and adult services, community nurses, education welfare, Team around the family, Hafal, Carers Outreach
- Drop in sessions – These are held on a regular basis in all secondary schools on the Isle of Anglesey. 30 children accessed this service during the last quarter
- Young Carers have directly been involved in the recruitment of staff within the service
- Action For Children staff and the Young carer review their work together on an annual basis but this can be more frequent if the child/young person is on the child protection register or there has been a change in circumstances
- Young carers and their families are also encouraged to take part in relevant research projects and consultation exercises with the support of Action for Children at a local and National level. During the last quarter families took part in consultation exercises with the local authority about the council's priorities and the Carers Strategy.

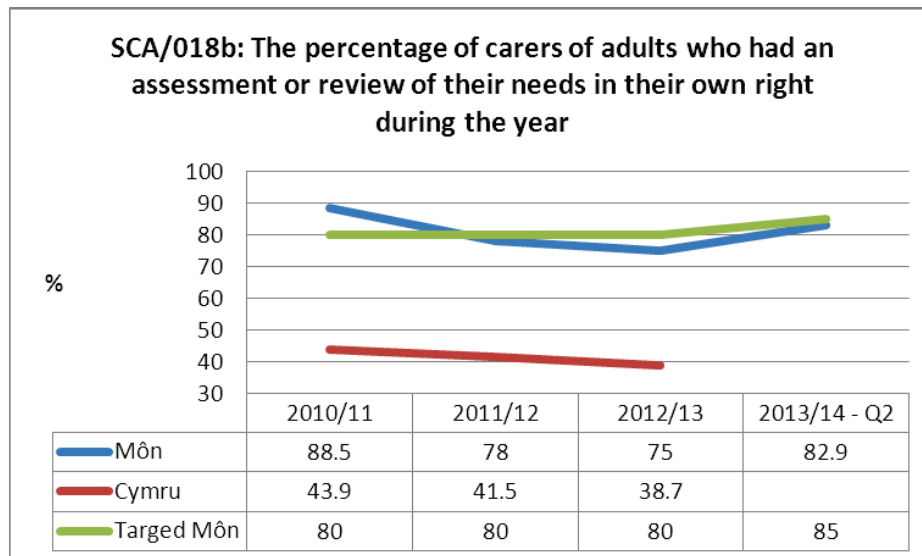
2.5 How well are we performing?

This area of our Local Authority business is the subject of one of the key performance indicators underpinning the Welsh Government performance measurement framework in respect of adult social care.

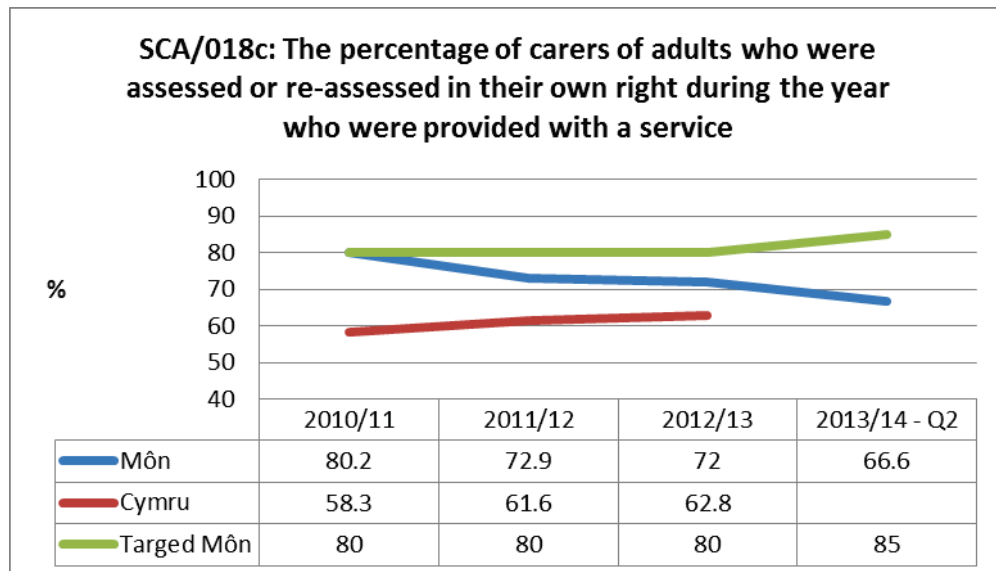
- Assessment and support of informal carers is important to us. During 2012/13, 81.7% (10% more than 2011/12) of informal carers of adults were offered an assessment or review of their needs in their own right (compared with the national Welsh average of 86.8% during 2012/13).



- 75% of carers offered an assessment received an assessment which is slightly lower than the previous year. Nevertheless we still remain far in excess of the National average (38.7% during 2012/13). Our local analysis of the data concluded that this drop in performance occurred during quarter 4 of the last year and in the main was due to long term sickness absence.



- 72% of informal carers who were assessed or re-assessed were provided with a service which more or less mirrored the previous year's performance levels and significantly above the National Average (62.8% in 2012/13).



An improvement journey is ongoing within Adults' Services as a catalyst to further improve our assessment and support arrangements for carers.

We have continued to evidence our investment and support of carers across all user groups and seek to ensure that carers are given opportunities to engage in meaningful activities outside the carer's role. One area worthy of particular reference is our drive in seeking to ensure more meaningful engagement of carers as training participants and trainers. Recognition of carers invaluable expert role and facilitating the delivery of their powerful messages to our staff groups has been a priority for us.

Action for Children collate quarterly information about the outcomes their services produce for the children and young people who use the Young Carers Services that improves their quality of life.

2.6 Legislation

There is a range of legislation that places a duty on both Local Authorities and the Health Service to provide good quality support for carers. The most recent is the **Refreshed Carers Strategy for Wales**¹. This strategy provides a coherent framework, so that agencies across Wales can work together to deliver services and support to carers.

The key priority areas in this strategy include:

- Health and Social Care
- Information, identification and consultation
- Young carers and young adult carers
- Support and life outside the caring role
- Carers and employment

The other principle legal frameworks are summarised in **Appendix 2**

2.7 Carers Champion (Elected Member)

The Local Authority has recently appointed a Carers Champion – Councillor Llinos Medi Huws. The Carers Champion will:

- Lead an effective multi-agency Carers' Strategy as required under the Carers Strategies (Wales) Measure 2010.
- Represent the Authority when there is a need to promote Carers issues at a local level and facilitate collaborative working between Council Departments in order to offer support to carers.
- Ensure carers have easy access to ways they can be heard when the authority is making plans around commissioning and service development and training staff. In particular ensure they can get involved in the scrutiny process and that Cabinet hears carers' views about progress and/or reviews of the Carers' Strategy.

2.8 Carers Partnership Board

A Carers Partnership Board has been established and currently chaired by Carers Outreach. Membership comprises Social Services including the Carers Champion, third sector organisations providing a service to carers and carer representatives providing a voice for carers. The purpose of the Partnership Board is to:-

- Share information and strengthen links between all organisations providing services for carers.
- Ensure that services for carers are effectively planned, delivered and reviewed and ensure the best use is made of available resources.
- Set the strategic direction for services for carers in Anglesey in response to local need and in response to local and national policies and strategic frameworks.

2.9 What Carers say they need

Carers on Anglesey have consistently said that the most important thing they need is good quality reliable support for the people that they care for, in sufficient quantity to enable them to have opportunities for themselves. To be able to carry out their caring role, people have said that what is important to them is:

- Recognition and respect
- Information and advice
- Clear and accessible assessments of their need
- Opportunities to have a break from the caring role
- Development of more respite services

2.10 Towards a Commissioning Strategy

2.10.1 Carers will be involved in developing a Carers Strategy and this will feed into the Local Authority's commissioning strategy. Carers Outreach has sent questionnaires to approximately 900 carers registered with them and an online

questionnaire was placed on the Council website. Carers assessors have also gathered information around carers issues. Statistical evidence was also used from National research undertaken by Carers UK and the Princess Royal Trust for Carers. The 2011 census also asked people about their caring roles. We used all available information to look at what people need and to develop a menu of services to achieve the right outcome for Carers to support them in the caring role.

Young Carers services in North West Wales – Isle of Anglesey and Gwynedd are provided by Action for Children. At present discussions are being held internally to look at the future commissioning needs of this specific group of Carers in line with services provided by the other North Wales authorities.

2.10.2 Strategic priorities for Anglesey

- Integrate Anglesey Carers Strategy into our commissioning and service plans.
- Promote the health and wellbeing of carers.
- Promote the rights of carers to receive a separate assessment of their needs.
- Promote early identification of the needs of carers to receive appropriate and timely support services.
- Develop efficient and effective referral pathways.
- Provide specialist additional support to meet the unique needs of Young Carers
- Continue to develop a range of support services in partnership with Health and 3rd Sector to provide meaningful breaks from caring enabling carers to continue in their caring roles.
- Promote the continued development of information services and advice to as a form of support for carers.
- Continue to promote the range of respite care services available to support carers.
- Support opportunities to enable carers to continue in paid employment or return to work.
- Continue to develop support services and social recreation opportunities to improve carers quality of life.
- Support carers with good financial advice.
- Develop flexible housing solutions.
- Identify and agree supporting policies, procedures and performance management arrangements.

Social Services will be developing a commissioning strategy for carers over the coming months – for consideration and endorsement by the Senior Leadership Team (SLT) and Executive Committee early next year.

A medium term outline Improvement Plan has been developed (**APPENDIX3**) as a basis for discussion and endorsement by both the Carers Partnership Board and the Local Authority.

3. **RECOMMENDATIONS**

The Executive Committee is asked to endorse:

- 3.1 The proposed vision to underpin our support of all Informal Carers (paragraph 2.2 above)
- 3.2 Local Performance and direction of travel against the National Performance Framework (paragraph 2.5 above)
- 3.3 The proposed strategic priorities for Anglesey (paragraph 2.10 above)
- 3.4 The medium term outline Improvement Plan (**APPENDIX 3**)

OBSERVATIONS FROM SCRUTINY

This report was submitted to the Corporate Scrutiny Committee at its meeting convened on 28 October, 2013. In supporting the recommendations submitted, Scrutiny Members discussed and highlighted:

- Issues in relation to the pressures on young carers and the need to identify them;
- Need to strategically address the needs of young carers;
- The importance to carers of the provision and availability of respite care.

The version of this report submitted to the Executive Committee includes our work in support of young carers.

Some Characteristics of Informal Carers

- Many Carers live in the same house as the person they care for. Others live nearby and visit regularly. Some live a distance away and visit weekly or monthly. Some provide care for a limited period of time or as part of an informal family support network. Some provide care for more than one person. Caring often impacts on the whole family, not just on one person, and there is no typical Carer.
- Carers are individuals who may not see themselves as Carers, but see themselves above all as a parent, child, wife, husband, partner, friend or neighbour. Carers' circumstances vary enormously, as can the type of support they provide, which might be practical, emotional or financial in nature. For example, a Carer supporting someone with a fluctuating mental health problem may provide emotional support. Someone caring for a person who is sick, disabled or frail may provide personal care (i.e. help with washing) and assist with practical tasks.
- Taking on a Caring responsibility/role can be a gradual process or it can happen overnight. For example, someone can be plunged into caring when a partner has a car crash or a stroke. Other people move more gradually into a caring role when a relative's health deteriorates over time, which they see as part and parcel of family life. They don't recognise that as the person they look after needs increasingly more support, they are increasingly becoming a Carer. People don't always recognise that they have taken on more caring responsibilities, and are entitled to support in their role as Carer. Equally as important is the need to support Carers who no longer have a caring responsibility. Often those that have lost a loved one following years of caring will need support, bereavement counselling or learning/careers advice.
- Many Carers undertake a caring role as well as working, attending school or raising their own families. In addition to caring, Carers may also have to deal with other challenges in their lives, for example, they may have a disability themselves, they may be a parent Carer or Carer for a person with mental health problems, they may be trying to balance work, studying and caring. The Carer does not have to live with the person they care for to be considered a Carer and the care they provide is unpaid. Carers are a diverse group of people and have different needs and demands on their time. Carers come from all walks of life; they can be any age, any gender, and from any culture.

Other Principle Legal Frameworks – Informal Carers

The **Social Services and Wellbeing (Wales) Bill 2013** is a new piece of legislation which will, amongst other things, place a duty upon the Local Authority to assess carers needs for support if it appears to the authority that a carer may have needs for support.

The Equality Act 2010 provides protection for carers where they are provided with a worse service than someone who is not caring for a disabled person. It also includes protection where carers are discouraged or prevented from using a service because they are caring for a disabled person.

Older People`s National Service Framework (Welsh Assembly Government, 2006), this framework advocates involving carers in the Unified Assessment process and providing them with up to date information.

Together for Health (Welsh Government 2011), this five year vision for the NHS in Wales emphasises the importance of utilising the 3rd Sector to support carers.

Medium Term Outline Improvement Plan – Supporting All Informal Carers

Strategic Aims	Operational Actions	Performance Indicator	Commissioning Intentions
<p>Information, Identification and Consultation.</p> <p>To promote the provision of information and advice services to support all carers.</p>	<ul style="list-style-type: none"> • Work to produce an information pack which provides all carers with the information which they need, can easily understand, makes the necessary linkages between services and tells carers how much the service will cost. • Ensure that all Carers are offered an assessment of their needs in their own right. • Work in partnership with 3rd sector providers to develop services in line with the carers commissioning intentions and service 	<p>No of Carers accessing information packs and receiving support through different services.</p> <p>Number of Carers who were offered an assessment of their needs in their own right</p>	<p>Strengthen arrangements with Carers Outreach to develop a carers hub model to provide advice and support plus work closer with community equipment and telecare services.</p> <p>Commission the re-establishment of a Carers Forum and a range of peer support groups.</p>

<p>To promote the early identification of all carers to receive appropriate support services.</p>	<p>intentions document.</p> <ul style="list-style-type: none"> • Establish a Carers forum and a range of peer support groups, nurturing the role of “expert carer” to provide opportunities to share experience (reference to support carers of people with dementia) including Young Carers • Accessible information for the public including Council website with links to 3rd sector organisations. • Removing the stigma and isolation that can be experienced by all Carers • Promote the role of the Carers Champion and develop clear linkages with Carers so that the role is considered to be a voice for 	<p>Carers Partnership Group to review how awareness of carers issues can be raised in order that barriers can be broken.</p> <p>Number of Carers who contact the Carers Champion.</p> <p>Discuss with Carers Partnership Board.</p> <p>Number of GP practices in Anglesey who have a register of Carers.</p>	<p>Commission the development of carer’s information packs and strengthen the availability of information on partner organisations websites.</p> <p>Commission carers outreach to link with GP practices and hospitals to inform, encourage referral to statutory services at an appropriate rate.</p>
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	<p>all Carers issues.</p> <ul style="list-style-type: none">• Develop a draft Carer Self-Assessment form.• Develop a Carers Charter – for adults and Young Carers -commissioned services to agree and sign up.• Work with GP`s and partners to develop a protocol in order to identify Carers within Anglesey and develop ways that this information can be better used to support Carers.• Front line staff are able to recognise all Carers and are aware of how to signpost for support in an effective and timely manner.	<p>Awareness Training for front line staff on all Carer issues.</p>	<p>Incorporation in induction training and on-going programmes – within existing training budgets.</p>
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HEALTH AND SOCIAL CARE			
To promote the health and wellbeing of Carers.	<ul style="list-style-type: none"> • Pilot health check programme for Carers within the Agewell programme. • Expand the range of flexible evening and weekend support services to provide relief for all Carers. • Promotion of health and well-being training for all Carers through various providers. • Promote the availability of direct payment for carers and service users and provide assistance and support to access the direct payments scheme and to manage their own care package. 	<p>Number of carers receiving health check.</p> <p>Number of Carers registered with the Carers Outreach Service and Action For Children</p> <p>Number of carers attending training activities Number of Carers on EPP.</p> <p>Number of Carers in receipt of direct payments.</p>	<p>Commission a health check programme for carers.</p> <p>Providers to offer a range of respite/short breaks in a variety of settings including flexible evening and weekend support. Opportunities can include Livability holidays for carers and the cared for person.</p> <p>Commission the development of a Shared Lives programme on Anglesey.</p> <p>Promote the uptake of direct payments and personal budgets for carers.</p> <p>Commission health and wellbeing training for carers through various providers.</p>

	<ul style="list-style-type: none"> • Develop mechanism to ensure that all Carers are offered an annual assessment/health check to identify their own health and social care needs. • Increase the access and availability of counselling services for Carers. 		Commission support services which provide customised support to the service user and their carer and provide emotional support and guidance through a maze of options.
<i>Carers and Employment</i>			
Promote opportunities for Carers to remain in employment or to return to work.	<ul style="list-style-type: none"> • Provide support services • Provision of occupational training opportunities for Carers through further education establishments. • To promote and make available information and advice regarding income maximisation and take-up of available benefits • To promote the adoption of Carers in work policy amongst all employers. 	<p>Number of carers signposted to appropriate support agencies.</p> <p>Number of Carers supported through carer-friendly work practices by all statutory agencies and partners.</p>	<p>Commission holistic advice service to ensure maximum options for maintaining lifestyle whilst providing care.</p> <p>Ensure carer support in the work place through existing SLA`s.</p>

<p><i>Support and Life Outside of the Caring role.</i></p>	<ul style="list-style-type: none"> • To provide social/leisure opportunities for all Carers through the 3rd Sector. • Further promote training opportunities for all Carers in partnership with education/training providers. • Ensure that Young Carers are able to reach their full potential at school and college and transition to adult support services if necessary 	<p>Numbers of carers supported to access social/leisure opportunities.</p> <p>Number of carers accessing training opportunities.</p>	<p>Incorporate the promotion of social/leisure opportunities for carers within existing SLA`s.</p>
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AGENDA ITEM

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	EXECUTIVE COMMITTEE
Date	13 January, 2014
Subject	Aberffraw Conservation Area Character Appraisal Supplementary Planning Guidance (SPG)
Portfolio Holder(s)	Councillor John Arwel Roberts
Lead Officer(s)	Keith A. Williams, Dave J. Jump and Glyn E. Jones
Contact Officer	Keith A. Williams, ext: 2433, kwxpl@anglesey.gov.uk
1.0 Nature and reason for reporting	
<p>1.1 To support the submission of the document to the next Full Council for adoption as Supplementary Planning Guidance (SPG) in order to follow due process for its adoption in order to help safeguard the character of the Aberffraw Conservation Area.</p>	

A - Introduction / Background / Issues
<p>2.0 BACKGROUND</p> <p>2.1 In the Planning (Listed Buildings and Conservation Areas) Act 1990 Local Authorities are required to designate as a Conservation Area "Any area of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance".</p> <p>2.2 Local authorities are also required to review their conservation areas from time to time and to consider whether further designations are required.</p> <p>2.3 In order to fulfill the obligations under the act the Built Environment and Landscape Section of the Planning Service have carried out a rolling programme of reviews for each of the 12 Conservation Areas on Anglesey. The Aberffraw review is the last of the twelve.</p> <p>2.4 To give Supplementary Planning Guidance its proper status, the Monitoring Officer advises that the usual practice should be followed, of it being adopted by a resolution of the Full Council.</p> <p>3.0 CURRENT PLANNING GUIDANCE</p> <p>3.1 Current guidance and policy is found in Welsh Office Circular 61/96 Planning and</p>

Historic Environment: Historic Buildings and Conservation Areas and Planning Policy Wales.

3.2 They recommend the preparation of conservation appraisals and adoption as Supplementary Planning Guidance (SPG) which can assist planning authorities in their planning and development control functions.

4.0 THE REVIEW PROCESS

4.1 The character appraisal has looked at the existing boundary and whether any changes were required from the original designation. It also concentrated on special historic interest, character, appearance and preservation as highlighted in the 1990 Act.

4.2 The appraisal recommends minor changes to the boundary (see attached executive summary and plan). The small increase in area will have a negligible demand on the Service's resources.

5.0 PUBLIC CONSULTATION

5.1 Following the preparation of the draft document a public notice was placed in the local press. A four week public and internal consultation period followed between the 21st October 2013 and 15th November 2013.

5.2 Copies were also sent to the public libraries at Rhosneigr and Llangefni, the main reception of the County Council and Planning Service, Corporate Director (Environment and Technical), Head of Economic Development, Portfolio Holder for Planning and Public Protection, the Local Members, Aberffraw Community Council, Gwynedd Archaeological Trust and local historian.

5.3 We received five responses to the public and internal consultation. Four out of the five respondents supported the document whilst one wished to register his objection due to having not been able to view the document at the time of writing (e-mail objection received on 21/11/13). There were no objections to the proposed boundary changes.

5.4 Minor amendments that have been made to the original document include; inclusion of clear links to the adopted Destination Management Plan (DMP).

6.0 REASON FOR RECOMMENDATION

6.1 In the interest of providing guidance for developments in the planning process.

B - Considerations

The main consideration is that:

Planning Officers refer to and take into account all SPG's approved by Full Council. Therefore, none adoption of the document would undermine an important material consideration and guidance (for developments) in the planning process.

C - Implications and Impacts

1	Finance / Section 151	
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services (see notes – separate document)	
5	Information and Communications Technology (ICT)	
6	Equality (see notes – separate document)	
7	Anti-poverty and Social (see notes – separate document)	
8	Communication (see notes – separate document)	
9	Consultation (see notes – separate document)	The document was deposited for public and internal consultation between the 21st October 2013 and 15th November 2013.
10	Economic	The document, linked to the adopted Destination Management Plan (DMP), can be used to assist the Authority in securing external grant funding.
11	Environmental (see notes – separate document)	The Council's duties under the CRoW Act 2000 and NERC Act 2006 have been considered in drawing up the SPG.
12	Crime and Disorder (see notes – separate document)	
13	Outcome Agreements	

CH - Summary

In summary the Conservation Area Character Appraisal SPG document includes; historical background, setting, local architecture etc. and a Boundary Review.

The document received a high level of support following the public and internal consultation. The document, if adopted, will complete the series of similar documents adopted by the Council and will assist the public and the planning authority in their planning and development control functions.

D - Recommendation

To approve the Aberffraw Conservation Area Character Appraisal and support its submission to the next Full Council for adoption as Supplementary Planning Guidance (SPG).

Name of author of report: Keith A. Williams
Job Title: Technical Officer,
Built Environment Section,
Planning Service
Date: 17th December, 2013

Appendices:

Executive Summary and Boundary Plan

Background papers

Section 21 – Welsh Office Circular 61/96 Planning and Historic Environment: Historic Buildings and Conservation Areas and Planning Policy Wales.

Section 71 – The Planning (Listed Buildings and Conservation Areas) Act 1990.

Draft document deposited for public and internal consultation.

EXECUTIVE SUMMARY

This Conservation Area Character Statement will become a working Supplementary Planning Guidance (SPG) upon adoption. It supports **Ynys Môn Local Plan 1996 (Policy 40)** and the stopped **Unitary Development Plan (Policy EN13)** which states that the character and appearance of all designated conservation areas will be protected from unsympathetic development. Enhancement of their character will be achieved by carrying out improvements and permitting suitably designed new development.

This document will be a material consideration in the determination of planning applications.

Circular 61/96 (para 20) states that the quality of place should be the prime consideration in identifying, protecting and enhancing conservation areas. This depends on more than individual buildings. It is recognised that the special character of a place may derive from many factors, including: the grouping of buildings; their scale and relationship with outdoor spaces;...architectural detailing; and so on.

Planning Policy Wales (Edition 5, November 2012 para 6.5.17) states that if any proposed development would conflict with the objective of preserving or enhancing the character or appearance of a conservation area, or its setting, there will be a strong presumption against the granting of planning permission.

Section 13 of The Isle of Anglesey County Council's **Design Guide for the Urban & Rural Environment SPG (2008)** contains design guidance for developments within the historic environment.

Summarised below are elements that contribute to the character and appearance of the **Aberffraw** conservation area requiring preservation or enhancement.

History

- The area has a prehistoric, Roman, and Medieval history.
- Aberffraw was once the chief seat of the Princes of Aberffraw and Snowdonia.
- C13th manuscripts record earlier oral tales which places one of the most significant events of the Mabinogi tales - the Wedding Feast of Branwen, at Aberffraw.
- From the C16th onwards Aberffraw was dominated by two large estates - the Meyricks of Bodorgan and the Owens of Bodowen (who were descendants of Owain Gwynedd d.1170).

Setting

- Aberffraw is situated on the southwest coast of the Isle of Anglesey at the head of the River Ffraw estuary.

- The compact village, centred on a village square, sits on a gentle rise above the river.
- The eastern edge of the village is dominated by spectacular dunes.

Architecture

- Houses are generally small reflecting the village's working background.
- A mix of materials and finish include: dressed and random rubble stonework, stucco, roughcast and smooth rendered external walls and slate roofs.
- Dwellings are usually either detached cottages or form short terraces and tend to be predominantly single or two storey in height.

Boundary

- It is proposed to amend the conservation area boundary.
- The total area covered by the conservation area will increase from 102,700m² to 107,900m².

Additional Elements

- This document will assist in preserving and enhancing a specific area of Anglesey's built environment, in line with the adopted **Destination Management Plan (DMP)**.

Conservation area boundary plan



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ISLE OF ANGLESEY COUNTY COUNCIL

Committee:	Executive Committee
Date:	13 January 2014
Portfolio Holder:	Councillor Richard A Dew
Corporate Director:	Arthur W Owen
Title:	Isle of Anglesey County Council Cycling Strategy

1.0 Purpose of Report

- 1.1 To gain Executive approval for the Isle of Anglesey County Council Cycling Strategy.

2.0 Background

- 2.1 The need for a co-ordinated approach across the Council to maximise the benefits to Anglesey of cycling has been highlighted by a number of issues. A strategy has therefore been produced to address these points and assist Anglesey to grow economically, in health and with an improved environment.
- 2.2 In November 2013 the Active Travel (Wales) Act 2013 was given Royal Assent and it will bring with it a number of new statutory functions which aim to encourage active travel to work, education and other destinations which would otherwise be made by car.
- 2.3 A number of potential major projects across the island are set to be developed over the next few years which emphasise the need for a strategy to ensure that the island receives the legacy benefits which should come from such schemes.
- 2.4 Tourism initiatives such as the Ymweld â Môn project will be assisted by a cycling strategy helping to target funding to encourage Anglesey as a cycling destination.

3.0 Recommendations

- 3.1 That the Council approve the Cycling Strategy for use as a lead document for the development of cycle facilities on Anglesey.

Report by: Dewi R Williams

Job Title: Head of Service (Environment and Technical Service)

Department: Sustainable Development Department

Date: 20th November 2013

Appendices:

Isle of Anglesey County Council Cycling Strategy

Background Papers:

None



Isle of Anglesey County Council Cycling Strategy

November 2013

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Executive Summary

The Isle of Anglesey County Council Cycling Strategy has been produced to co-ordinate the Council's approach to cycling, and to ensure that the Council is aware of and able to fulfil the requirements of the Active Travel (Wales) Act 2013 along with other legislation that has a bearing on cycling.

Existing cycling provision has been reviewed and potential future provision considered. This includes both on and off road routes as well as other related provision such as cycle parking. The Active Travel (Wales) Act 2013 will obligate the Council to improve existing and provide new active travel routes and facilities.

This strategy will form the basis of a delivery plan which will highlight the way the Council wants to see the cycle network on Anglesey develop, as well as allowing for available resources to be targeted effectively. At present most of the signed cycle routes on the island are on-road but feasibility and design work is currently being carried out with a view to making the most of any available funding to provide more off road paths for use both as active travel and leisure routes.

Where there are developments planned (particularly major developments or those relating to the enterprise zones) on the island, sustainable transport options must be considered. The adaptation of existing assets needs to be considered to provide good quality shared use facilities.

The strategy gives details of what the Council should do with regard to signing, promotion, maintenance and the standards to be used when upgrading existing routes as well as implementing new ones.

Effective implementation of the strategy will ensure:

- Environmental benefits (through use of sustainable transport)
- Health and wellbeing benefits
- Recreational benefits
- Improved image and perception of Anglesey as a cycling destination
- Economic benefit

1. Introduction

This strategy has been developed to coordinate work across Isle of Anglesey County Council (IoACC) on cycle routes, cycle infrastructure and encouraging cycle use. It will also assist with funding bids for schemes that fit with the Council's vision for cycling on the Island. It aims to give a clear picture of what IoACC will aim to achieve for cycling on the Island.

The Council will seek to make best use of the opportunities to develop the cycling network on the Island for both local people and visitors alike for modal shift towards sustainable travel and for leisure purposes. This will help to improve the health and fitness of the population, to reduce the greenhouse gasses from transport and the number of motorised vehicles on the islands roads. It will also improve the tourism offer encouraging people to get on two wheels to visit attractions, as well as attracting people to the island to cycle on holiday. The new Active Travel (Wales) Act 2013 will also ensure that the Council makes the information on our routes and facilities more easily and fully available.

The Strategy will fit with the aim and objectives of IoACC particularly those which see an Anglesey:

- which has a thriving and prosperous rural economy
- where people are healthy and safe
- where people enjoy, protect and enhance their built and natural environment for future generations

2. Policy Context

A review of policy documents to date which have an influence on cycling on the Isle of Anglesey. Further information on these documents is given in Appendix 1.

2.1 National

2.1.1 Wales Transport Strategy

The Wales Transport Strategy (2008) (WTS) provides an overarching strategy for all transport in Wales including cycling and sustainable travel. Under the WTS sit the National Transport Plan and the 4 consortia Regional Transport Plans.

2.1.2 National Transport Plan

The National Transport Plan (2009) (NTP) sits under the WTS and is the mechanism by which the Welsh Government deliver the part of the WTS which is their responsibility.

2.1.3 Planning Policy Wales - Technical Advice Note 18: Transport (2007)

This planning document has a section on cycling.

- **6.3** Cycling has potential to act as a substitute for shorter car journeys in urban or rural areas, or form part of a longer journey when combined with public transport.
- **6.4** Local authorities should aim to develop an effective network of cycle routes, including safe routes to schools. Development plans, design guidance, and master plans should include encouraging cycling (further details in Appendix 1).

2.1.4 Walking and Cycling Action Plan for Wales 2009-2013

This document aims to maximise the opportunities afforded by walking and cycling and to reduce car use. It identifies that the provision of walking and cycling facilities is an important element in creating equal opportunities.

2.1.5 Active Travel (Wales) Act 2013

“The Active Travel (Wales) Act 2013 places a requirement on local authorities to continuously improve facilities and routes for walkers and cyclists and to prepare maps identifying current and potential future routes for their use. The Act will also require new road schemes to consider the needs of pedestrians and cyclists at design stage.” (Quote taken from the National Assembly for Wales website.) The Act was given Royal Assent on the 4th of November 2013.

2.1.6 UK - All Party Parliamentary Cycling Group - Get Britain Cycling Inquiry (2013)

The All Party Parliamentary Cycling Group have undertaken an inquiry entitled Get Britain Cycling .

2.2 Regional

2.2.1 Regional Transport Plan (2009)

The Regional Transport Plan (RTP) was published by Taith, the Consortia of the 6 Local Authorities in North Wales. It covers the period 2010 - 2015. It delivers the part of the WTS which is the responsibility of the Local Authorities.

2.2.2 North Wales Regional Transport Plan: Walking & Cycling Strategy

A regional walking and cycling strategy was completed as part of the RTP process. Its stated aim “is to encourage more people to walk or cycle for journeys, such as the commute to work and school, trips to local shops, leisure and health facilities and for leisure activities.”

2.3 Local

2.3.1 Planning Policy

The Ynys Mon Stopped Unitary Development Plan (UDP) (2005) supports proposals which encourage the use, enjoyment and development of the Island’s designated cycle routes. New development which would adversely affect components of the network will be required to make adequate provision for re-routing, replacement or creation of new routes (Policy TR9).

2.3.2 Isle of Anglesey Cycling strategy (2000)

Produced as a requirement of the Welsh Assembly to sit alongside the Local Transport Plan 2000.

2.3.3 Rights of Way Improvement Plan (2008 - 2018) (RoWIP)

Although the RoWIP mainly looks at public rights of way, it also considers cycling issues.

2.3.4 The Anglesey Area of Outstanding Natural Beauty (AONB) Management Plan 2009 – 2014

The AONB Management Plan has policies which relate to transport under its Strategy for the Anglesey Area of Outstanding Natural Beauty (AONB). They include promoting access for all (where appropriate) and ensuring that the special qualities of the AONB are fully respected in the planning, design, provision and management of all types of transport schemes.

2.3.5 Isle of Anglesey Strategic Transport Study for Major Developments (2011)

In 2011 consultants were commissioned to develop a transport strategy for the Island to address the likely impact of potential major developments, including the impact on walking and cycling. The baseline cycling network at the time was mapped.

2.3.6 Destination Management Plan (2012 - 2016) (DMP)

Within Anglesey's DMP section 3.3.3 discusses the development of the cycling network.

"... there needs to be a clear network of cycling trails including:

- The national trails across the Island and the proposed A5 heritage route
- A coastal route
- A series of local routes linking attractions and settlements, building on work done to date
- Support for new cycle hire facilities

2.3.7 Options for supporting cycling development on the Isle of Anglesey - A working Paper (2012)

This study was commissioned by the Ymweld â Môn project which aims to improve the tourism package for Anglesey. The paper contains a list of 25 potential projects which were then prioritised to identify a shorter list of projects which fitted a range of criteria including economic impact, strategic fit, potential viability and affordability.

2.3.8 Enhancing Anglesey's on-road cycle route network - A Feasibility study (2013)

This study was developed following the work on the above working paper and investigates a potential on-road network of cycle routes. The suggested routes would primarily be aimed at tourism and leisure use.

3. Existing network

The existing cycle network on Anglesey consists of a mix of on and off road routes.

3.1 Sustrans National Cycle Route 5

A long distance route which connects Reading and Holyhead via Oxford, Banbury, Stratford-upon-Avon, Redditch, Bromsgrove, Birmingham, Walsall, Stafford, Stoke-on-Trent, Chester, Colwyn Bay and Bangor. The route is mainly on-road on Anglesey running east - west across the more northerly part of the island. The section between Chester and Holyhead is also known as the North Wales Coast cycle route. The roads used on Anglesey by route 5 are mainly rural and indirect. It is therefore more suitable for leisure cycling than travel to work, education or any other active travel destination.

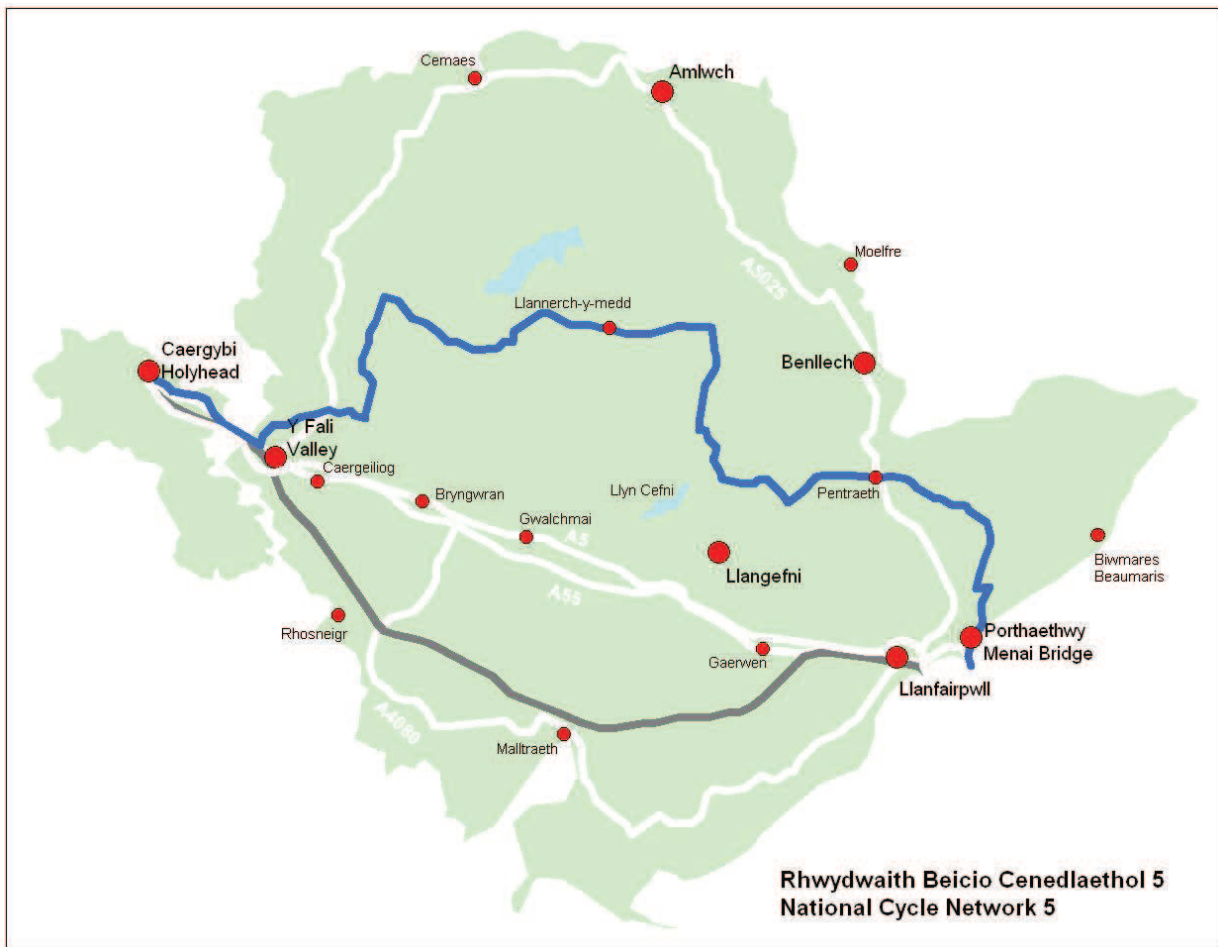


Figure 1 - National Cycle Network 5

3.2 Sustrans National Cycle Route 8

Known as the Lôn Las Cymru, this is a signed route between Cardiff and Holyhead via Brecon, Builth Wells, Machynlleth, Porthmadog and Bangor. After crossing the Menai Strait via the Menai Suspension Bridge onto Anglesey the route follows mainly quiet roads across the island to Holyhead running east - west across the more southerly part of the island. The section between Valley and Holyhead is off road. Route 8 is similar to route 5 and uses mainly rural roads which are not usually direct. It is therefore more suitable for leisure cycling than travel to work, education or any other active travel destination.

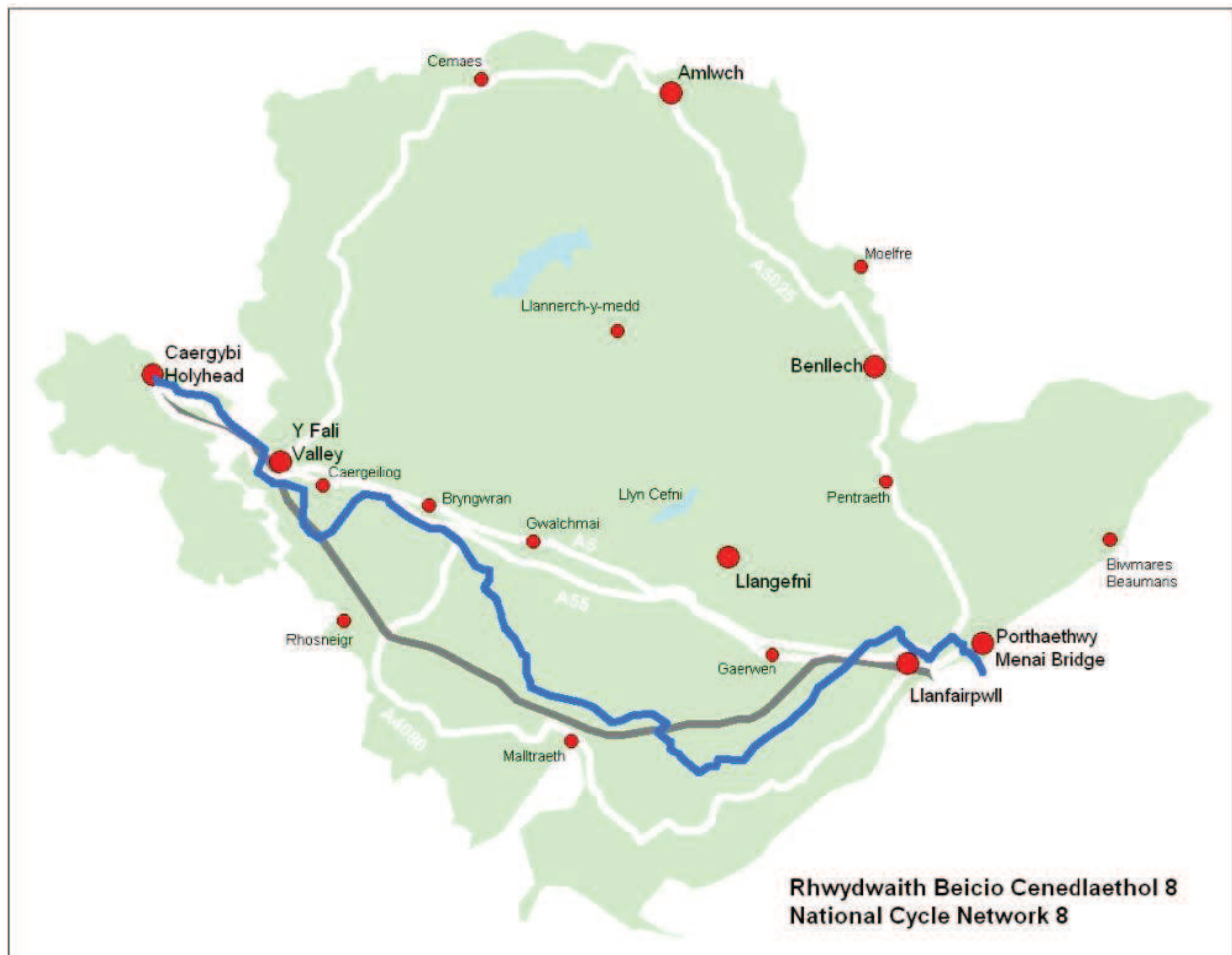


Figure 2 - National Cycle Network 8

3.3 Sustrans National Cycle Route 566

Route 566 runs from the north of the island to the south and can be split into two sections.

The northern section, known as Lôn Las Copr, (Copper Trail), is a 28 mile on-road route running from Llanddeusant to Llannerch-y-medd via Llanrhuddlad, Cemaes and Amlwch (near the Copper Kingdom which gives the route its name). By using a short section of NCN 5 a 34 mile circular route becomes possible.

The southern section between Llannerch-y-medd and Newborough, which is part on-road and partly follows the mainly off-road Lôn Las Cefni is due to be signed as part of the National Cycle Network very soon.

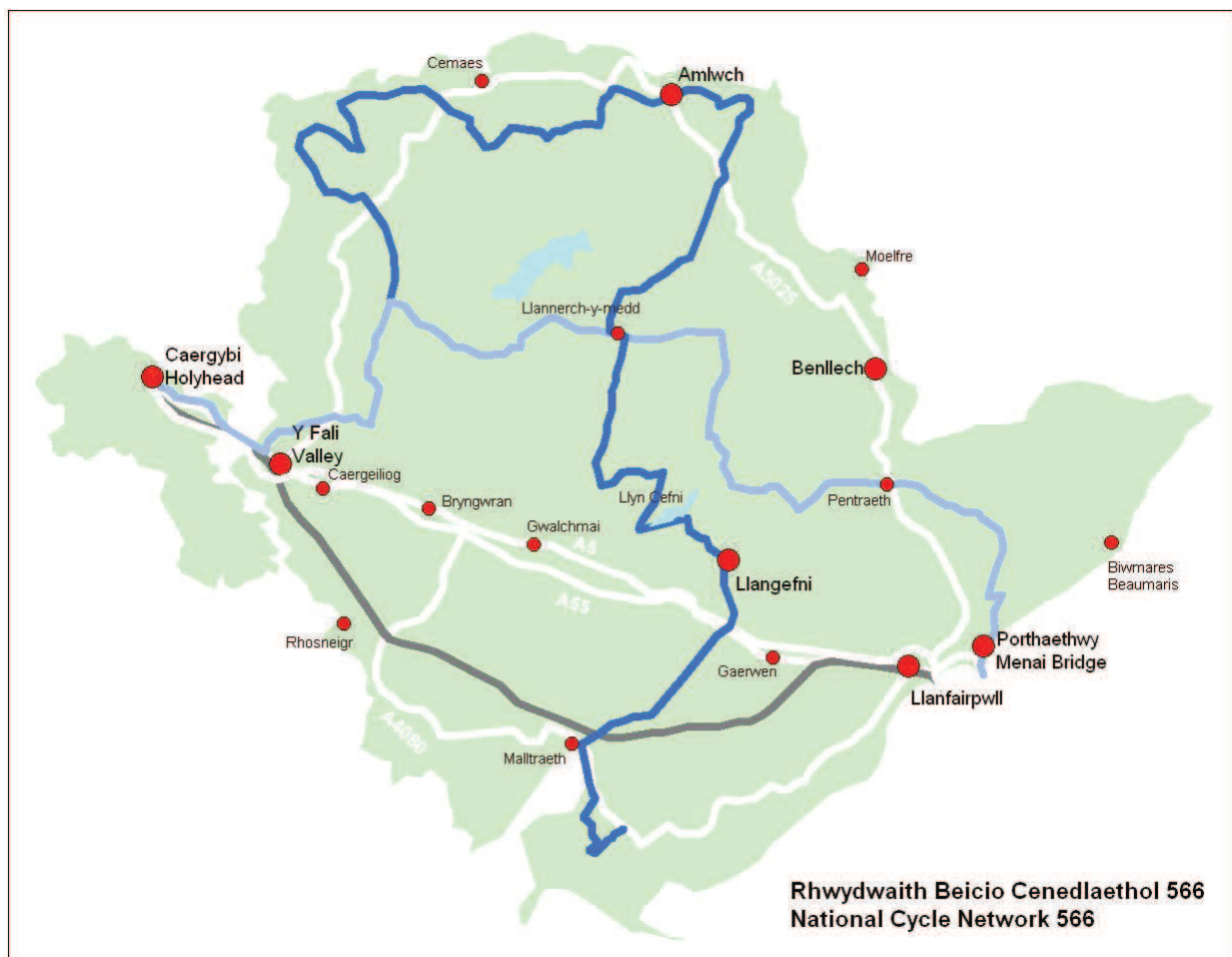


Figure 3 - National Cycle Network 566

3.4 Lôn Las Cefni

A 13 mile linear route nearly all traffic free. Part of National Cycle Route 566. There is a tarmac surface on off road sections from the Dingle, Llangefni to Pont Marquis and across the Cob at Malltraeth.

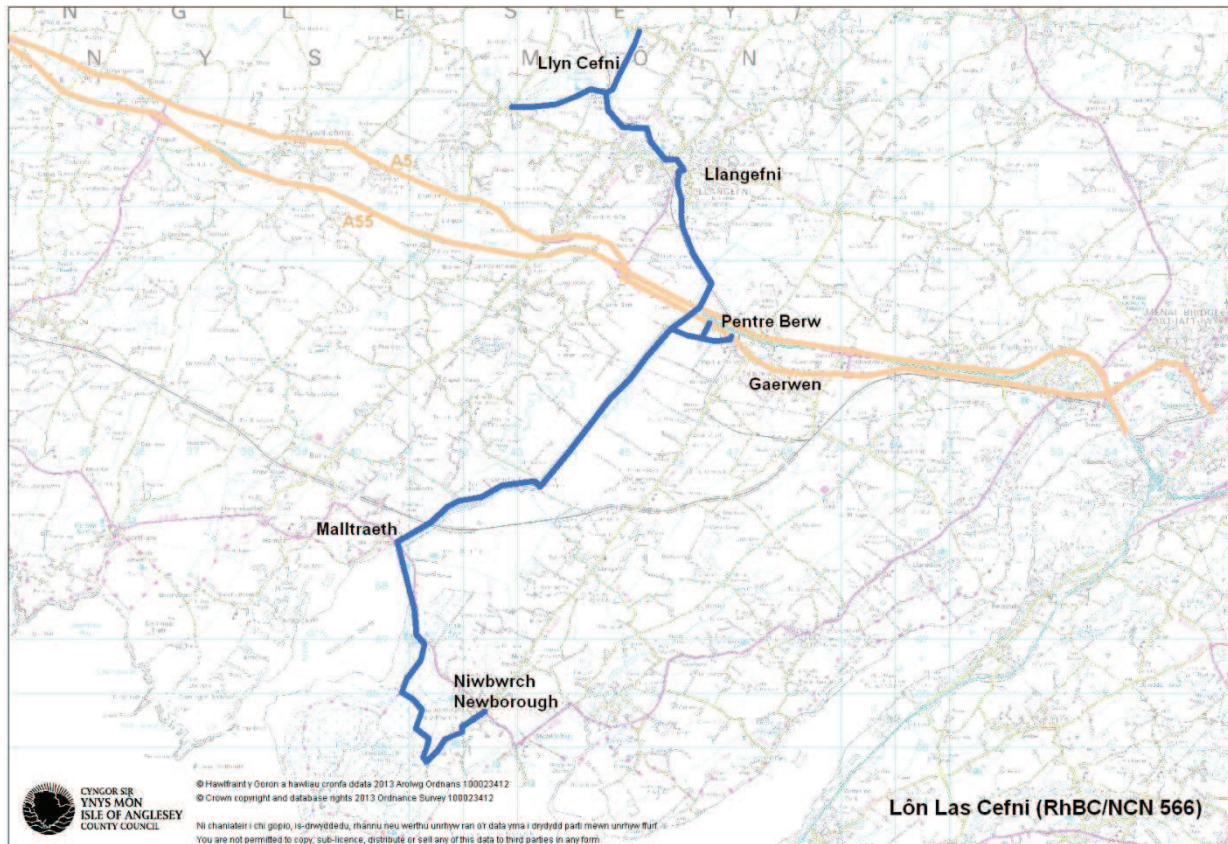


Figure 4 - Lôn Las Cefni (NCN 566)

Minor changes to all National Cycle Routes are always ongoing. Any changes don't happen very often, however when there is a need to change the direction of a route due to other developments, the safety of sections of the route are re-assessed, or new off road sections of the route are constructed, changes are made to the signing on the ground as well as on the Sustrans web site maps. Changes are made on printed leaflets as and when they are revised and reprinted.

3.5 Green Links

Green Links is a project run by Keep Wales Tidy and based on a network of routes around Holyhead and Holy Island. Cybi Bikes is the cycle hire company operating on Holy Island with hubs offering cycle hire located at several sites around Holy Island. There are also four signed on-road routes around Holy Island completed in summer 2013.

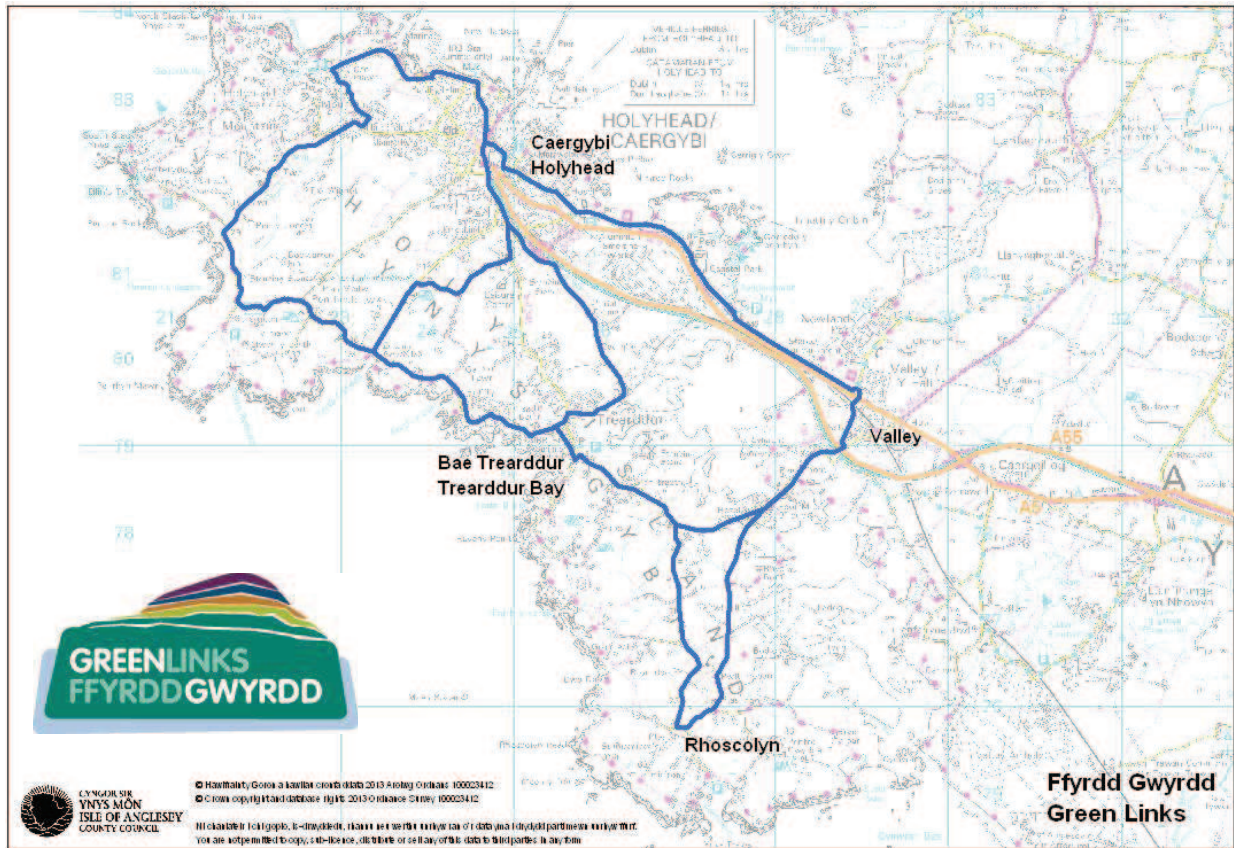


Figure 5 - Green Links

3.6 Bird routes

The Bird Routes (Nico, Telor, Giach, Hebog) are four individual on road circular routes developed by Menter Môn around 1998. These routes are located at various points around the island, and encompass varied landscapes. Some of these cycle tour routes intersect with the national cycle routes. Some of the signing has disappeared, are in a bad state of repair or are pointing in the wrong direction. These signs are not currently maintained by the Highway Authority.

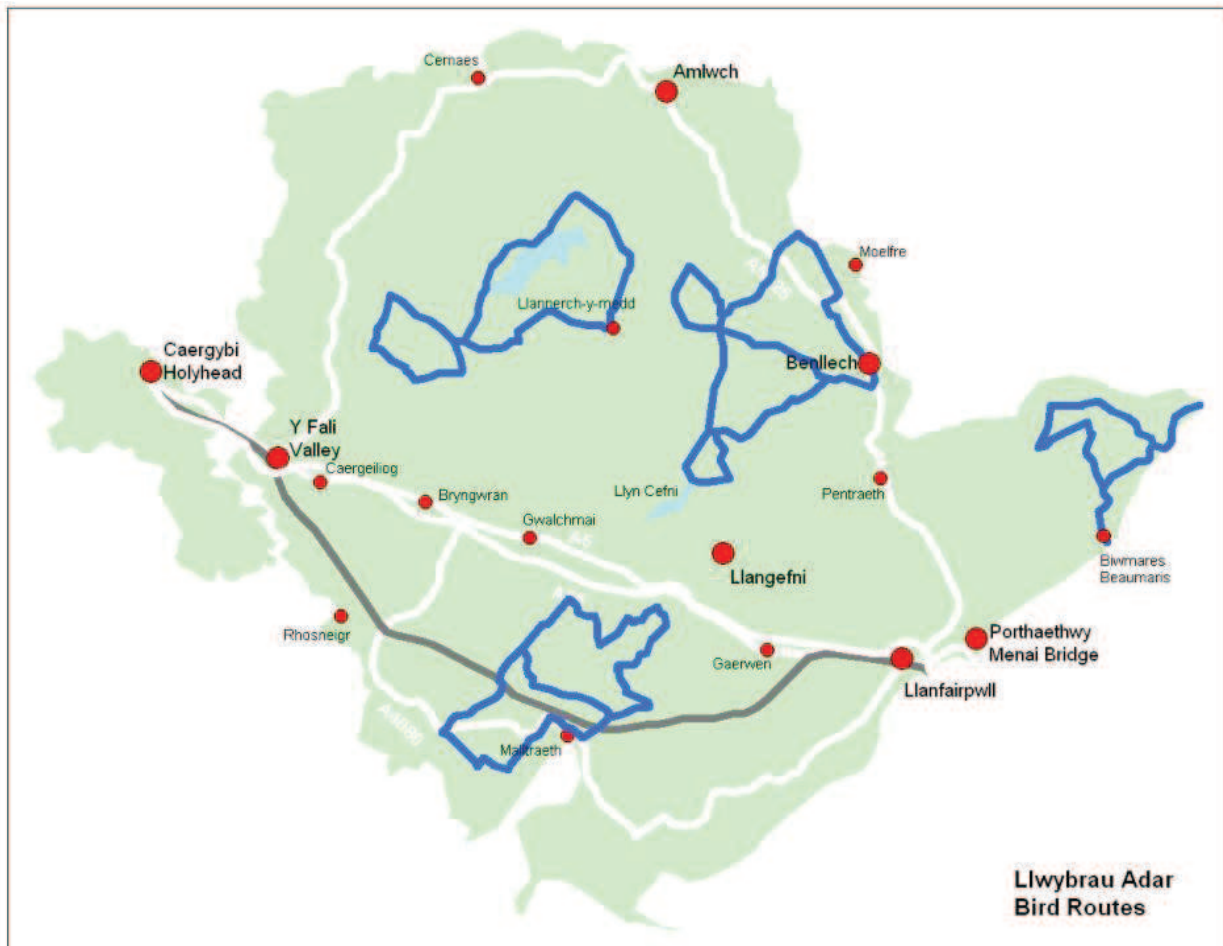


Figure 6 - Bird Routes

3.7 Active Travel Routes

In addition to the above schemes other active travel routes have been installed using Transport Grant and Regional Transport Consortia Grant over the last few years.

- A mainly off road route between Menai Bridge and Llanfairpwll most of which has been incorporated into NCN 8. Cycle parking facilities have been installed at the new Park & Ride / Share facility on the A5025 which is on the route. There are also some shared use footways in Menai Bridge which link to the longer route.
- Lôn Las Cefni (NCN 566) runs through the centre of Llangefni partly on and partly off road. There are also some shared use footways in Llangefni linking Ysgol Corn Hir and Ysgol Gyfun / Plas Arthur Leisure Centre.
- NCN 5 and 8 both run through Holyhead, partly on and partly off road. Other shared use footways have been installed in Holyhead, some linking to the National Cycle Routes.

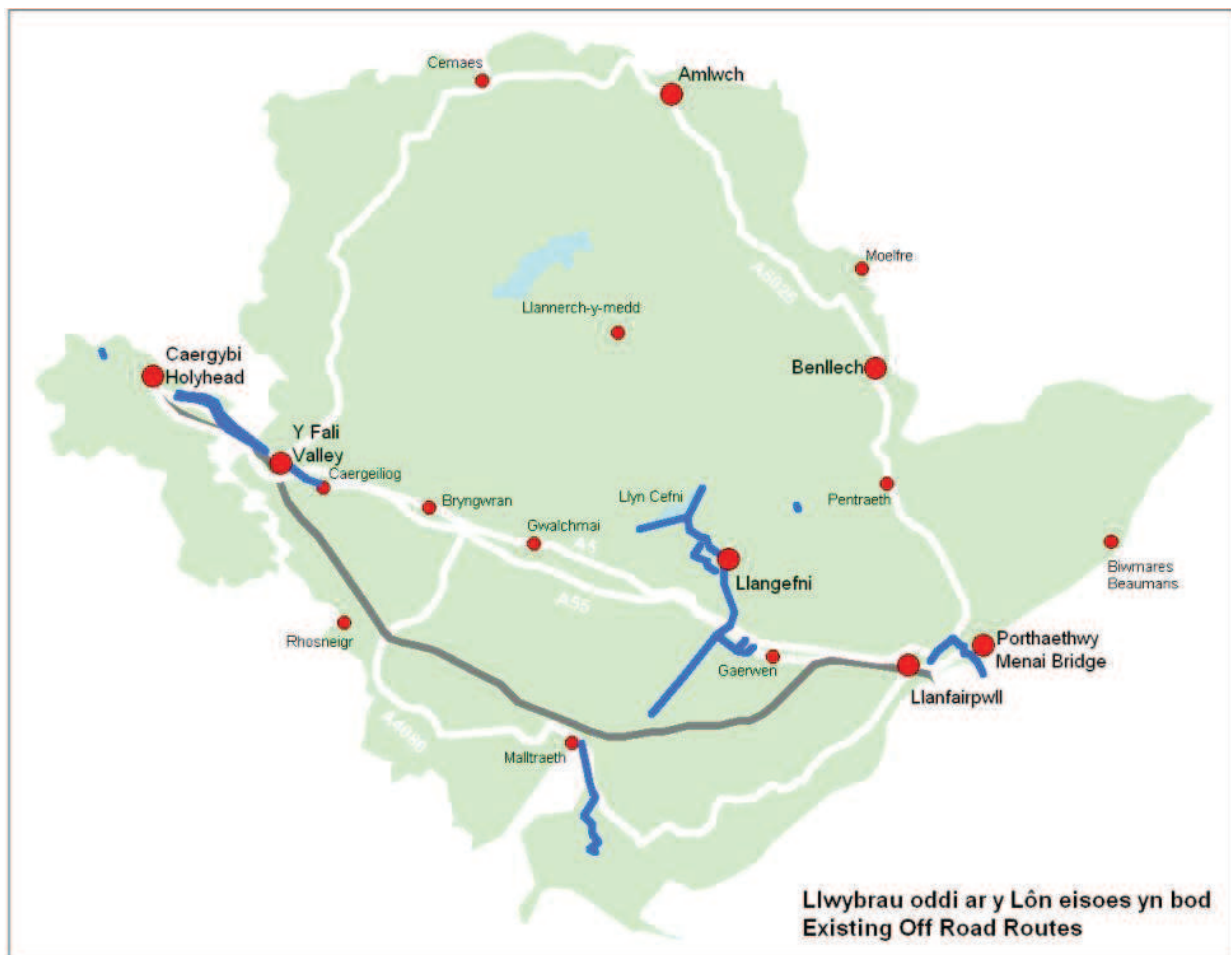


Figure 7 - Existing off road routes

3.8 Sustrans Bike It project

The Sustrans Bike It project has been operating on the Island since August 2011 and works with around 13 schools on Anglesey as well as two in Bangor, Gwynedd. The Bike It officer works with pupils, teachers and parents to encourage children to cycle to school as well as cycling more in their lives outside school. 2012 monitoring results showed a tripling of children cycling to school in Bike It schools. The Bike It officer is based within the Council and works closely with Officers from the Transportation and Network sections and with the Council's Sports Development Officers.

3.9 Safe Routes in the Community

Safe Routes in the Community (previously Safe Routes to Schools) schemes have improved walking and cycling links within various communities on Anglesey each year since 2004. Work is currently (2013/14) taking place in Holyhead including a new section of shared use route in Kingsland which is also part of the Green Links network.

3.10 Newborough Forest

Natural Resources Wales have a network of off road cycle routes in Newborough Forest.

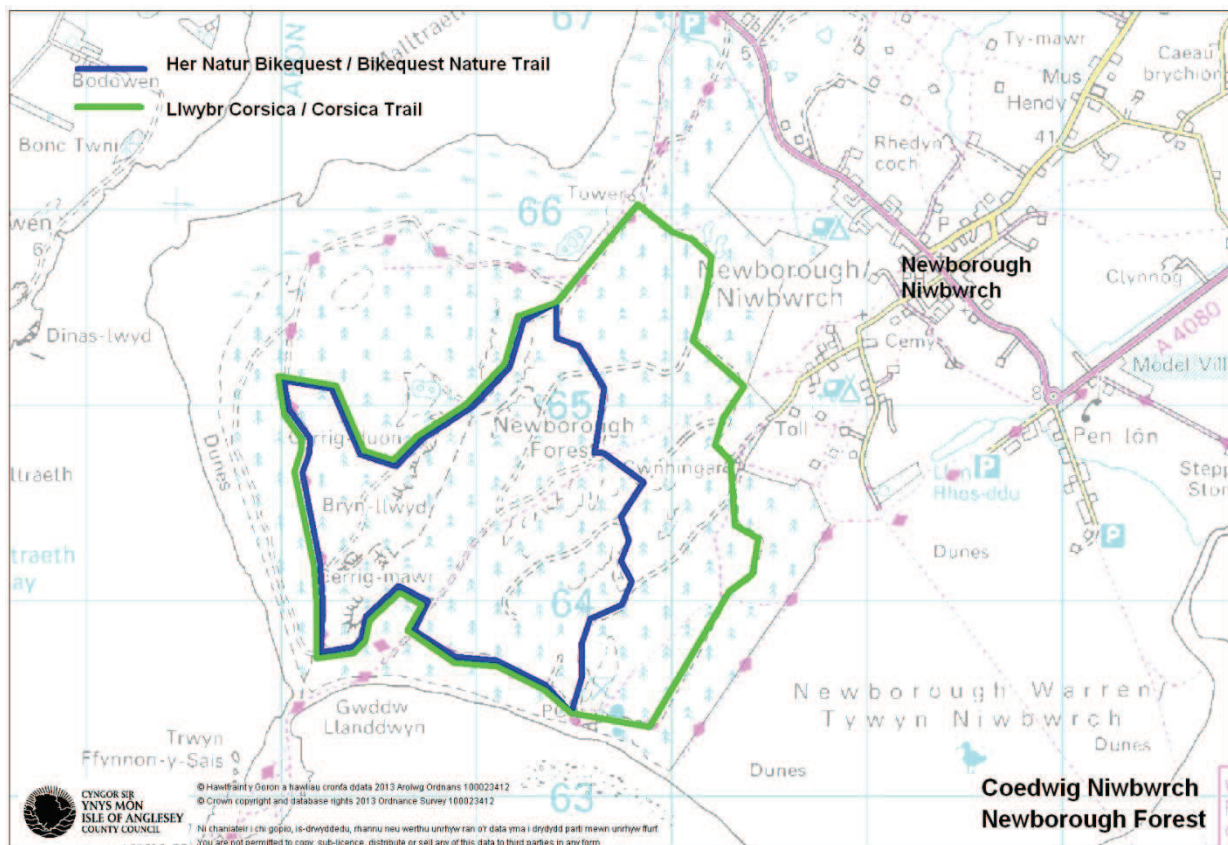


Figure 8 - Newborough Forest

3.11 Mountain Biking on Anglesey

Coed Mor is a small recently created mountain biking facility near the Britannia Bridge.

3.12 Existing signed cycling network

In summary the existing signed cycling network including the national cycle routes (5, 8, 566), the 'bird' routes, green links and other short links is shown in figure 9.

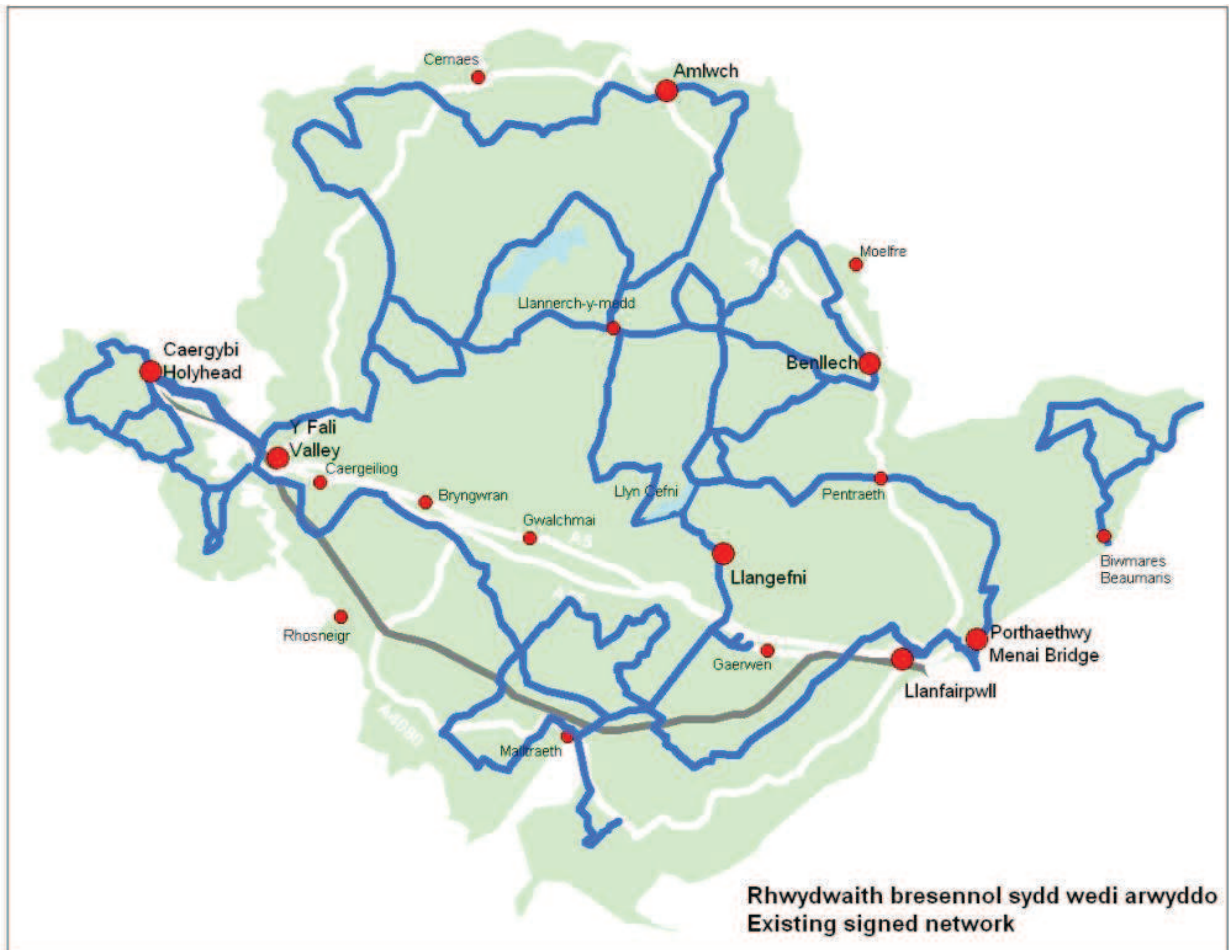


Figure 9 - Existing Signed Network

3.13 Cycle parking

There is cycle parking provision at various locations on the island. These have not been formally mapped. Approximately 72% of schools have cycle parking available to pupils. Cycle parking facilities also exists at various locations within the towns of - Llangefni, Menai Bridge, Llanfairpwll, Beaumaris and Holyhead.

3.14 Cycle promotion

There is some promotion of cycling to tourists on the Visit Anglesey web site. This currently promotes the national cycling routes, the bird routes and Lôn Las Cefni. Keep Wales Tidy have produced a leaflet and web site information for the Green Links routes on Holy Island as well as the cycle hire business Cybi Bikes.

Events have also taken place which showcase Anglesey as a destination for cycling including the successful Tour de Môn, which took place in September 2013 for the first time and is hoped will become as annual event, and the Sandman triathlon. The Anglesey Outdoor festival which usually takes place in May of each year also promotes cycle rides.

There are several cycling clubs on the island who encourage cycling on Anglesey including Clwb Rasio Mona, Clwb Cefni, Clwb Cybi.

3.15 Cycle safety

Education, training and publicity on cycling issues are ongoing by the Council. Cycle training is offered to all primary school pupils and a recent campaign undertaken by the Council has been to persuade drivers to stay at least 1.5 metres away from cyclists when overtaking.

4. Future network

4.1 Active Travel (Wales) Act 2013

The Active Travel (Wales) Act 2013 will be a driving force in encouraging what is done for cycling (and walking) in the future on Anglesey and across Wales. It does however target ‘active travel journeys’ which in the Act “means a journey made to or from a workplace or educational establishment or in order to access health, leisure or other services or facilities.” The majority of the routes currently signed on Anglesey are on-road leisure routes and the Active Travel (Wales) Act 2013 aims to increase the number of people walking and cycling for purposes other than pure leisure.

The Act currently states that “Each local authority must prepare an existing routes map” which “in relation to a local authority means a map showing the active travel routes and related facilities in the local authority’s area”. (This is different to a map of the existing signed cycle routes / tours that we currently have.) It must also conform to standards specified in guidance given by the Welsh Ministers. This map must then be kept under review and may be revised.

Each local authority must also “prepare an integrated map showing the new active travel routes and related facilities and the improvements of existing travel routes and related facilities that the local authority considers are needed to develop or enhance an integrated network of active travel routes and related facilities in designated localities in its area.” This map must also be kept under review and may be revised.

Both maps must be published once they have been approved.

Locations for routes and related facilities may be specified in guidance by reference to

- density of population
- size
- proximity to densely-populated localities above a particular size
- position between such localities
- proximity to community services and facilities
- potential for other reasons to be a locality in which more travel is undertaken by walkers and cyclists by active travel journeys.

Some of these factors may be challenging on Anglesey due to the rural nature of the Island and the distances which need to be travelled to reach the destinations which would qualify as ‘active travel journeys’.

Local authorities must also “in so far as it is practicable to do so, take reasonable steps to enhance the provision made for walkers and cyclists” when carrying out highway creation and improvement.

Also “each local authority must in every year secure that there are - new active travel routes and related facilities, and improvements of existing active travel routes and related facilities in its area.”

4.2 Upgrading Existing routes

Menter Môn Bird Routes.

These routes were signed around 1998 although the liability for maintaining the signs was not accepted by the Highway Authority. As some of the signing has disappeared, is in a bad state of repair or is pointing in the wrong direction, there is an opportunity to review the routes. They should be assessed for safety, as well as whether they still follow the routes that people want to use, and link with appropriate destinations. They should be reviewed according to the objectives set out in the feasibility study “Enhancing Anglesey’s On-Road Cycle Route Network”.

In the meantime Menter Môn is to replace the missing signs so that the routes will be operational again for the next two seasons - 2014 and 2015. Menter Môn is also looking at funding a short run leaflet on the four routes to last for the two seasons. This will allow time to develop the routes for the future without missing opportunities to use the existing layouts in the meantime.

4.3 New routes

IoACC will develop new off road routes along identified corridors to benefit both compliance with the Active Travel (Wales) Act 2013 and the tourism agenda. Routes which are active travel routes are also likely to be usable by tourists, however pure leisure routes may not be in the right places for active travel so funding will have to be targeted carefully.

To comply with the new Active Travel (Wales) Act 2013 Anglesey will aim to:

- Develop a network of improved and new walking and cycling routes:
 - to the major employment sites and retail centres on the Island
 - to railway stations and other public transport interchanges
 - to educational sites
- Continue to work with Gwynedd Council on cross boundary routes to the bridges over the Menai Strait (including the two bridges).
- Continue to develop Safe Routes in Communities schemes in line with Welsh Government guidance
- Make use of the planning process to improve transport infrastructure for pedestrians and cyclists
- Consider the needs of all users during the development and design of walking and cycling facilities by consulting with local groups. Walking and cycling routes will take account of the needs of the disabled.
- Undertake pedestrian and cycle audits as part of all new highway and land-use proposals including traffic management schemes

4.4 Future Routes

The following schemes are proposed as ways of fulfilling the objectives of the Council with regard to cycling. They will be progressed and completed as funding becomes available.

4.4.1 A5 Corridor

The route is proposed as a way of linking communities across the island in a way that doesn't happen with national cycle routes 5 and 8 as they use minor roads that don't always go through the larger communities. The A5 / A55 corridor is a desire line for movements across the island and as such it is important to provide a shared use link to encourage not only the longer distance cyclists, who may well currently use the A5 or A55 anyway, but also those who are travelling shorter distances between the communities, workplaces or schools that are spread out along its length. This scheme will aim to comply with both the need for active travel routes and more off road leisure cycling. With a safer cycling route along this corridor it is then hoped that cycling on the A55 across Anglesey can be deterred through the introduction of regulations to exclude cycles from the classes of vehicles permitted to use this busy dual carriageway road. This would prevent further fatal cyclist collisions on the A55 on Anglesey.

This would be a dedicated shared use (walking and cycling) route alongside or close to the A5 corridor from Holyhead to Menai Bridge. Part of this route is already complete between Holyhead and Valley. The section between Holyhead and Valley Cob has become part of NCN 5, and the section between Valley Cob and Valley is part of both NCN 5 and 8. The section through Menai Bridge is complete although some upgrades are suggested in a feasibility study done by Gwynedd Consultancy (Nov. 2012). The section between Valley and Caergeiliog is currently being constructed (2013/2014), although the part between Valley and Junction 3 of the A55 is a footway only as there is insufficient width within the highway for a shared use path and it is as yet uncertain what may happen at this location with potential works related to a nuclear new build at Wylfa. This section will be re-evaluated along with any future works on the highway. The sections between Llanfairpwll and Gaerwen, and the link between the A5 and Llangefni are currently being designed (2013/2014). A feasibility study has been completed along the remainder of the route. It is envisaged that the route will be completed in stages over a number of years as funding becomes available.

The sections currently being designed (between Llanfairpwll and Gaerwen, and the link between the A5 and Llangefni) link the communities along the route but also link communities to enterprise zones, one in Gaerwen and three in Llangefni.

Sections through villages are proposed to be on-road.

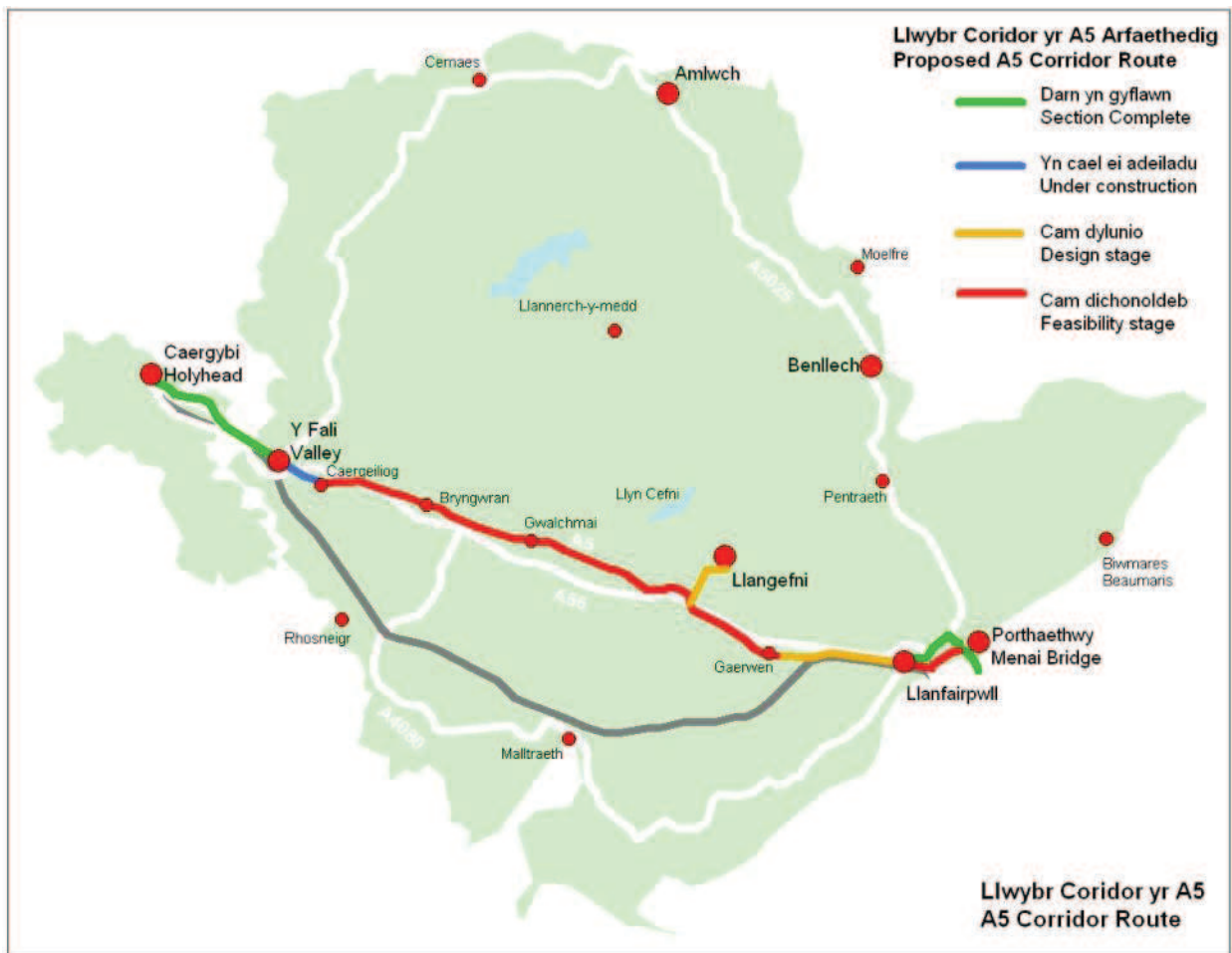


Figure 10 - A5 Corridor Route

4.4.2 A5025 Corridor

Improvements for cycling alongside, or close to, the A5025 between Valley and Wylfa, and Wylfa and Amlwch. The potential nuclear new build at Wylfa would necessitate improvements to the A5025 between these locations which means that under the Active Travel (Wales) Act 2013 developers would have to look at enhancing the provision for walkers and cyclists. This would also improve leisure links to the north west of the island.

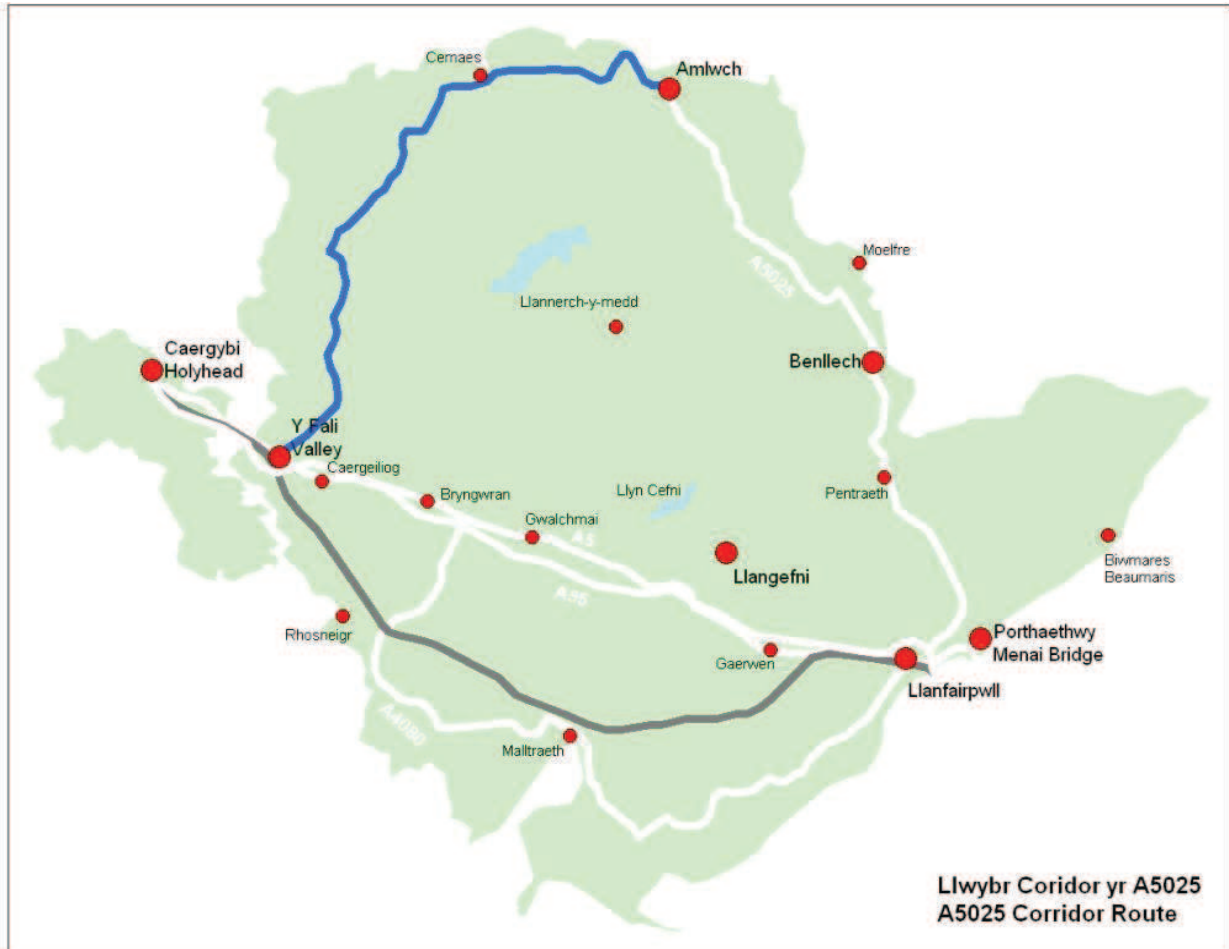


Figure 11 - A5025 Corridor Route

4.4.3 Links to Enterprise Zones / Major Projects

The Anglesey Enterprise Zone was announced in September 2011 with the aim of encouraging business and employment growth in the energy sector on the Island. Transport links to the sites are a part of this project with cycling and walking links to them being an important component. The A5 schemes will link to several Enterprise Zones.



Figure 12 - Enterprise Zones

Most other major projects on Anglesey come under the banner of Energy Island and with their low carbon agenda fit well with aspirations for encouraging more walking and cycling. Projects such as the nuclear new build at Wylfa need consideration of walking and cycling routes to help to reduce the number of single occupancy cars travelling to the site. Any traffic / transport assessments or plans by developers will have to incorporate provision for cycle routes.

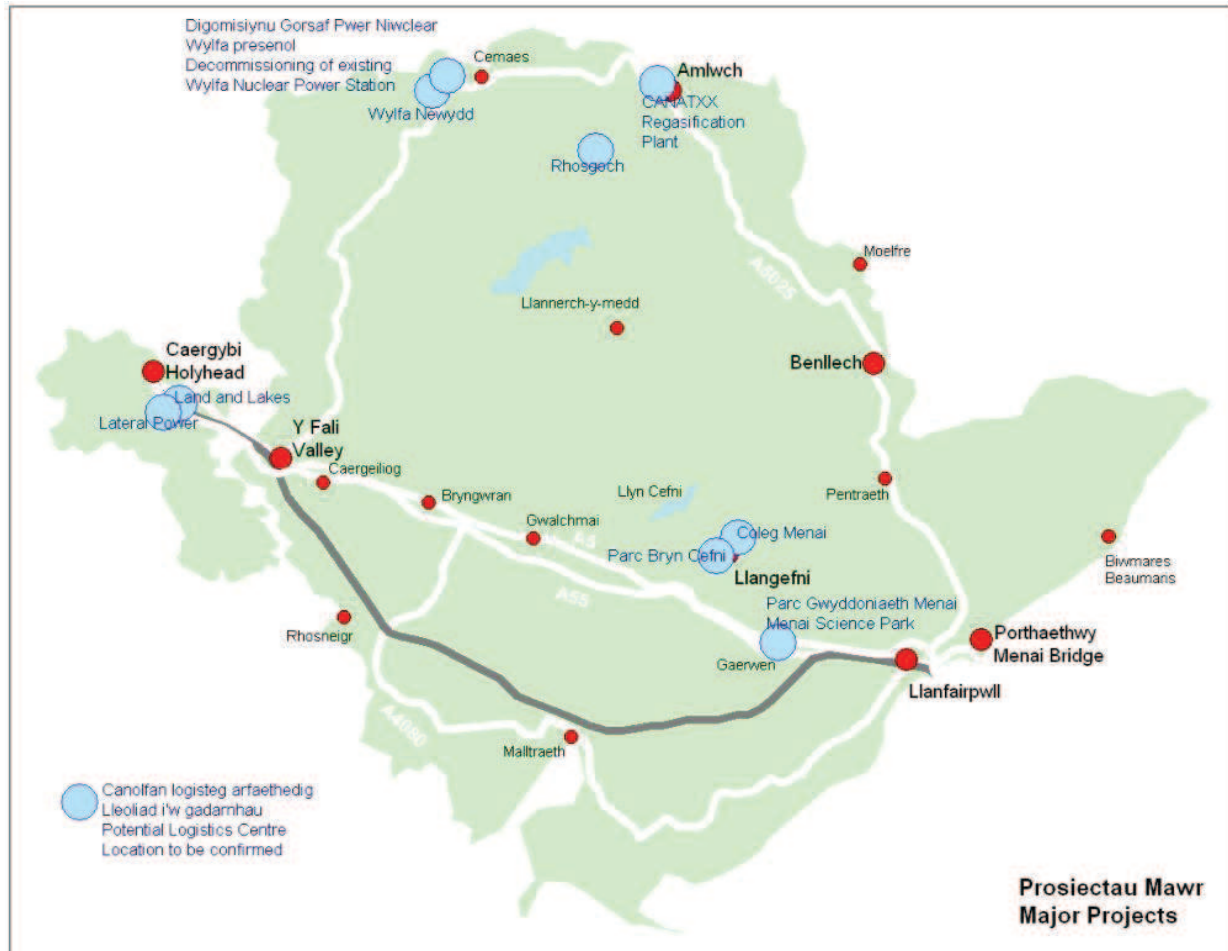


Figure 13 - Major Projects

4.4.4 Future Tourism Cycling Network

A feasibility report was completed in September 2013 which looked at “Enhancing Anglesey’s On-Road Cycle Route Network”. The study has suggested a possible network of new routes in the south of the island, which uses the existing NCN 8, one of the bird routes, NCN 566 (Lôn Las Cefni) and 28 miles of newly signed minor roads to link with these. As suggested above the Bird Routes need to be reviewed according to the objectives set out in this feasibility study before deciding on new routes to sign. Any study looking at new or revised routes will consider the tourism / leisure destinations people may wish to access by bike including the coast and the AONB.

4.4.5 A545 Menai Bridge to Beaumaris

Feasibility and designs for a walking and cycling route along this corridor were completed in April 2011. The report concluded that the A545 does not provide adequate facilities for walking and cycling and that the cost (at March 2011) rates of implementing the preferred option would be over £9 million. This cost means that any scheme at this location is unlikely to be funded currently

although there is still an aspiration to improve the route for pedestrians and cyclists at some time in the future.

4.4.6 Lein Amlwch

Lein Amlwch was a railway line that originally opened to all traffic in 1867. It was closed to passenger traffic in 1964 and goods traffic in 1993. The line has been disused since that time although the tracks still exist.

Since 1993 there have been several proposals to either reopen the line as a heritage railway, convert it to a cycle and walking route or to look at whether dual use could be made of the line. A study was completed by Sustrans in 2008 which considered a mix of walking, cycling and equestrian use along with heritage railway use on part of the route. This study was commissioned by Isle of Anglesey County Council in response to the County Council's decision taken in March 2007, for the preferred option for the line to be used as a cycle, walking and bridle path route.

In 2009 the Welsh Assembly Government commissioned Network Rail to undertake a feasibility study to look at the potential for reinstating a 4 mile section of the Amlwch branch line to facilitate the running of a passenger train service between Llangefni and Llandudno Junction. For rail services to return to Llangefni, this would require reconnection of the branch line to the North Wales Coast Main Line at Gaerwen Junction, and renewal of the line from this point to a terminus at Llangefni.

In September 2009 the Authority's Executive resolved in favour of supporting the use of the line as a railway and referred the matter to the County Council as this would require reversal of the County Council's decision taken in March 2007.

The latest resolution made on the matter by the Council on 14th September 2010 was

- That in view of recent developments, and subject to no use of Council funds, that the County Council's preferred option for the future use of the Gaerwen to Amlwch line is for it to be reopened to rail services, and should that initiative fail the Council reverts to supporting the decision made by it on 6th March 2007 that the preferred option be that of a cycle, walking and bridle path route.

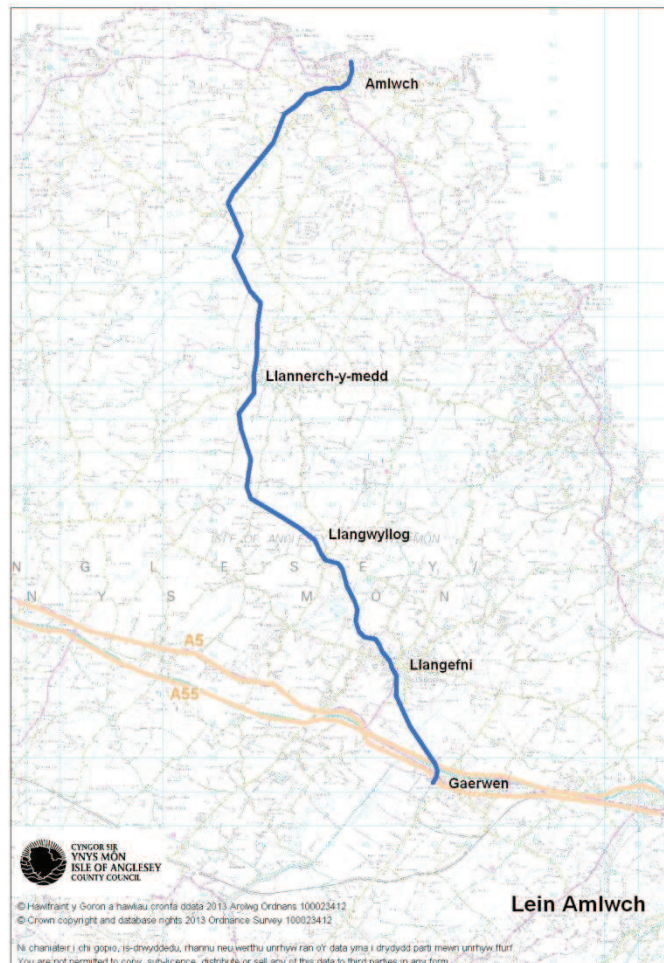


Figure 14 - Lein Amlwch

- That the Railway Company be requested to submit a Business Plan to this Council for information, including a timetable of works within 6 months.”

The Gaerwen Junction to Llangefni study was completed by Network Rail in November 2010, and whilst it was technically possible to reopen this section of the branch line, the costs of doing so were calculated at £25.1m. Whilst the study was focused on the section from Gaerwen Junction to Llangefni, and did not examine the section North of Llangefni, it was acknowledged that if the section from Gaerwen Junction to Llangefni was reopened as part of the national rail network, this could increase the potential for the section from Llangefni to Amlwch to be opened as a heritage railway.

In August 2011 Anglesey Central Railway was granted a Licence to clear vegetation, clear drainage, and conduct surveys to investigate and prepare for track renewal. Recent observations to the north of Llangefni, of sections of the line which are visible from the highway, indicate that little, if any, clearance work has been undertaken.

Since the Council Executive’s decision was taken in September 2009, other than the publishing of the feasibility study, no progress has been made in taking forward the project to re-open the section from Gaerwen Junction to Llangefni, or in the provision of a business plan for the Llangefni to Amlwch section.

4.4.7 Lôn Las Cefni improvements

The surface of Lôn Las Cefni has been upgraded over recent years (2011-2013) between the Dingle to the north of Llangefni and Pont Marquis to the north of Malltraeth. There is potential to upgrade some of the route between the Dingle and Llyn Cefni.

4.4.8 Circular route around Llyn Cefni

This potential scheme links with the existing route (Lôn Las Cefni) on the south eastern side of the reservoir, and would provide a path on the north western side which would create a circular route.

4.4.9 Mountain Biking

Mountain Biking is a growing leisure activity popular with a large age range of people. There is the potential to develop more mountain biking routes on Anglesey as funding permits. This would link to health outcomes as well as tourism and the DMP.

4.4.10. Benllech to Llangefni

This is a scheme which would use a disused railway route to create a shared use route between Benllech and Llangefni. The old trackbed is currently in the ownership of several different landowners and so the scheme may be difficult to achieve because of this. However a feasibility study would need to be undertaken to look at the possibility of developing a scheme.

4.4.11 Active travel cycle route study

As part of complying with the Active Travel (Wales) Act 2013 - a study of population centres / centres of employment / schools / transport interchanges / retail / health, to look for the best locations for new / improved cycle + walking routes, would be carried out.

4.4.12. Safe Routes in Communities Schemes

Safe Routes in Communities schemes will be ongoing according to guidance produced each year by the Welsh Government.

4.4.13 Proposed Future Network

The Council will aim to progress new off road schemes to provide links to many parts of both the inland and coastal areas of the island. As on road routes are reviewed and revised they will be changed on the network plan. Some existing on road routes may be rationalised as new off road routes are constructed depending on the use for which they were designed.

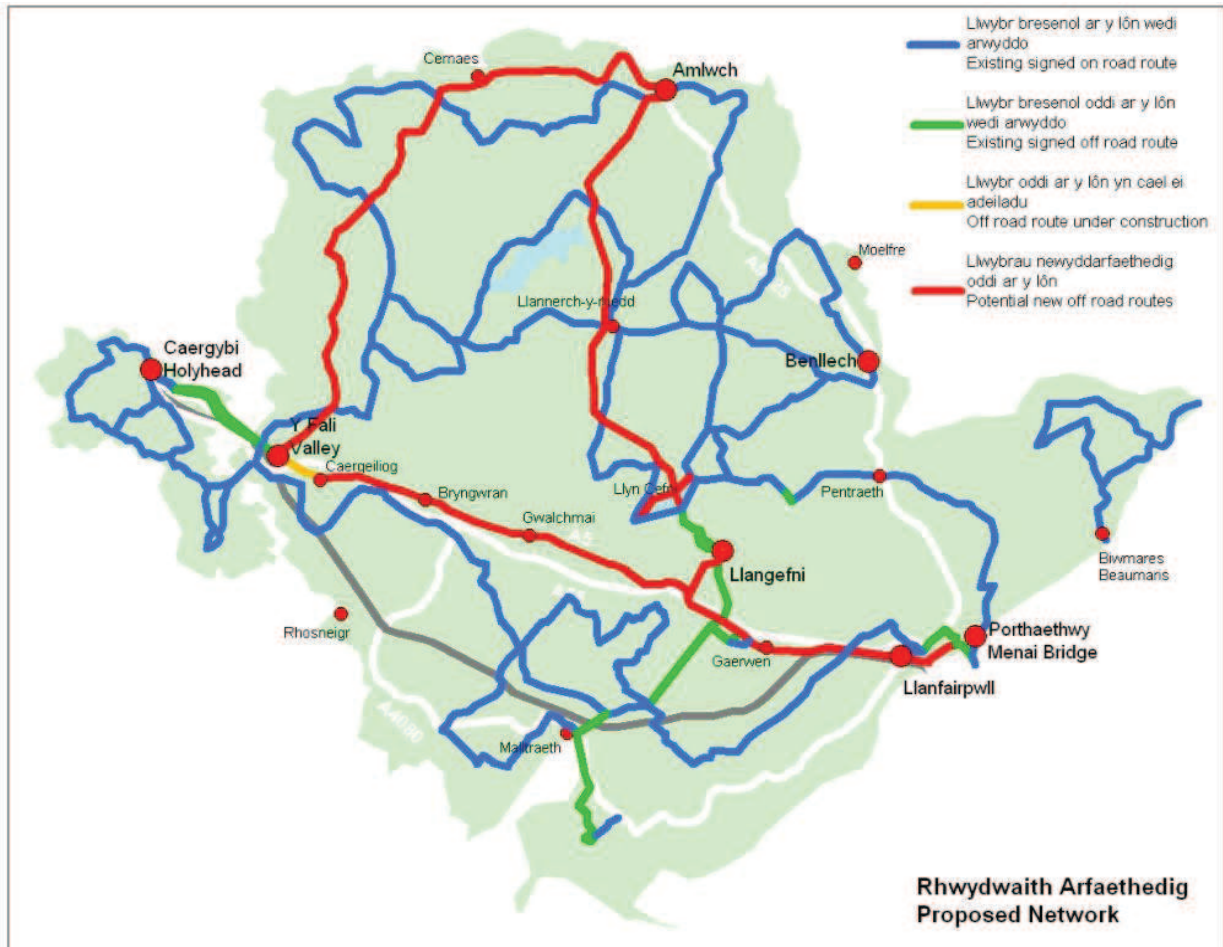


Figure 15 - Proposed Network

4.5 Signing

Signing should be clear and consistent along all major cycle / shared use routes. A major route on-road will be defined as a national cycle network route or specific circular routes where the Highways Service have given agreement as signing these routes has an impact on the maintenance budget held by the service.

Review signing on existing routes:

- The Menter Môn bird routes need to be surveyed and a decision taken on whether the routes should remain as at present, whether the line should be changed, or whether they should be removed. Signing needs to match any revised routes. As some of the signing on the existing routes has disappeared, is in a bad state of repair or is pointing in the wrong direction, there is an opportunity to review the routes. They should be assessed for safety, as well as whether they still follow the routes that people want to use, and link with appropriate destinations. They should be reviewed according to the objectives set out in the feasibility study “Enhancing Anglesey’s On-Road Cycle Rout Network” discussed below. In the meantime Menter Môn are to replace the missing signs so that the routes will be operational again for the next two seasons - 2014 and 2015. New leisure routes should not be implemented until the review process is complete, particularly any physical signing.
- Review old routes - remove old signs (e.g. Holyhead old line of NCN 8)

All signing and marking of cycle facilities to be sympathetic with the environment.

Signing of routes will avoid clutter and, particularly for tourism routes, will be linked to branded routes where the branding is strong and identifiable.

4.6 Maintenance

Maintenance budgets are being cut at the present time and this situation is not likely to change over the next few years. Every effort needs to be made so as not to be a burden on these budgets whilst still enjoying a good standard of cycle route.

Shared Use Paths

- Any new assets should be built to the highest standard possible within funding constraints so as to delay the need for maintenance on the surface of the path.
- Improvements or upgrading of the existing network should be carried out where funding permits to delay the need for maintenance on the fabric of the path.
- All new schemes should be designed carefully to reduce the maintenance liability. Unnecessary elements to a scheme will be avoided.
- Off road routes may in the future consider maintenance organised by Community Councils in the same way as public rights of way are currently maintained.
- Shared use paths within the highway boundary will be maintained as part of the highway as funding permits.
- A policy on winter gritting of cycle routes has yet to be considered. Such a commitment would have severe resource and budgetary implications.

On Road Routes

- Routes being signed as on road cycle routes should be in good condition wherever possible prior to signing.

- Maintenance regimes for these routes will follow the maintenance hierarchy for County highways.

4.7 Standards

In general any new shared use routes will be built to a minimum width of 2.5 metres with a verge of 1 metre where it is beside the carriageway and an allowance of 1 metre to any wall / fence. These widths may be relaxed for pinch points over short distances.

The Council will construct shared use paths rather than segregated paths unless the location is suitable, there is enough land, and a segregated path would be the desirable outcome for that particular location. Tactile paving for use on cycle routes will only be used in appropriate locations where necessary.

Guidance on standards for cycling provision is promised as part of the new Active Travel (Wales) Act 2013. There is a range of other sources of information on standards.

- Sustrans' guides and technical information notes
- Department for Transport:
 - Local Transport Note 1/12 - Shared Use Routes for Pedestrians and Cyclists
 - Local Transport Note 2/08 - Cycle Infrastructure Design
- Cardiff Cycle Design Guide (2011)
- Transport for London - London Cycling Design Standards (2005)
- Manual for Streets and Manual for Streets 2

A comprehensive list of documents is provided on Sustrans' website (Appendix 2):

<http://www.sustrans.org.uk/our-services/infrastructure/route-design-resources/documents-and-drawings/key-reference-documents>

4.8 Cycle parking

Guidance on standards for cycling issues will be provided as part of the Active Travel (Wales) Act 2013 which should include cycle parking standards. These will be followed when considering locations for parking.

Locations that should be considered for parking include:

- new developments
- educational establishments
- transport interchanges
- leisure facilities
- retail centres
- workplaces
- town + village centres
- tourist ventures
- Council offices

A review of where cycle parking is currently available will be undertaken.

A priority list of where cycle parking should be encouraged as funding becomes available will be drafted as a result of the review of existing cycle parking.

4.9 Promotion of cycling

The Visit Anglesey website is currently being updated (2013/14) and will then be kept up to date with any further enhancements or changes to the cycling provision on the Island.

Events will be organised to promote cycling such as the successful Tour de Môn in September 2013. The Anglesey Outdoor festival usually takes place in May of each year and promotes cycle rides as well as the popular walks.

Maps produced as a requirement of the Active Travel (Wales) Act 2013 will promote cycling as a mode of travel on the island.

Marketing should include strong, identifiable and consistent branding of routes and networks. These will be the routes promoted by Visit Anglesey and through the mapping for the Active Travel (Wales) Act 2013 where applicable.

Schemes such as Taith's Sustainable Travel Grant encourage employers to promote cycling by providing small grants to improve cycle provision at workplace premises.

4.10 Monitoring

The Council already use monitoring devices for the Coastal Footpath and Council owned facilities such as the Breakwater Country Park and the Dingle Nature Reserve. Similar devices will be used to monitor usage on off road shared use routes so that the software is compatible and data can be collated across services within the Council.

4.11 Horse Riders

Horse riders are also keen to have access to more off road routes, however sharing paths with others raises concerns from all users.

Many of the shared use paths proposed as part of this strategy are intended to help towards increasing the number of active travel trips to work / school etc, and there are concerns from cyclists, less mobile users and those with young children about sharing paths with horses (Horses on the National Cycle Network : Technical Information Note No. 28 - Sustrans 2011). The Council does not wish the main target user of new paths to be deterred from using them.

Where there is space and funding available for use by horse riders then a separate bridle path could be provided on some schemes alongside a shared use cycle and pedestrian use path but this would not be likely to happen on all schemes .

Guidance related to the Active Travel (Wales) Act 2013 from Welsh Government is awaited which may have something to add to this issue.

4.12 Funding

Funding for schemes may come from several sources. Schemes could be financed through the following (this list is not exhaustive):

Taith - Regional Transport Plan

Three Towns initiative
Ymweld â Môn
Developers
Safe Routes in Communities

Appendix 1 : Policy Context

A review of policy documents to date which have an influence on cycling on the Isle of Anglesey.

A1.1 National

A1.1.1 Wales Transport Strategy

The Wales Transport Strategy (2008) (WTS) provides an overarching strategy for all transport in Wales including cycling and sustainable travel. Under the WTS sit the National Transport Plan and the 4 consortia Regional Transport Plans.

The WTS identified 5 strategic priorities including:

- Reducing greenhouse gas emissions and other environmental effects from transport
- Integrating local transport
- Improving access between key settlements and sites
- Increasing safety and security

Key actions from these include:

- Modal shift to public transport, park and ride, walking and cycling. Providing more infrastructure to support that shift. Education and promotion of alternative modes.

A1.1.2 National Transport Plan

The National Transport Plan (2009) (NTP) sits under the WTS and is the mechanism by which the Welsh Government deliver the part of the WTS which is their responsibility.

The prioritised NTP was published in 2011 and has ongoing commitments relevant to cycling on Anglesey:

- Simplify the ethos for delivering walking and cycling to maximise our investment. This will include ensuring our Highways and Transport Bill (later brought into legislation as the Active Travel (Wales) Act 2013) and all walking and cycling investment focus on delivering the Government's agenda:
 - Develop a larger number of traffic free walking and cycling routes and segregated public transport routes (NTP reference 8).
 - Maintain our Safe Routes in Communities programme to develop safer walking and cycling opportunities (NTP reference 9).
 - Deliver our Walking and Cycling Action Plan targets (NTP reference 11), with additional funding being made available for this.
 - Continue to increase the amount of funding available for walking and cycling schemes (NTP reference 12), through focus in our funding to sustainable travel centres and our safe routes in communities programme.
- Working with stakeholders, review the options to increase the capacity of the A55 across the Menai, including capacity for walkers and cyclists (NTP reference 93).

A1.1.3 Planning Policy Wales - Technical Advice Note 18: Transport (2007)

This planning document has a section on cycling.

- **6.3** Cycling has potential to act as a substitute for shorter car journeys in urban or rural areas, or form part of a longer journey when combined with public transport.
- **6.4** Local authorities should aim to develop an effective network of cycle routes, including safe routes to schools. Development plans, design guidance, and master plans should include encouraging cycling through:
 - identification of new cycle routes utilising existing highways (including public rights of way where appropriate), disused railway lines, space alongside rivers and canals, parks and open space;
 - ensuring that new development encourages cycling by giving careful consideration to location, design, access arrangements, travel 'desire lines' through development and integration with existing and potential off-site links;
 - securing provision of secure cycle parking and changing facilities in all major employment developments, including retail and leisure uses, town centres, transport interchanges, educational and health institutions;
 - securing provision of cycle routes and priority measures in all major developments;
 - adopting minimum cycle parking standards within their parking strategies - for commercial premises these standards should include cycle parking for both employees and visitors; and
 - ensuring new residential developments provide storage for bicycles so they are easily available for everyday use while secure enough to be left unattended for long periods of time.

A1.1.4 Walking and Cycling Action Plan for Wales 2009-2013

This document aims to maximise the opportunities afforded by walking and cycling and to reduce car use. It identifies that the provision of walking and cycling facilities is an important element in creating equal opportunities.

The core objectives of the plan are to:

- improve the health and well-being of the population through increased physical activity
- improve the local environment for walkers and cyclists
- encourage sustainable travel as a practical step in combating climate change
- increase levels of walking and cycling through promotion of facilities
- ensure that walking and cycling are prioritised in cross cutting policies, guidance and funding.

A1.1.5 Active Travel (Wales) Act 2013

"The Active Travel (Wales) Act 2013 places a requirement on local authorities to continuously improve facilities and routes for walkers and cyclists and to prepare maps identifying current and potential future routes for their use. The Act will also require new road schemes to consider the needs of pedestrians and cyclists at design stage." (Quote taken from the National Assembly for Wales website.) The Act was given Royal Assent on the 4th of November 2013.

A1.1.6 UK - All Party Parliamentary Cycling Group - Get Britain Cycling Inquiry (2013)

The All Party Parliamentary Cycling Group have undertaken an inquiry entitled Get Britain Cycling with the aim “to enable more people across the UK to take up cycling, cycle more often and cycle more safely by interviewing or receiving written evidence from expert witnesses on the obstacles that must be overcome and suggesting concrete, effective measures to be undertaken by central and local government as well as the wider world of business and the third sector.”

A1.2 Regional

A1.2.1 Regional Transport Plan (2009)

The Regional Transport Plan (RTP) was published by Taith, the Consortia of the 6 Local Authorities in North Wales. It covers the period 2010 - 2015. It delivers the part of the WTS which is the responsibility of the Local Authorities.

Objectives within the plan relating to cycling issues are:

- optimise accessibility to employment, education, health and services for all the diverse communities of North Wales
- provide, promote and improve sustainable forms of transport and infrastructure to minimise the negative impacts of transport on the local and global environment.
- improve safety of all forms of transport
- enhance the efficiency and use of the transport network
- upgrade and maintain the transport infrastructure, providing new where necessary

The RTP priorities relating to cycling issues are:

- Reducing congestion and journey times -
- supporting development
- safe, efficient, sustainable transport networks – maintaining safe, efficient, more sustainable transport networks
- sustainable transport – increasing current levels of cycling and walking by residents and visitors

A1.2.2 North Wales Regional Transport Plan: Walking & Cycling Strategy

A regional walking and cycling strategy was completed as part of the RTP process. Its stated aim “is to encourage more people to walk or cycle for journeys, such as the commute to work and school, trips to local shops, leisure and health facilities and for leisure activities.”

Guiding Principles relating to cycling were identified as part of the strategy:

- Climate Change: Encourage modal shift to healthier forms of transport to contribute towards climate change targets and reduction in CO2 emissions.
- Extensive Cycle Networks and Facilities: Developing high quality maintained networks that facilitate existing and future demands for both local and cross-boundary cycling.
- Integration of Walking and Cycling in Land Use & Transport Strategies: Ensuring walking & cycling are always considered in both the transport and land use planning processes.
- Integration of Transport Modes: Ensuring that walking and cycling are integrated safely with other modes of transport.
- Regional Partnership Working & Communication: Developing and strengthening partnership-working to facilitate, promote and encourage the use of sustainable transport modes across

the region and to/from neighbouring authorities with internal and external stakeholders including commercial

- and voluntary organisations.
- Education, Promotion & Publicity: Developing and supporting local, regional & national campaigns and initiatives aimed at promoting more sustainable forms of transport and raising levels of physical
- activity.
- Monitoring: Evaluating the impacts of sustainable transport initiatives using the results to
- influence future development of policies, actions and funding bids

Strategies to carry these forward include:

- Encouraging Cycling as a Transport mode in North Wales
- Changing People's Transport Perceptions
- Bringing forward Sustainable Transport Initiatives
- Maintaining the Sustainable Transport Network

Actions related to the principles and strategies include:

- Identify and remove real and perceived barriers to cycling.
- Develop a programme of Safe Routes in the Community schemes in compliance with Welsh Assembly Government guidance.
- Ensure continued adoption and implementation of standards and good practice in the provision of cycling infrastructure.
- As part of the local transport implementation strategies, identify and produce a programme of works to develop the local cycle network. Each authority must consider the needs of local movements as well as satisfying cross-boundary trips.
- Increase levels of cycling through the provision and improvement of appropriate signage.
- Liaison with transport providers to ensure that appropriate cycle carrying capacity and facilities are provided on passenger transport services.
- Ensure the provision of safe and secure cycle parking facilities at key transport interchanges & town centre locations in public ownership as well as encouraging provision at large employment & tourist centres.

A1.3 Local

A1.3.1 Planning Policy

The Ynys Mon Stopped Unitary Development Plan (UDP) (2005) supports proposals which encourage the use, enjoyment and development of the Island's designated cycle routes. New development which would adversely affect components of the network will be required to make adequate provision for re-routing, replacement or creation of new routes (Policy TR9).

A1.3.2 Isle of Anglesey Cycling strategy (2000)

Produced as a requirement of the Welsh Assembly to sit alongside the Local Transport Plan 2000. The strategy has a number of objectives and policies.

- To encourage cycling to reduce the use of private cars.
- To achieve convenient cycle access to key destinations
- To provide cycling facilities which make cycling more convenient and safer

- To raise cycle awareness amongst road users in general
- To encourage cycling among school children
- To promote cycling skills to improve personal safety

A1.3.3 Rights of Way Improvement Plan (2008 - 2018) (RoWIP)

Although the RoWIP mainly looks at public rights of way, it also considers cycling issues. At the time of writing (2008) the only off road cycling route was Lôn Las Cefni which totalled 26.3km. The report goes on to say “The route provides a very pleasant family cycle, but is a little too short to adequately provide sufficient safe off road cycling for a day ride.”

Under “improvements to the network” the statement of action for cycling is:

- undertake a scoping exercise to ascertain potential new off road cycling routes.

The aim would be to improve facilities for the enjoyment of Anglesey’s countryside on publically accessible cycleways.

A1.3.4 The Anglesey Area of Outstanding Natural Beauty (AONB) Management Plan 2009 – 2014

The AONB Management Plan has policies which relate to transport under its Strategy for the Anglesey Area of Outstanding Natural Beauty (AONB)

Theme 3: Visiting and Enjoying the AONB (VE)

VE 4 ACCESS

- VE 4.1 Promote access for all (where appropriate), whilst also protecting the AONB’s special qualities and the integrity of the European sites.
- VE 4.2 Manage the PROW network with high standards of maintenance and repair, appropriate information and clear signage that conserves and enhances the special qualities of the AONB and the integrity of the European sites.
- VE 4.3 Ensure there is a co-ordinated approach to the appropriate management and promotion of public access and quiet recreational activities to ensure access for all.
- Theme 4: A Living and Working Landscape (LWL)

LWL 6 TRANSPORT

- LWL 6.1 Promote the integration and use of more sustainable public transport systems as part of a multi-modal approach in the AONB.
- LWL 6.2 Ensure that the special qualities of the AONB are fully respected in the planning, design, provision and management of all types of transport schemes.
- LWL 6.3 Promote the AONB as a model for high standards of design in highway schemes, infrastructure and associated landscaping which complement the special qualities of the AONB.

A1.3.5 Isle of Anglesey Strategic Transport Study for Major Developments (2011)

In 2011 consultants were commissioned to develop a transport strategy for the Island to address the likely impact of potential major developments, including the impact on walking and cycling. The baseline cycling network at the time was mapped. Transport Planning Objective 5 reads: “To provide, promote and improve sustainable forms of transport and infrastructure associated with potential major development sites on Anglesey”.

The strategy states that workers and visitors to a major site will be encouraged to use sustainable modes of transport. This includes expanding the existing network of footways and cycleways “to provide links to major development sites from nearby residential areas, public transport interchanges and dedicated construction camps. These routes will be enhanced through the provision of a signing strategy and mapping for walkers and cyclists.”

A1.3.6 Destination Management Plan (2012 - 2016) (DMP)

Within Anglesey’s DMP section 3.3.3 discusses the development of the cycling network.

“... there needs to be a clear network of cycling trails including:

- The national trails across the Island and the proposed A5 heritage route
- A coastal route
- A series of local routes linking attractions and settlements, building on work done to date
- Support for new cycle hire facilities

“Cycling network” is on the list of action points for IoACC to take forward. It is given priority 1, and phasing for 2012-16, resources required are ‘Low’ (“might be up to £25,000”), with Menter Môn as a support agency and other potential funding contributors being Ymweld â Môn and Green Links.

A1.3.7 Options for supporting cycling development on the Isle of Anglesey - A working Paper (2012)

This study was commissioned by the Ymweld â Môn project which aims to improve the tourism package for Anglesey. The paper contains a list of 25 potential projects which were then prioritised to identify a shorter list of projects which fitted a range of criteria including economic impact, strategic fit, potential viability and affordability.

The projects were grouped by the headings: existing route development, new route development, marketing, ancillary development work and events.

When the prioritised list was produced without using the affordability criteria, projects “centred on improving or developing existing routes featured heavily”. When the affordability criteria was added there was “much more emphasis on marketing projects and on ancillary development work”.

A1.3.8 Enhancing Anglesey’s on-road cycle route network - A Feasibility study (2013)

This study was developed following the work on the above working paper and investigates a potential on-road network of cycle routes. The routes suggested cover the south and south west of the island and have been designed as a network rather than individual routes, although specific routes could be mapped and promoted. The suggested routes would primarily be aimed at tourism and leisure use. They mainly follow unclassified routes through attractive countryside linking tourism and leisure destinations. It is suggested that the network is signed to attract novice and infrequent cyclists who would normally prefer off-road routes. No traffic / speed surveys were conducted as part of this study and the report also notes that mitigation work would be required on part of the A4080 where the routes either cross or follow short sections of this ‘A’ road which is busier than the unclassified roads used in the rest of the network.

Appendix 2 : Cycle Design Standards

The following list of Sustrans recommended documents for cycle design standards is taken from the Sustrans website: <http://www.sustrans.org.uk/our-services/infrastructure/route-design-resources/documents-and-drawings/key-reference-documents>

Key reference documents

The list below provides access to the most commonly used guidance and standards for the design of routes for people to walk and cycle, starting with those we find most useful. Further, more specialist, references are included on the relevant topic pages.

Our top references:

- [Cycling Infrastructure Design, LTN 2/08, DfT 2008](#) (pdf); the definitive DfT guidance on designing for cyclists.
- [Manual for Streets DfT, Communities & Local Government 2007](#) (pdf); updated guidance on street design in new residential areas. Places the need for movement in the wider context of the need to strengthen communities and create attractive places.
- [Manual for Streets 2, CIHT 2010](#); takes the principles set out in Manual for Streets and demonstrates through guidance and case studies how they can be extended beyond residential streets to encompass both urban and rural situations.
- [Guidelines for Providing for Journeys on Foot, CIHT 2000](#) (pdf); contains very detailed information on design details that make walking more attractive in urban areas, including advice on path maintenance, planning, and monitoring.
- [Shared Use Routes for Pedestrians and Cyclists, LTN 1/12, DfT 2012](#); this provides current advice from DfT on the development and design of shared use routes. A key change is that segregation should no longer be considered the starting position in the design process, and designers are encouraged to think through their decisions rather than start from a default position of implementing any particular feature.
- [Connect 2 and Greenway Design Guide, Sustrans 2009](#); the distillation of 30 years of Sustrans path building experience - an indispensable tool for anyone involved in the construction, maintenance and promotion of cycling and walking.
- [National Cycle Network: Guidelines and Practical Details, Sustrans 1997](#); sets out the design philosophy and criteria for the National Cycle Network but is equally suitable for cycling infrastructure of all sorts at a regional or a local level.
- [Cardiff Cycle Design Guide, Cardiff Council, 2011](#) (pdf); this guidance supplements that in LTN 2/08 Cycling Infrastructure Design, with some useful detail on a range of issues including legislation and street design.
- [Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure, DfT 2002](#); the standard reference for those designing for mobility impaired, visually impaired and wheelchair users.
- [London Cycling Design Standards, TfL 2005](#); lots of useful solutions for urban areas, and goes into more detail than most other guidance; includes unit costs and many typical detail drawings.
- [Cycling England: Design Checklist, 2010](#) (pdf): simple checklist for use by engineers, with web links to detailed design guidance, now hosted on the CILT(UK) website.

- [Infrastructure Toolkit for Cycling Towns, Cycling England, 2009](#) (pdf): specific guidance for the Cycling City and Towns programme, this includes advice on a range of issues not covered in other guidance.

DfT guidance:

- [Traffic Management & Streetscape, LTN 1/08, DfT 2008](#) (pdf)
- [Mixed Priority Routes: Practitioners' Guide, LTN 3/08, DfT 2008](#) (pdf)
- [Guidance on the Use of Tactile Paving Surfaces, DfT 1998](#)
- [The Assessment of Pedestrian Crossings, LTN 1/95, DfT 1995](#) (pdf)
- [The Design of Pedestrian Crossings, LTN 2/95, DfT 1995](#) (pdf)
- [Traffic Signs Regulations and General Directions, HMSO 2002](#) (pdf)
- [Traffic Advisory Leaflets](#)

Sustrans:

- [The Merits of Segregated and Non-Segregated Traffic-Free Paths, Phil Jones Associates, Sustrans 2011](#) (pdf)
- [A Guide to Controlling Access on Paths, Sustrans 2012](#) (pdf)

Sustrans' Technical Information Notes

- [TIN05: Cycle Network Signing, 2013](#)
- [TIN07: Aggregates for Path Construction, 2011](#)
- [TIN08: Cycle Path Surface Options, 2012](#)
- [TIN11: Trees, 2012](#)
- [TIN12: Side Road Crossings, 2011](#)
- [TIN14: Gaining permission for works that might be affected by coastal or river flooding, 2011](#)
- [TIN16: Cycle & Pedestrian Routes within Car Parks, 2011](#)
- [TIN17: Cyclists' Use of Zebra Crossings, 2011](#)
- [TIN18: Toucan Crossings, 2011](#)
- [TIN19: Segregation of Shared Use Routes, 2012](#)
- [TIN23: Road Safety Audits, 2011](#)
- [TIN24: Manual for Streets 2: Digested Read, 2011](#)
- [TIN27: National Cycle Network Signing and Route Branding, 2012](#)
- [TIN28: Horses on the National Cycle Network, 2011](#)
- [TIN29: Lighting of Cycle Paths, 2012](#)
- [TIN30: Parapet Heights on Cycle Routes, 2012](#)
- [TIN31: Obstacles in the Carriageway, 2012](#)

Sustrans' Ecology Notes

- [Ecology Note 01: Hedge Management](#)
- [Ecology Note 02: Grass Verge Management](#)
- [Ecology Note 03: Himalayan Balsam](#)
- [Ecology Note 04: Japanese Knotweed](#)
- [Ecology Note 05: Ragwort](#)
- [Ecology Note 06: Ecology in the Planning System](#)

Trunk Roads: Design Manual for Roads and Bridges:

- [Provision for Non-Motorised Users, TA91/05, Highways Agency \(pdf\)](#)
- [Geometric Design of Pedestrian, Cycle and Equestrian Routes, TA90/05, Highways Agency \(pdf\)](#)
- [Non-Motorised User Audits, HD42/05, Highways Agency \(pdf\)](#)
- [Subways for Pedestrians and Cyclists Layout and Dimensions, TD36/93, Highways Agency \(pdf\)](#)
- [Footway Design, HD39/01, Highways Agency \(pdf\)](#)
- [Design Criteria for Footbridges, BD 29/04, Highways Agency \(pdf\)](#)
- [Coloured Surfacing In Road Layout \(Excluding Traffic Calming\), TA 81/99, Highways Agency \(pdf\)](#)

Other UK:

- [Cycling by Design, Transport Scotland, 2010](#)
- [Designing Streets, The Scottish Government, 2010](#)
- [Guidance for Towpath Design, Canal and River Trust 2012 \(pdf\)](#)
- [Notes on Good Practice Common in Europe, Cycling England, 2005 \(pdf\)](#)
- [Transport in the Urban Environment, CIHT 1997](#)
- [Guidelines for Cycle Audit and Cycle Review, CIHT 1998](#)
- [TRL Reports](#)
- [The State of our Streets, Living Streets 2012 \(pdf\)](#)

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	EXECUTIVE COMMITTEE
Date	13 JANUARY 2014
Subject	To provide an update with regards to the recommendations of a Parking Task and Finish Panel together with the consideration of measures to increase 2014/15 parking revenue including new pay and display sites.
Portfolio Holder(s)	COUNCILLOR RICHARD DEW
Lead Officer(s)	Dewi R Williams (Head of Service – Environment and Technical Services)
Contact Officer	Dewi R Williams
Nature and reason for reporting	
<p>To provide an update to the Executive Committee with regards to the recommendations of a Parking Task and Finish Panel established in 2011 to review parking income. Also to seek the Executive's approval for the introduction of measures that would increase parking revenue for 2014/15 in accordance with income targets which includes proposed new pay and display sites.</p>	

A – Introduction / Background / Issues
<p>In February 2011, the Executive resolved to approve the recommendations of a Task and Finish Panel that was established to review and identify opportunities for additional parking income in accordance with revenue targets.</p> <p>The Task and Finish Panel proposed a three year programme which has been implemented by the Service. In the first year (2011/12), tariff increases were introduced in the Service's permanent pay and display sites. In the second financial year (2012/13), tariff increases were introduced in the seasonal car parks. In the third year (2013/14), additional parking income was to be sought from new sites.</p> <p>The Task and Finish Panel also proposed areas for the introduction of residents' parking schemes and for the Authority to commence surveys. The Authority is currently in the process of conducting these surveys.</p> <p>This report seeks approval for the continuation of the Task and Finish Panel's recommendations, specifically in relation to the implementation of new pay and display sites and approval of proposed parking fees and charges applicable for 2014/15.</p>

B – Considerations

i) Parking Task and Finish Panel Update

A Parking Task and Finish Panel established in January 2011 discussed parking tariff increases and the implications of introducing new pay and display sites across the Island. A previous decision by the Portfolio Holders for Finance and Highways to approve the possibility of establishing additional pay and display sites was called in for Scrutiny and subsequently referred to the Full Council. This meeting resolved to establish a Task and Finish Panel to review parking income. Proposals developed by the Parking Task and Finish Panel were approved by the Authority's Executive Committee in February 2011.

In accordance with the recommendations of the Panel, tariff increases were introduced in 2011/12 and 2012/13 in order to achieve income targets. The Authority has been progressing with the proposal for 2013/14 which was the introduction of new pay and display sites. It was resolved by the Panel that of the eight sites considered, five locations should initially be offered to the relevant community council under a lease agreement. (Cemaes, Benllech Square, Rhosneigr, Church Bay & Rhoscolyn). Should the community council not wish to enter into a lease agreement, the Authority could then introduce pay and display conditions. Amended restrictions were to be introduced in the remaining three locations (Stanley Crescent, Holyhead; Station House, Llangefni; & Benllech Library).

Appendix A provides an update regarding the work of the Parking Task and Finish Panel and the current situation with regards to the original locations considered. Protracted discussions with community councils have delayed the process but it is anticipated that lease agreements will be in place between the Authority and the Llanbadrig and Llanfair Mathafarn Eithaf Community Councils by April 2014. In the absence of final agreements by this date it is intended to introduce pay and display conditions in the relevant car parks.

The Parking Task and Finish Panel originally proposed that discounted parking be provided in Stanley Crescent Car Park, Holyhead. As there are concerns regarding the precedent implications of this decision, the Executive is asked to consider amending this and that standard car parking charges are imposed in this car park.

The Panel also originally proposed that parking at Station House Car Park, Llangefni remain free but limited to 1 hour. Concerns are raised regarding the onerous enforcement implications of this proposal. It is considered that Station House Car Park could provide a short term pay and display facility to this part of Llangefni, providing parking for vehicles traveling down Allt Station that would otherwise have to travel around the one way system. Therefore the Executive is asked to consider introducing short stay (maximum 2 hours) pay and display conditions here.

It was proposed by the Task and Finish Panel that Benllech Library Car Parks remain

free, but limited to a maximum stay of 1 hour. With regards to the imminent development of a new medical centre in one of these car parks, it is considered that this is appropriate to avoid the car park filling-up with staff from the medical centre all day.

As referred to in the Appendix, a draft Off-Street Parking Order was prepared and advertised in July 2013. The Order included all of the Authority's free and unregulated sites. The Order was required to enable the Authority to implement the Parking Task and Finish Panel's resolution in introducing pay and display and to regulate parking in the identified car parks. The Order would also have enabled the Authority to effectively manage parking in its other sites, especially in relation to the abuse of disabled bays and overnight camping.

Objections were received to the draft order and the Authority's Planning and Orders Committee on 6th November 2013 refused to confirm the Order. The Planning and Orders Committee on 4th December 2013 were asked to review the decision with an assurance that any future proposals for pay and display sites would be considered and approved firstly by the Executive. The Planning and Orders Committee resolved to confirm the Off-street order subject to this condition.

Therefore, where the local Community Council has declined the opportunity to manage the car park, or where it has not been possible to reach agreement with the Community Council in terms of a lease agreement by 31 March 2014, the Executive is asked to consider and approve the establishment of pay and display sites at the following locations. For reference, the anticipated income from these sites is also included (as provided to the Parking Task and Finish Panel in 2011, based on tariffs at the time). The projected income was based on comparable locations and parking trends and the income levels will increase if parking fees increase in 2014/15 or subsequent years.

Location	Projected Annual Income
High Street / Gwelfor Car Park Cemaes	£11,500
Benllech Square	£6,000
Rhosneigr	£7,000
Porth Swtan / Church Bay	£2,500
Rhoscolyn	£2,500

The Executive is also asked to consider and approve the establishment of pay and display conditions in the following locations –

- Stanley Crescent, Holyhead
- Station House, Llangefni.

The Executive should be aware that these are the same sites originally considered and proposed by the Parking Task and Finish Panel in 2011. The Executive resolved

to approve the Task and Finish recommendation in February 2011.

ii) Residents Parking

The Parking Task and Finish Panel resolved to investigate the establishment of resident parking schemes in –

- Westend, Beaumaris
- High Street and Beach Road, Rhosneigr
- Church Terrace and Bridge Street, Llangefni
- Edmund Street, Baptist Street, Tower Gardens, Holyhead.

Surveys have been conducted with regards to the support for schemes in Beaumaris, Church Terrace, Llangefni and Holyhead. Schemes in Llangefni and Beaumaris will progress but there was insufficient interest and support in Holyhead to justify implementation of a scheme. A policy and guidance document will be prepared in the near future together with fees and charges associated with implementing a residence parking scheme will be drafted for approval by the Portfolio Holder.

iii) Parking Charges

The Highways budget within the Environment and Technical Service is facing the need to achieve savings of 9.61% in the 2014/15 Financial Year. Additional revenue from parking has been identified as a means of achieving the required savings with a figure of £100k set.

The following options are provided for consideration –

a) Permanent Pay and Display Sites

Tariff Band	Current Tariff	Proposed Tariff
30 minutes	-	50p
1 hour	50p	80p
2 hours	80p	£1.00
4 hours	£1.00	£1.50
12 hours	£2.50	£3.00

Implementing this proposal is projected to provide an additional annual income of £62,700.

b) Seasonal Pay and Display Sites

Tariff Band	Current Tariff	Proposed Tariff
4 hours	£2.50	£3.00
12 hours	£3.50	£4.00
Vehicle and trailer	£5.00	£6.00

Implementing this proposal is projected to provide an additional annual income of £21,500.

c) Season Ticket

Currently the Authority provides an opportunity for the public to purchase a season ticket for use in all of the Island's pay and display car parks. A 12 months ticket costs £120, whilst a 6 months ticket costs £80. In addition, residents of Anglesey aged 65 and over are able to obtain a 12 months season ticket for £80. Cerdyn Cymru concessionary bus passes are available to those aged over 60. It was also resolved by the Executive in February 2011 that Councillors should be charged the same rate as a standard 12 month permit for use of the allocated bays at the County Offices in Llangefni. These permits are also applicable in all of the Authority's pay and display car parks.

Increases are proposed in the cost of the 12 month and 6 month parking season tickets. It is proposed that the provision of a discounted parking season ticket for residents of the Island aged 65 and over continue for a further year at a charge of £100 but be abolished in April 2015. This would enable ample opportunity to publicise that the concession would be abolished.

Season Ticket Type	Current Fee	Proposed Fee
12 months Season Ticket	£120	£150
6 months Season Ticket	£80	£100
12 months Concessionary Season Ticket	£80	£100 for 2014/15 but abolished from April 2015 onwards
12 months Councillor Parking Permit	£120	£150

Implementing this proposal is projected to provide an additional annual income of £17,700 from 2015/16 with a sliding scale increase in 2014/15 depending on the month of purchase of permits.

iv) Approval of other parking related Fees and Charges

In addition to the parking season ticket fees previously detailed, approval is also sought for the following –

a) Parking Season Tickets

- Change of vehicle details and the re-issue of a new permit on submission of the existing one – from £10 to Free
- Replacement of a lost or missing parking permit - from £10 to £20 (including standard permits, concessionary permits, Councillor permits and Isle of Anglesey County Council staff permits).

b) Car Park Possession Applications

Currently the possession of a car park or a section of it for a purpose other than parking, such as a building site compound or for an event is subject to an application charge of £100. In addition a monthly charge of either £50 or £100 (part or full possession) applies or the potential pay and display income based on the number of parking bays used.

To simplify the process it is proposed to abolish the application fee but to charge a fee of between £80-100 per week for a compound that requires 4-6 bays regardless if the site is a pay and display car park. This is based on guidance provided by the Authority's Property Section. Applications for a smaller compound should be charged proportionally to the above rate. It is proposed that further guidance be sought from the Property Section in circumstances where a large area of a car park is required.

It is proposed that charitable or community events are exempt from these charges.

v) Christmas Parking

On the basis of a proposal by the Parking Task and Finish Panel, the Authority resolved in February 2011 to provide free parking two weeks prior to Christmas in the Authority's pay and display site. Despite the substantial loss of income to the Authority, this is a popular scheme with strong public support. A number of other local authorities provide similar schemes but only implement free parking after 10am. This is based on anecdotal evidence that permitting free parking encourages greater use by commuters who at other times make use of free parking facilities. This leads to car parks becoming full first in the morning, limiting the availability for shoppers who arrive later. With consideration to increased financial pressures, the Executive is asked to consider future Christmas parking arrangements, with the following

options provided –

Option 1

Provide free parking in the Authority's short term car parks, located in Holyhead, Llangefni and Menai Bridge, one full week prior to Christmas. It would only be permissible to park for free for up to 2 hours in these car parks.

Estimated cost implication to the Service - £3,000.

Option 2

Provide free daily parking after 10am in all pay and display car parks, one full week prior to Christmas.

Estimated cost implications to the Service - £6,750

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

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

CH – Summary
<p>In view of the need to increase revenue, the Environment and Technical Service will continue with the implementation of measures approved by the Executive in February 2011 to introduce additional parking income from existing free parking sites.</p> <p>In accordance with the findings of a Parking Task and Finish Panel, five proposed pay and display sites will be initially offered on lease to community / town councils. Where no agreement is made by the 31 March 2014, the Environment and Technical Service will seek to proceed and instigate legal consultation of establishing these additional pay and display sites. In addition it is also proposed to establish pay and display parking conditions in a further two locations.</p> <p>The Service has continued with the implementation of residents parking schemes which will enable the Authority to improve the management of parking and facilitate local residents to park nearer to their own properties. A further report will be provided to the Portfolio Holder seeking approval of a policy and guidance document together with fees and charges associated with introducing and operating such schemes.</p> <p>Income from pay and display car parks provides a valuable contribution to the services provided by the Authority. Substantial reductions in the budget for 2014/15 will have implications on the degree of services provided with additional income from parking identified as a means of reducing the impact of the budget cuts. Tariff increases have been proposed for the Authority's permanent and seasonal car parks together with the charge raised for parking permits. A number of other charges are raised by the Authority in relation to the use of car parks for a purpose other than</p>

parking, which have been detailed in this report. Finally the report requests the Executive to consider options for the traditional parking concession provided prior to Christmas.

D – Recommendation

That it is resolved to -

- i. Provide the opportunity for community groups to lease and manage car parks originally considered by the Task and Finish Panel as potentially new pay and display sites. Where no agreement is reached by 31 March 2014, approve the County Council's decision to instigate consultation for the introduction of pay and display car parks in the following sites -
 - High Street / Gwelfor Car Park, Cemaes
 - Benllech Square
 - Rhosneigr
 - Porth Swtan / Church Bay
 - Rhoscolyn
- ii. Approve the introduction of pay and display parking conditions in the following locations-
 - Stanley Crescent, Holyhead
 - Station House, Llangefni
- iii. Approve the introduction of restrictions that would continue to provide free parking but limit the maximum duration of parking to 1 hour in the car parks adjacent to the Library / Medical Centre, Benllech.
- iv. Approve the increase in the price of parking as follows, applicable from 1 April 2014.

Permanent Pay and Display Sites

Tariff Band	Tariff
30 minutes	50p
1 hour	80p
2 hours	£1.00
4 hours	£1.50
12 hours	£3.00

Seasonal Pay and Display Sites

Tariff Band	Tariff
4 hours	£3.00
12 hours	£4.00
Vehicle and trailer	£6.00

Parking Season Ticket

Season Ticket Type	Fee
12 months Season Ticket	£150
6 months Season Ticket	£100
12 months Concessionary Season Ticket	£100 for 2014/15 but abolished from April 2015 onwards
12 months Councillor Parking Permit	£150
Re-issue of a season ticket – change of vehicle details (on submission of exiting ticket)	Free
Replacement of lost or missing season ticket	£20

- v. Approval of other fees and charges associated with the possession or partial possession of a car park for a purpose other than for parking being £80-£100 per week for a site requiring 4-6 parking bays, applicable in all parking sites with smaller request charged proportionally. Also the approval that charitable and community events be exempt from these charges.

- vi. Consider and approve the preferred option with regards to the provision of free parking prior to Christmas in car parks where pay and display conditions normally apply.

Name of author of report: Alun Roberts

Job Title: Parking Officer

Date: December 2013

Appendices:
Appendix A – Update on the additional pay and display sites originally considered by the Parking Task and Finish Panel in January 2011.

Background papers
None

Appendix A

Update on the additional Pay and Display site considered by the Task and Finish Panel

In January 2011 a Task and Finish Panel was established to consider parking income proposals including the establishment of new pay and display car parks.

The following is an update of the progress to date of the car parks considered by the Task and Finish Panel –

High Street or Gwelfor Car Park, Cemaes

Resolved	Environment and Technical Service to investigate the legal status of the car park and any possible reason preventing charging for parking on this site. Site to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park based on suitable and agreed terms. Community Council have confirmed their intention to lease the car park and Property Section have prepared a 'Heads of Terms' document for consideration. Draft off-street order made to enable enforcement of any restrictions imposed by the Community Council. Order not confirmed by the Planning and Orders Committee.
Next stage	Awaiting Community Council agreement of the 'Heads of Terms'. Full tenancy agreement to be drafted following initial agreement of terms. Anticipated agreement in place for 1 st April 2014.

Rhosneigr

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park.

Benllech Square

Resolved	Environment and Technical Service to investigate the legal status of current lease agreement with the Community Council. Opportunity given to the Community Council to continue lease based on a review of terms and fees. Should Community Council not wish to continue lease, Authority to instigate legal and consultation process for the introduction of pay and display parking charges.
Current position	Property Section have confirmed lease between the Community Council and the Authority but unable to trace a copy of the agreement. Authority has provided an opportunity for the Community Council to lease the car park based on suitable and agreed terms. Community Council have confirmed their intention to lease the car park and Property Section have prepared a 'Heads of Terms' document for consideration. Draft off-street order made to enable enforcement of any restrictions imposed by the Community Council. Order not confirmed by the Planning and Orders Committee.
Next stage	Awaiting Community Council agreement of the 'Heads of Terms'. Full tenancy agreement to be drafted following initial agreement of terms. Anticipated agreement in place for 1 st April 2014

Porth Swtan / Church Bay

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park. Authority also to consider the need for double yellow lines restrictions on the highway outside the car park in order to reduce the risk of parking displacement.

Rhoscolyn

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Property Section has confirmed that the site is in the ownership of the County Council. Covenant restricting the capacity of the car park to 60. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park.

Stanley Crescent, Holyhead

Resolved	To introduce all day parking charges at a rate of £1.00 per day.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Draft Off-street Order made but not confirmed by the Planning and Orders Committee.
Next state	Off-street Order required in order to impose pay and display charges in the car park.

Station House, Llangefni (small parking area adjacent to old station buildings)

Resolved	To continue with free parking but restrict the maximum duration of stay in this area to 1 hour.
Current position	An off-street order exists for this site but it has previously been agreed not to introduce charges or restrictions without informing the Town Council, Councillors and local residents.
Next stage	Consult with relevant bodies to introduce measures to introduce short-stay pay and display parking up to 2 hours maximum.

Benllech Library / Glanrafon Car Park

Resolved	To introduce limited waiting parking restrictions of 1 hour free.
Current position	Car park opposite proposed medical centre and will be subject to access improvements. No restrictions at present.
Next stage	Consult with relevant bodies to introduce measures to restrict the maximum duration of stay in this car park to 1 hour. Off-street Order required in order to impose and enforce restrictions in this car park.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13th January 2014
Subject	Compulsory Purchase of Lands to undertake highway improvement schemes at Gorad Road, Valley and at Maes Glas, Bethel, Bodorgan.
Portfolio Holder(s)	Ricahrd Dew
Lead Officer(s)	Dewi R Williams
Contact Officer	Dewi R Wiliams
Nature and reason for reporting	
<p>Following lengthy negotiations with landowners at both Gorad Road, Valley and Bethel, Bodorgan agreement has not been reached on a fair price to purchase land to complete highway improvement schemes that are vital to the safety of road users, particularly pedestrians in both instances.</p>	

A – Introduction / Background / Issues
<p>1. At Gorad Road, Valley Welsh Government funding is available, via a Safe Routes in Communities to construct a 105m length of footway along a section of road that is well used by pedestrians at a cost in the region of £45k. There are footways at either end of this section of road, but not along this length, hence forcing pedestrians to walk in the road.</p> <p>Negotiations with the three land owners have been ongoing since 2007, with the two landowners who would lose part of their garden appearing ameanable to sell at an agreed negotiated price. Unfortunately the main landowner refuses to sell a 1 metre wide strip of field at a reasonable price to enabler the works to proceed.</p> <p>Over the years there has been considerable pressure for the implementation of this scheme from the Valley Community Council, our Member of Parliament, our Assembly Member and local County Councillors both past and present.</p> <p>2. At Maes Glas, Bethel, Bodorgan the Maes Glas estate was built in the 1980's, but unfortunately no highway gain was sought to enable the residents and others to walk safely to and from the rest of the village. The scheme would also improve visibility from the accesses to both Maes Meilir and Maes Glas</p>

estates. The proposed scheme, valued at £70k, would provide a 170m long footway from Maes Meilir to the existing footways leading to the remainder of the village. Land is required from four properties, three of which appear to be in agreement to sell part of their gardens to accommodate the scheme at a fair price. The owners of the fourth property has refused on numerous occasions to negotiate a reasonable price for their land.

The scheme is well supported by Malltraeth Ymlaen, Bodorgan Community Council, the local Assembly Member and the local County Councillors and funding will be available from Welsh Government's Safe Routes in the Communities Programme or via their Local Government Borrowing Initiative for 2015/16.

B- Considerations

1. An alternative improvement solution is possible at Gorad Road, in that the footway would be provided on the other side of the road. However, this footway would not connect with the footway to Newlands Park, would require frontages from three properties and would be considerably more expensive (in the region of £20k) since 2 no. electricity posts would have to be moved and the electricity line placed underground.
2. At Bethel there is no other feasible alternative to the proposed scheme.
3. It would not be prudent for the Council to agree to the asking price of the landowners that are reluctant to sell as it will jeopardise all future land negotiations involving the Council.
4. Apart from the recently agreed decision on 2nd December 2013 to proceed with the Compulsory Purchase Order for land at Llanbedrgoch and Llanddona, the Council has not instigated the use of this CPO powers, which has made land purchase negotiations difficult. A willingness to proceed with these CPO's may well assist future similar negotiations.

C – Implications and Impacts

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

CH - Summary

The report seeks to highlight the frustration the service has had over the years in obtaining land for these worthwhile schemes which would greatly benefit both the wellbeing and safety of the local communities of Valley and Bethel.

D - Recommendation

That the Executive authorises relevant officers within the Environment and Technical Service to proceed with the Compulsory Purchase of the land required for the highway improvement schemes at both Gorad Road, Valley and Maes Glas, Bethel.

Name of author of report: Dewi R Williams

Job Title: Head of Service (Environment and Technical)

Date: December 2013

Appendices:**Background papers**

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	January 13, 2014
Subject	Strategic Outline Programme and Modernisation Strategy
Portfolio Holder(s)	Councillor Ieuan Williams
Lead Officer(s)	Programme Manager – School Modernisation
Contact Officer	Programme Manager – School Modernisation
<p>Nature and reason for reporting To gain the approval of the Executive Committee regarding the underlying principles of the School Modernisation strategy and the associated Strategic Outline Programme.</p>	

A – Introduction
<p>School Modernisation Strategy The Modernisation Strategy describes the aspirations of the County Council to provide the very best educational provision for all the children and young people of the island.</p> <p>Strategic Outline Programme [SOP] The SOP is a Welsh Government [WG] document and is the technical term for an outline business case for school infrastructure modernisation and is closely linked to the school modernisation strategy. A template has been provided by WG which must be followed. All local authorities in Wales were requested to submit their SOPs to the Welsh Government in December 2010. However, Anglesey Council’s SOP was criticised in some quarters for not being sufficiently ambitious. Hence, after intervention by WG, the Council is being given a chance to resubmit its SOP. It is an outline of the programme for investment to improve the school estate on Anglesey over a 15 year period. This 15 year period is split into 4 bands:- Band A – 6 years Band B – 3 years Band C – 3 years Band D – 3 years If the SOP is approved WG would agree, in principle, to contribute a maximum of 50% towards each project with the other 50% coming from Anglesey Council.</p> <p>Following approval of the SOP by the Executive the SOP needs to be submitted to WG for scrutiny and discussion by the WG Capital Group in January.</p>

B - Considerations
<p>Anglesey County Council is committed to providing the very best educational provision for all the children and young people of the island. As part of this commitment, the Council recognises that modernising education and ensuring that our school buildings</p>

create an attractive learning environment that motivates children and young people to become effective learners and achieve life skills is a major priority. In this context, the Council wants to modernise our school infrastructure which will

- further improve standards of leadership and the quality of teaching and learning,
- improve educational outcomes for children and young people and break the link between deprivation and low educational attainment, and
- be responsive to our socio-economic and community improvement programme
- and deliver sector leading schools and sector leading standards for every community.

This major modernisation programme, which will involve existing new build plans, merging of existing schools through a combination of school federations and merging on one preferred site, extensive catchment area reorganisation based on the remodelling of existing school buildings or the building of new area schools and the closure of schools that are not fit for purpose will require substantial capital investment. To achieve this, the Council will need to work with Welsh Government [WG] to invest in our school infrastructure and ensure that school buildings are suitable and provide an effective legacy for future generations.

C – Implications and effects		
1	Finance / Section 151	
2	Legal/Monitoring Officer	
3	Human Resources	
4	The Property Service	The Property Service has been working with Education Service to review requirements for various buildings together with the provision of cost estimates and to assist in determining options, including potential programmes for the disposal of surplus property in due course.
5	Information and Communication Technology (ICT)	
6	Equality	
7	Anti-poverty and Social	
8	Communication	
9	Consultation	
10	Economic	
11	Environmental	
12	Crime and Disorder	

C – Implications and effects	
13	Outcome Agreements

CH - Summary

2. Drivers for Change and Modernisation

2.1 Ensuring that school buildings create an attractive learning environment

Improving the quality of school buildings and ensuring the very best learning environments [that reflect those in our more recent school build – Ysgol y Graig – which will be used as a benchmark] for our children is of paramount importance to meet the needs of learning and teaching in the 21st century. Estyn note that “Improvements in the quality of buildings have a very beneficial effect on the quality of teaching and morale of staff which has a positive effect on pupil performance.”

The Council is committed to ensuring that school buildings will meet twenty-first century expectations, are fit for purpose, in the correct location, meet learners’ needs and are a resource that communities can use.

An examination of the Council’s Authority’s portfolio of school buildings [backlog of £7.5million maintenance in primary schools and £5.2m in secondary schools] indicates that there are serious shortcomings in the suitability of a number of current sites and buildings, including pressing health and safety issues that question the long term viability of some of our existing primary schools.

The need to maintain a large number of ageing school buildings and the supporting infrastructure is unsustainable. The Council needs to establish a long term and sustainable basis for schools on the island.

2.2 Raising educational standards

The Council is committed to raising standards significantly if we are to reach our goal of being in the top 5 LAs in Wales.

Schools and the Council are working effectively in partnership to improve outcomes. In order to continue to progress, we need to:

- Ensure all school leaders have high expectations and a clear focus on improving teaching, learning, and attainment.
- Ensure that all resources available to schools are focused on improving outcomes for children and young people in a context of annual budget pressures.
- Implement an agreed consistent approach to the collection, analysis and use of information i.e. knowing where every child is in terms of their learning.
- Use consistent and effective tracking systems so that support and intervention is effective.
- Continuing commitment to the professional development of school staff.

Current research suggests that it is difficult to correlate standards with school size. However, experience suggests that in larger primary schools it is possible for;

- leadership teams to have greater capacity to bring about improvement;
- teachers to develop expertise in specific areas which can then have a positive effect on standards;
- pupils of the same age to work together on specific tasks which can raise

- individual pupil performance;
- teachers to work together and share good practice which can then have a positive effect on the quality of teaching;

All of the above can make an important contribution to raising standards.

In a small primary school it is possible for a pupil to be taught by a very effective teacher for two or three years which has a positive effect on standards. It is also possible for the converse to be true which has a detrimental effect on standards. The school modernisation strategy will create the conditions for Headteachers, teachers and pupils to succeed.

2.3 Creating the conditions for Headteachers to succeed – increasing Leadership and management capacity

Effective schools are well led. We know that our successful schools have strong leadership at all levels including governors.

The challenges associated with leading and managing a school have increased substantially during recent years and the expectations are continuing to increase. The leadership expectations on Headteachers in ensuring teaching and learning is of the highest quality, evaluating and raising standards, developing robust self-evaluation procedures and ensuring the continuous professional development of staff, are substantial.

Headteachers need adequate non-contact time to address leadership and management responsibilities. Schools need to be restructured so that they are large enough for each school or federation of schools to have one substantive non-teaching headteacher. This would give the headteacher the necessary time to undertake the key leadership role within the school or federation.

2.4 Ensuring sufficient Headteachers for the future

In the next five years it is likely that nearly 50% of our headteachers will be retiring. As many of these Headteachers are leading small schools, the Council needs to consider the most effective and sustainable leadership models for the future.

The number of applicants for headship posts is declining and a cause of some concern. One of the underlying reasons for this is the fact that there is no deputy headship post in a substantial number of schools. As a result, the authority is currently facing recruitment challenges for headteacher posts and is likely to do so in the future. The school modernisation programme needs to address this by ensuring suitable leadership development opportunities in individual schools.

We need outstanding leaders for our schools to ensure every pupil has the best opportunity to succeed. The modernisation programme will address succession planning issues and secure the leadership talent that we have in our schools.

2.5 Reducing the number of surplus places and the variation in cost per head

Declining pupil numbers on Anglesey has led to an increase in the number of surplus places within primary and secondary schools – around 22% in both primary and secondary schools in comparison with WG's target of no more than 10% surplus places. The Council therefore needs to reduce the number of surplus places in order to not only respond to WG expectations but to also address one of Estyn's recommendations, namely to reduce surplus places.

The current consultation exercise underway in the primary sector has been undertaken to address surplus places in specific areas; the modernisation strategy will need to give priority to areas where the % of surplus places is highest.

The Council's expenditure on primary schools in 2012-13 [£5282/pupil] is the highest in Wales whilst the corresponding figure for the secondary sector [£5113/pupil] is 6 out of 22. This reinforces the argument that the primary sector should be given priority in the modernisation programme.

The cost per pupil for individual schools varies substantially across individual schools from £2,842 to £10,188 in primary schools and £3,918 to £4,313 in secondary schools. The modernisation programme will aim to normalise the cost per pupil across the authority and align it with the average for Wales.

2.6 Maximising the use of the school building by the community

Research suggests that schools with additional provisions such as breakfast clubs, after-school clubs, child-minding provision, summer and weekend activities achieve higher standards and secure parental and community engagement. Schools are also expected to be a resource for the local community in order to promote community activities that include parents, members of the community and local groups. This type of activity is important in relation to developing the link between schools and the local community.

Schools developed as part of the modernisation programme will need to address the definition of an area school – an area school provides a range of services and activities often beyond the school day, to help satisfy the needs of pupils, their families and the wider community.

Area reviews will consider the use made of the school's buildings by the community and the school's wider effect in the community. However, the main consideration of any such review will be the effect on the standard of education and lifelong learning opportunities to be provided in the area.

2.7 Welsh medium and bilingual provision

The modernisation agenda will give priority to strengthening and safeguarding Welsh / bilingualism.

2.8 Nursery provision

Currently, 39 schools have a nursery class; in the case of the 9 other schools the pupils attend nearby settings until they receive full-time admission to the school [9 Mudiad / nursery settings and 2 WPPA settings].

As part of the modernisation agenda, the Authority will need to give due consideration to changing schools' admission age to admit pupils at the beginning of the term following their 3rd birthday. This would enable children to access 5 terms of part-time education before starting full-time in the September following their 4th birthday.

2.9 Post 16 provision

For the immediate future, the Council has entered into a post-16 Learning Partnership with Gwynedd and Grwp Llandrillo-Menai. The Learning Partnership will assume responsibility for commissioning post-16 provision to meet the demands of a locally agreed curriculum for education and training. The college, schools and respective LAs are aware that this model will need to succeed or other possibilities [e.g. rationalising

post-16 provision] will need to be developed – all parties are aware of the importance of this initiative.

3.0 Models for primary and secondary school modernisation

The key underlying principle driving the school modernisation agenda is for Anglesey to be a top performing LA in Wales with sector leading schools and provision. It is therefore vital that any change to school provision will result in improved educational experience for pupils within that area.

The modernisation agenda programme will involve

- existing new build plans;
- merging of existing schools through a combination of school federations and merging on one preferred site;
- catchment area boundary reviews and amendments;
- building new area schools;
- co-locating primary and secondary schools on the same campus [or close together] as the first stage in the move to 3-18 catchment area provision;
- closure of schools that are not fit for purpose.

The options outlined are listed below,

- Option 1 Continue to deliver education in all the current primary schools – no change
- Option 1a Continue to deliver education in all the current secondary schools – no change
- Option 2 Modernise the primary school estate only
- Option 2a Modernise the primary school estate and remodel secondary schools, co-locating primary school(s) on the same campus where possible
- Option 2b Modernise the primary school estate, remodel secondary schools, closing one school.
- Option 2c Modernise the primary school estate, remodel secondary schools by forming federations.
- Option 3 A further development of option 2a by establishing one multi-site 3-18 school in each catchment area under the leadership of one Executive Headteacher in the ‘central hub’ with supporting Headteachers in ‘satellite’ locations.

Each of the above has a post-16 option – with or without post-16 provision..

A detailed options analysis, matched to the Drivers for Change and Modernisation, shows that options 2a [Modernise the primary school estate and remodel secondary schools, co-locating primary school(s) on the same campus where possible] and option 3 [A further development of option 2a by establishing one multi-site 3-18 school in each catchment area under the leadership of one Executive Headteacher in the ‘central hub’ with supporting Headteachers in ‘satellite’ locations] are the optimum solution for the Council. In this context, option 2a needs to be seen as the pre-cursor to moving to option 3.

4.0 Desired Outcomes

The following principles and desired outcomes will underpin the school modernisation agenda.

- Develop a secure learning journey for all our children and young people from 3-19,

- ensuring that transition points are managed with the needs of the pupil in mind.
- All pupils are given the opportunity to attend their nearest appropriate school where they can access the full range of facilities.
- All children have access to suitable facilities that allow the delivery of a full range of educational experiences – to include high quality teaching and learning facilities, suitable play areas, appropriate staff and administration areas, security of school buildings, high quality ICT facilities.
- Reducing the number of unfilled places in our schools in accord with WG guidelines – individual schools to have more than 85% of their places filled and 90% of places filled across the primary and secondary sector as a whole.
- Consider the long term viability of schools where the number of pupils is 75 or less.
- Supporting the development of leadership skills within and across schools in order to develop a self-improving system where there is a shared commitment to excellence.
- The removal of mixed key stage classes, and a reduction in the number of classes with more than 2 age groups.
- The intention to co-locate primary and secondary schools and leisure facilities on the same campus.

5.0 Implementation timescale

Following adoption of the Strategy by the Executive Committee, formal consultation meetings will be undertaken within an area for review will take place to present the rationale and consider possible options. These formal consultation meetings will be staggered over a 3-year period.

Band A Consultation 2013-14 Implementation 2014-18	Band B Consultation 2014-15 Implementation d 2018-22	Band C Consultation 2015-16 Implementation 2022-	Band D Consultation 2016-17 Implementation period 2022-
Holy Island [North] Y Parc, Parchedig Thomas Ellis, Llaingoch	North East area Amlwch, Penysarn, Carreglefn, Llanfechell, Cemaes, Rhosybol	Llangefni area Y Graig, Talwrn, Corn Hir, Bodffordd, Henblas, Esgeifiog	Holy Island [South] Kingsland, Morswyn, Llanfawr, Santes Fair
South East Anglesey Llangoed, Llanddona, Beaumaris	Central West Bryngwran, Y Ffridd, Pencarnisiog, Rhosneigr	North West coast Rhoscolyn, Fali, Tywyn, Bodedern, Caergeiliog	East Coast Llanbedrgoch, Goronwy Owen, Moelfre, Pentraeth
Llannau Llanfachraeth, Ffrwd Win, Cylch y Garn.	Central North West Llannerchymedd	South East coast Llanfairpwll, Llandegfan, Porthaethwy	
South West Coast Dwyran, Bodorgan, Niwbwrch, Llangaffo, Brynsiencyn, Parc y Bont			

The responses from each formal consultation meeting will be presented to the Executive Committee who will then decide on the option to progress and implement for an area/individual school.

The Council will be consulting with parents, school governors and staff and other relevant stakeholders.

6.0 Outline cost of the Programme

The overall cost of the programme has been estimated to be £173,280,000 and the Council would be seeking £86,640,000 match funding from the Welsh Government. Of this, £33,550,000 will be spent on the projects outlined for 'Band A' of the programme.

The Authority will utilise capital receipts from its asset rationalisation programme to meet part of its matched contribution. There is no immediate expectation that any significant additional funding source will be available, but opportunities to identify and secure such

funding will be actively sought in line with asset rationalisation. There will be a number of major developments taking place on the island over the next years such as the Energy Island Programme, and the possibility of securing funding related to one or more of these is something that will be looked at closely.

The Council's Section 151 officer has confirmed that the level of unsupported borrowing required for the completion of Band A is affordable. The principal risk is the possible non-realisation of capital receipts, but it is anticipated that any shortfall can be made good by use of the remaining headroom for prudential borrowing and by careful management of the rest of the Authority's Capital Programme. In addition, the Executive will continue to maintain an overview of the general affordability through the expectation to approve the detailed business case for each individual project.

Beyond the timeframe for Band A matters must inevitably be less certain, especially given the increasingly gloomy outlook for public expenditure, but at present there is no reason to suggest that the proposed funding profile cannot be sustained at least through to 2023 (i.e. part way through Band C). Beyond this, the lengthy timescales and the number of variable factors involved must inevitably mean that continued affordability will have to be reviewed as the Programme progresses.

D -Recommendation

The Executive Committee is asked to

- i. adopt the underlying principles of the Modernisation Strategy;
- ii. approve the submission of the SOP to Welsh Government;
- iii. authorise the Portfolio Leader for Lifelong Learning to develop a communication strategy to be implemented on approval of the SOP by Welsh Government.

Name of the report's author
Post title
Date

Emrys Bebb
Programme Manager –School Modernisation
November 29 2013

Appendices:

Background papers

AGENDA ITEM NO.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13 January, 2014
Subject	Annual Council Reporting Framework (ARCF) Local Authority Social Services Inspection Evaluation and Review
Portfolio Holder(s)	Councillor Kenneth Hughes
Lead Officer(s)	Gwen Carrington, Director of Community
Contact Officer	Gwen Carrington, Director of Community
Nature and reason for reporting	
<p>To formally accept the letter and views expressed by the inspectorate with reference to the performance of the Social Services functions within the Isle of Anglesey County Council for 2012/13</p>	

A – Introduction / Background / Issues

The Annual Council Reporting Framework is an agreed framework within Wales in order to evaluate, in public and transparent manner, the performance of the Social Services functions within each Local Authority.

B - Considerations

CSSIW makes reference to the ongoing potential risks identified by the inspectorate.

Whilst no specific additional inspections have been identified for the Isle of Anglesey for this financial year key areas of interest are noted for ongoing monitoring and engagement. It has been agreed that the inspectorate will shadow progress with the Adult Social Care Transformation programme as part of its engagement programme.

Work is ongoing in response to the letter received within this framework and in preparation for the presentation of the report for the current financial year.

It is clear when considering the key messages from the letter that it is essential for progress to be maintained. This requires a continued focus on delivering safe and effective services whilst progressing the required change agenda arising from the transformation programme and financial imperatives facing the Authority.

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

CH - Summary

The letter sent by CSSIW follows the presentation of the Annual Report by the Director of Social Services in July on performance for 2012/13. The observations and comments made by CSSIW are based on this overarching report, accompanying evidence grids and the information collated during inspections and contact with the service and authority. The letter is presented independently of the Authority and has been validated following consideration of the delivery of Social Services functions across Wales.

The actions and requirements arising from the letter have been incorporated within the business processes and priority programmes within the Council's Transformation Programme and the individual service business plans.

It is clear when considering the key messages from the letter that it is essential for progress to be maintained. This requires a continued focus on delivering safe and effective services whilst progressing the required change agenda arising from the transformation programme and financial imperatives facing the Authority.

D - Recommendation

Members are asked to accept the letter with the opportunity to request any additional clarification on its content.

Name of author of report: Gwen Carrington
Job Title: Director of Community
Date: 6 January, 2014

Appendices:

Background papers

CYNGOR SIR YNYS MÔN	
COMMITTEE:	Executive Committee
DATE:	13 January, 2014
TITLE OF REPORT:	Annual Council Reporting Framework (ARCF) Local Authority Social Services Inspection Evaluation and Review
PURPOSE OF REPORT:	To formally accept the letter and views expressed by the inspectorate with reference to the performance of the Social Services functions within the Isle of Anglesey County Council for 2012/13.
REPORT BY:	DIRECTOR OF COMMUNITY

1.0 Context

1.1 The Annual Council Reporting Framework is an agreed framework within Wales in order to evaluate, in public and transparent manner, the performance of the Social Services functions within each Local Authority.

2.0 Reporting within the Isle of Anglesey C.C. 2012/13:

2.1 The letter sent by CSSIW (Care Social Services Inspectorate Wales) (Appendix 1) follows the presentation of the Annual Report by the Director of Social Services in July on performance for 2012/13. The observations and comments made by CSSIW are based on this overarching report, accompanying evidence grids and the information collated during inspections and contact with the service and authority. The letter is presented independently of the Authority and has been validated following consideration of the delivery of Social Services functions across Wales.

2.2 There is much to commend in the letter especially when considering Children's Services, where reference is made to the "excellent progress in many areas of improvement" evidenced during 2012/13. The letter also recognises the challenges associated with the required transformational change within Adult Social Care.

2.3 The actions and requirements arising from the letter have been incorporated within the business processes and priority programmes within the Council's Transformation Programme and the individual service business plans.

3.0 CSSIW's work programme with the Isle of Anglesey C.C. for 2013/14:

- 3.1 CSSIW makes reference to the ongoing potential risks identified by the inspectorate.
- 3.2 Whilst no specific additional inspections have been identified for the Isle of Anglesey for this financial year key areas of interest are noted for ongoing monitoring and engagement. It has been agreed that the inspectorate will shadow progress with the Adult Social Care Transformation programme as part of its engagement programme.
- 3.3 Work is ongoing in response to the letter received within this framework and in preparation for the presentation of the report for the current financial year.
- 3.4 It is clear when considering the key messages from the letter that it is essential for progress to be maintained. This requires a continued focus on delivering safe and effective services whilst progressing the required change agenda arising from the transformation programme and financial imperatives facing the Authority.

4.0 Recommendation:

- R1.** Members are asked to accept the letter with the opportunity to request any additional clarification on its content.



Annual Review and Evaluation of Performance 2012/2013

Local Authority Name: Isle of Anglesey County Council

This report sets out the key areas of progress and in the Isle of Anglesey County Council Social Services Department for the year 2012/13 and areas for future improvement

Summary

The permanent appointment of the statutory director was made in September 2012. This has brought stability. There has been continued corporate determination to improve social services and particularly in relation to children.

Adults

There have been efforts to transform adult services and put in place a plan for modernisation, especially in relation to outsourcing the council's residential provision. This faced public opposition and the council has had to take care to explain its plans and consult local people. The council has learnt the need to manage the risks associated with change and to take people with it in order to implement transformation.

Children

Children's services have produced sustained and significant improvement, and this is evidenced in the performance indicators. These are now generally in line with or exceed those of other councils.

There is a need to further develop and modernise children's services especially in relation to disabled children.

The director's report provides an accessible overview of performance within a well presented and a structured document. It does not fully reflect what has been achieved against last year's plans and identifying future risks. The director's report

was considered by the improvement and sustainability board 27 June 2013 and by the council in an extraordinary meeting on the 15 July 2013.

CSSIW has identified the following potential risks:

- Timely, safe implementation of improvement programmes in the face of services becoming destabilised.
- Maintaining an effective workforce in children's services.
- Continuing ability to influence locality-focused strategic planning with the Betsi Cadwaladr University Health Board.
- Increasing financial pressure across both health and social care. Projected savings which do not appear to have a foundation and a lack of appreciation of associated risks.

Response to last year's areas of development

The council has made excellent progress in many of the areas of improvement in children's services. The services for disabled children and their families, and the range of services available remain areas for development.

There has been a delay in the modernisation of adult services and this remains an area for development. The council has now improved its plans and has invested in more capacity to deliver modernisation.

Limited progress has been made in developing the council website to inform citizens about social services in Anglesey.

A quality assurance framework has developed corporately and this now needs to be embedded within social services.

There has been an improvement in the stability of the workforce in children's services, however, some issues such as social work pay have not been completed.

Good practice identified:

- There is continued development of multi-disciplinary community based health and social care services.
- The Age Well service run by older people has recently achieved charitable status.

Visits and inspections undertaken during the year

CSSIW completed its programme of inspections of regulated services in Anglesey and there were routine engagement meetings with senior officers of the council. There was no other specific inspection activity in 2012/13.

Areas for follow up by CSSIW next year

A number of specific areas for improvement have been identified in the body of this report. The council's progress in relation to these will be discussed with the council during the regular engagement meetings during the coming year.

- Partnership with the Betsi Cadwaladr University Health Board.
- The management and progress of the modernisation of older people's services.
- The review and development of learning disability services.
- Workforce planning, wellbeing and support.
- The range of children's services including services for disabled children.
- Financial planning and risk management.
- Effectiveness of scrutiny.
- National thematic inspection of looked after children.
- National thematic review of commissioning of social care for older people.

PERFORMANCE

Shaping services:

Adults

Last year it was noted that the council had plans for adult services and urgently needed to move forward with implementation and service delivery. It was expected that the whole planning process should be completed by April 2013. The ability of the council to achieve progress has been limited by the public response to the plans and the need for the council to engage with local people to explain the reasons behind its plans and secure their involvement.

The council has advanced its strategy for modernising adult services based on the need to be prudent and have services which are cost effective, sustainable, and fit for purpose. The council anticipates that the shift it is hoping to make from dependence on residential care to the use of community based provision will take place over the next five years. It plans to establish further extra care housing facilities, and specialist dementia services which will provide a base for 24 hour community support services.

In modernising services the council is planning to embrace equality and diversity issues undertaking an equality analysis and impact assessments.

The council has learnt from its experiences in 2012/13 when it faced public opposition to the closure of a local care home and plans to consult widely and secure political support for each work stream of its programme by March 2014.

Current resources are committed to sustaining residential care homes and so the council is unable to develop the range of community services which are, and will

be, needed until it has achieved political agreement. This process is clearly delaying the modernisation of adult services. It is also difficult to negotiate with external providers and begin to develop appropriate contracting and commissioning systems.

The council is aware of the risks associated with the modernisation of adult services and the increasing budget pressures which will result. Adult services already face financial pressures in the provision of long-term nursing care and an overspend in mental health services. Delay in transforming services is causing instability in services which currently exist, with staff leaving and difficulties in engaging replacement staff.

The council is also planning a comprehensive review of Learning Disability Services in 2013/14 and has established a team to undertake this work.

The council has, however, made improvements within the existing services. In 2012/13 the council modernised its services by reducing its use of traditional day centres and provision of meals for adults in their homes. The council has supported the development of the Age Well service and the growth in independently provided domiciliary care services.

The council has a range of engagement activities. Mental health service users are trained and mentored to participate in meetings and recruitment processes. People with learning difficulties are consulted through national organisations, self-advocacy groups and a forum. The council is working with stakeholders and with the health and wellbeing board in planning future services.

Children

Children's services have improved and sustained their performance, and now need to improve the quality and range of their services which are available. In 2013/14 the council says it will review and modernise the service, and its management and operation of the front line and back office functions.

The council has started to review the service provision, and is focusing on improving the journey of a child through the service from initial referral, through assessment and consequent action. The approach aims to give the council a clear understanding of the quality of the service from the child's perspective. The council anticipates that there will be significant redesign required to achieve efficiencies and better outcomes for children and families.

The council is facing fewer placement choices for looked after children and the limited choice affects the quality of care being provided. There have been increased costs in placements for looked after children following the reduction in numbers of foster carers, closure of the residential services, and increases in cost of private fostering agencies. Specialised placements including those for disabled

children are particularly costly. In an attempt to reduce these costs, the council is investing to save money and improve the quality of care employing a recruiting officer to increase the number of new foster carers. However, the fostering service failed to deliver increased number of foster carers in 2012/13.

The council has assessed the housing need for young people and will take steps to increase the range of accommodation and tenancy support options for vulnerable young people in 2013/14.

The council says it has led the development of the integrated family support service for Gwynedd and Anglesey, and in 2013/14 the service will improve the quality of life and life chances of vulnerable families through an integrated multi-agency approach.

Children's services have been working closely with the team around the family service and this now provides a step down service for families who have received support from social services.

Areas of progress

- Clearer vision and plans for adult's services.

Areas for improvement

- Taking forward the plan to modernise adult services, managing and mitigating the associated risks.
- The council needs implement its review and then begin to remodel children's services.
- Increase the number and range of foster carers available.

Getting help:

Adults

The council provides effective support to people discharged from hospital and reports good performance in managing the discharge of patients from hospital despite difficulties faced by the hospital social work service in 2012/13. The council's performance, however, was not as good as it was last year but is still much better than the average performance in Wales. In 2013/14 the council is planning to review the hospital social work arrangements with Gwynedd Council and the health board. Conwy social services pulled out of the joint service earlier in the year. The council reports that the financial pressures in the health board are putting additional pressures on the discharge processes.

The council has accessible, integrated care pathways. The council and health services have joint points of access, one for mental health services and one for the

other adult services. The timely allocation of referrals to social workers has further improved in 2012-13.

The council has a prevention strategy and provides information to enable people to access community resources, information and support without needing to formally access the service unless they have severe needs or there are safeguarding issues. The council's upgraded website became operational in July 2012 and a project has been begun within adult services to decide how best to use the new facility. The council is reviewing its publicly available leaflets and has a wide selection of leaflets describing its services.

The council is providing help to promote independence through shorter more focused interventions. At the end of the year, the number of adults over 65 years of age supported in the community was considerably less than last year although more people were supported in the community *during* the year. This indicates people not developing long-term dependency on services. There was increased use of reablement and the service reported positive feedback from those who used the service. The council's use of its reablement service resulted in people having lower level homecare packages and being supported for a shorter periods before living independently.

The council identified fewer people who required a formal care plan during the year and reviewed fewer care plans. This is an area that CSSIW will follow up with the council to consider thresholds and to ensure people who need help are able to access it.

Indeed, there are indications that the council is reducing its support to adults and the council is reporting that the use of tighter eligibility criteria resulted in less community care packages and increased signposting to the independent/voluntary sector.

The council aims to assist carers to manage their caring role and help them to have a meaningful life outside of caring. Figures indicate though that the council identified fewer carers, offered fewer assessments and provided fewer carers with a service in 2012/13 than they did the previous year.

The adult risk register does not include the risks in failing to care for those who do not meet the council's tighter eligibility. These appear not to have been identified and evaluated, and this is an area CSSIW will follow up during the year.

There is progress in operational work with the health board in developing the joint mental health service. However, there are practice issues, financial arrangements and issues with information technology that will need resolving and agreement. Confirming these arrangements and establishing a management structure are priorities for the service in 2013/14. The service has also been reviewing its

arrangements to assess the Deprivation of Liberty Safeguards (DoLS) and mental capacity and this will remain a priority across adult services.

Children

The council provides a range of leaflets relating to children's services and last year identified the need to improve these, and update the information on the council website. The service recognises the need to develop the website further and is planning work in 2013/14 in this area.

In 2011 the council commissioned an Independent Support Team (IST) to support the improvement in children's services. In October 2012 the IST found that the quality of assessments had improved, although this improvement was inconsistent and reflected the skills and experience of individual social workers rather than a comprehensive and managed improvement across the service.

The council's performance shows a year-on-year improvement in the indicators in relation to assessment in children's services. The council says that this is the result of increased management attention, social work training and resources including increasing the number of staff within the front line team. Improved processes have resulted in reduced bureaucracy and better use of electronic recording systems.

The number of looked after children is in line with similar councils. The council has significantly improved its performance in completing the assessment and review documentation. All looked after children have a personal education plan and there is continuing improvement in conducting reviews within timescales. All eligible former looked after children have an allocated personal advisor and all those young people aged 19 are in contact with the council and have suitable accommodation arrangements.

The council has made improvements in its arrangements for safeguarding children and reviews almost all child protection plans within the necessary time-scale. It has also made significant progress with the timeliness of initial child protection conferences. The council identified that it needed to improve its arrangements to convene core groups within timescales.

The council has, however, identified that it could and should increase user engagement and improve the participation of children and young people in the safeguarding process.

Areas of progress

- Timely assessment and care management in children's services.

Areas for improvement

- Developing the use of the website.
- Establishing a good range of community based children and family support services.
- Evaluating the impact of signposting people to community based services.

The services provided:

Adults

The council has an effective multi-agency structure to support older people. There is a strong multi-disciplinary community based delivery model for health and social care assessment and care management. The intermediate care services delivered in partnership with the local health board continues to develop. Enhanced care services have been jointly developed with the health board for episodes of acute medical crisis and this service aims to reduce hospital admissions, lengths of hospital stay, and help people to stay at home. The service started in May 2012 and has worked with approximately 250 people to date.

The council's adult care homes have introduced dignity in care champions and self-assessments for staff to complete. The council reports that management has been improved through the introduction of an electronic monitoring system. The adult residential care services are in a vulnerable position due to the delay in the council making decisions regarding the future of its care homes. It is now experiencing difficulty in recruiting staff and managers, and there is a lack of investment in the environment. It is of significant concern that the quality of life of the residents is likely to deteriorate if this situation continues.

There are a range of established services providing good quality care including reablement and Age Well services. The Age Well services provide good preventative support for over 500 people on the island, and the service is being extended to Menai Bridge. The service has won a Care Council accolade for being a citizen led service and is run by older people. It has recently achieved charitable status.

There has been a continued increase in the use of direct payments albeit from a low base level.

The council has promoted independence for many years by supporting individuals with learning difficulties to live in their own tenancies supported by user assistive technologies. The number of people living in care homes has therefore fallen with a corresponding rise in the number living independently and using assistive technology.

In October 2012 Tai Eryri opened its first extra care housing facility in Holyhead and this service provides accommodation for 59 service users. Specialist dementia services are based in one of the council's care homes and this service provides specialist day facilities supported by community psychiatric nurses and a 24 hour outreach crisis support service for informal carers.

Children

The council has been slow to deliver improvements in the services provided to looked after and disabled children.

Last year the council identified concerns regarding the assessment, care management and safeguarding within the children with disabilities service. The council has undertaken a review and identified a plan to improve the service. This has been the focus of management attention within the service and in October 2012 the IST identified that that progress had been slower in this part of the service. In January, the council identified this as the most vulnerable part of the service and the council has subsequently revised its plan for the service, and have now appointed a service manager specifically for this service. This service needs continued support and management attention.

The council has some local initiatives to support children and families but these are limited. Providing specialised services is a challenge for children's services.

The council has identified that it must increase the number of foster carers it recruits. The CSSIW fostering inspection found that the service needs to demonstrate that it consults with children and listens to and acts on their views. Foster carers unanimously cited staff absences within the fostering team as having a negative impact on the service; they also confirmed that the quality of care would be improved if they had better information regarding the children they cared for.

Areas of progress

- There is continued incremental development of multi-disciplinary community based health and social care services.
- The Age Well service run by older people has recently achieved charitable status.

Areas for improvement

- Improvement in the range of services for children with disabilities and placement choice for looked after children.
- The performance of the fostering service in recruiting and supporting carers.

Effect on people's lives:

Adults

CSSIW found that the council has very effective arrangements in place for the protection of vulnerable adults. There is good, consistent chairing of conferences and effective arrangements for the protection of vulnerable adults meetings, good working relationships with partners and that good action plans follow. The escalating concerns processes are managed through the same officer and this provides the benefit of effective sharing information between the processes. The council commissioned an independent audit by the social services improvement agency of local adult protection arrangements. It found that the service has successfully embedded a positive culture of safeguarding adults and has created a co-operative positive approach to responding to alerts and referrals.

The council has worked with Gwynedd Council in reviewing its arrangements regarding POVA and is developing a joint North West adult safeguarding board. This board has been systematically establishing its role whilst responding to strategic safeguarding issues that require attention. The performance information shows that the risk in adult protection cases was managed in all but one case.

In 2012/13 five assessments were undertaken with regard to DoLS and one authorisation was issued. The numbers are low and this causes concern that the appropriate assessments are not being made and that the safeguards are potentially not being implemented.

The council was proactive in seeking to learn the lessons following the closure of an independently operated care home on the island. The council commissioned an independent review and multi-agency dissemination of the learning from this, and the process refreshed relationships and clarified the understanding of roles and responsibilities and identified improvements for future joint working.

Children

Estyn undertook an inspection regarding the quality of the council education services for children and young people which was published in May 2012. The inspection found that the council had appropriate safeguarding policies, which appropriately reflected the relevant procedures and confirmed the council had taken steps to monitor the safe recruitment of staff and governors. In addition, the inspection identified the council was working on a corporate safeguarding policy and formalising wider arrangements for safeguarding within the lifelong learning department. The council had plans to put a new system in place to collect and analyse safeguarding information from schools.

The education department identified that more needs to be done with social services to improve attendance of children at school.

There has been an increase in the numbers of children on the child protection register in Anglesey. The council has noted this change and the Local Children's Safeguarding Board commissioned an independent evaluation of the registrations. This will allow the council to take any action that is needed regarding its thresholds and any other emerging issues.

The council says that there has been a higher demand on the looked after service with a large proportion now going through to care proceedings. There has been an improvement in the stability of placements for looked after children over the year.

Areas of progress

- Effective adult safeguarding arrangements.

Areas for development

- Review the application of DoLS thresholds.

CAPACTIY

Delivering Social Services:

The council needs to embed its quality assurance system in day-to-day practice and work has been undertaken corporately, and also within the services, to embed a quality assurance framework. In October 2012 the IST identified that a quality assurance framework setting out the components of a comprehensive system has been developed for children's services. The framework needed to be implemented ensuring this becomes a part of normal business making best use of the independent reviewing officer, child protection co-ordinator and corporate parenting panel. The adult services plan will publish the final version of its quality assurance and performance management framework in 2013/14.

The management of personal information is an area that the council has identified as a risk and a priority for action. The service has been proactive in raising issues with the inspectorate of incidents of data loss and the council has improved its processes of managing historical files, e-mails, policy and corporate ownership.

The service has undertaken work in improving its workforce. However, it is uncertain whether there is sufficient support and capacity to deliver an adequate and effective workforce.

The council considers it has secured adequate capacity and skills to implement its transformation. This was an area for improvement in last year's report and the council have now appointed an officer to manage this work.

Adult services have been seeking to recruit a manager for quality assurance but, to date, has been unable to recruit to the post. The council also needs to increase capacity to undertake its contract compliance work as it is unable to assure that the care provided meets the required quality.

There are relatively low numbers of social workers delivering adult social services in the council compared to similar authorities. Adult services report that they have an experienced, stable workforce with good multi-disciplinary working.

Within children's services the council recruited 12 new social workers in the autumn of 2012 and has appointed two senior practitioners to mentor and coach the new staff. This has halved the use of agency staff. The new staff received a well planned induction programme and the council aims to protect and support the development of the new staff to achieve a stable long-term workforce. The two senior practitioners will assist in this work.

Staffing was identified as an area for improvement in last year's report. In October 2012 the IST identified that a comprehensive recruitment and retention strategy for social services needed to be finalised and implemented as a matter of urgency. The IST provided the council with the main elements that needed to be included in such a strategy. The council has not made progress on some of the components, such as competitive package of terms and conditions. The council has been undertaking a corporate restructure at the head of service level and initiatives such as ongoing training and professional development opportunities have been developed.

There remains, however, problems with recruiting to key posts, staff retention and the resulting financial pressures from the use of agency staff. The council is aware that failure to address these issues is likely to cause failures in performance, a reduction in quality and result in staff leaving. This is a cycle seen in the past, and elsewhere, and represents a significant risk for the council.

The council is planning to spend less each year on children's services. This is in the context of an upward trend in the looked after population over the past few years and increased rates of children on the child protection register. How it will reconcile this is not determined.

The financial data shows that the council spends less on older people's services than all but one council in Wales and adult services continued to deliver a reduction in adult expenditure savings of £994,000 in 2012/13. The council's target is for a further £640,000 in 2013/14.

Areas of progress

- Adult services capacity to modernise.

Areas for improvement

- Embed the quality assurance system.
- Capacity for contract monitoring.
- Putting in place a clear strategy of sustaining the children's workforce.
- Clear financial planning which identifies how savings will be achieved and how risks will be mitigated.

Providing direction:

The council has a newly formed corporate executive team and the statutory director of social services joined the team as the director of community in September 2012. The council is restructuring at the head of service level and there will be a head of adult services and a head of children's services.

During 2012/13 the council established effective processes ensuring corporate oversight of the services.

The council had previously identified the need to ensure corporate oversight of performance in all aspects of children's services. During 2012/13 children's services made monthly reports to the improvement and sustainability board that consisted of the commissioners, executive members and councillors. The election of council members was held in May 2013. The new scrutiny committee needs to continue and develop the oversight of social services.

There is evidence that the corporate improvement agenda is working in parallel with the service improvement agenda - the risk log, performance management, quality assurance processes, and corporate safeguarding policy. These developments should assist in improving performance.

The council has made suitable arrangements to manage the change programme and the council has established the older people's transformation programme board chaired by the corporate director of community. The board includes partners and is responsible for the safe delivery of the change programme. It will be a priority to ensure appropriate consultation and involvement of stakeholders.

There remain significant risks associated with the planned transformation of services and the financial targets. The council has been developing its corporate risk management processes which may assist in the management of these issues. The transformation of service, financial savings, reduction in service and tighter eligibility criteria present risks to the quality of care. The risk that there may be failures in care resulting from these changes does not feature as an explicit registered risk.

Areas of progress

- Corporate oversight arrangements.

Areas for improvement

- Safely implementing change programmes.
- Development of effective scrutiny with new members.

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13 January, 2014
Subject	Establishing an Integrated Delivery Board with Betsi Cadwaldr Universtiy Health Board and Public Health Wales for social care provision
Portfolio Holder(s)	Councillor Kenneth Hughes
Lead Officer(s)	Gwen Carrington, Director of Community
Contact Officer	Gwen Carrington, Director of Community
Nature and reason for reporting	
<ol style="list-style-type: none"> 1. Secure endorsement to establish an Integrated Delivery Board within the Council's governing arrangements. 2. Agree to the recommendation that 2 elected members are nominated to sit on the Board. 3. Agree to the timescale with the expectation that the Board is operational by April 2014. 	

A – Introduction / Background / Issues
<p>The Isle of Anglesey received financial support from the European Social Fund during 2011 to support the delivery of integrated working with health services.</p> <p>Following a review of progress during October 2012 it was believed that it would be desirable to strengthen the local strategic and managerial infrastructure. A workshop for Senior Officers from BCUHB and Public Health Wales was arranged for March 2012.</p> <p>The workshop commended the initiative and nominated officers to progress the proposal which would need formal endorsement by the respective agencies.</p>
B - Considerations
<p>There is a proposal to establish a "County Fora" in each County. However, the proposed Integrated Delivery Board sets a higher expectation. The Board sets a clear expectation of shared management of joint initiatives with clear reporting arrangements within the Local Authority. It is maintained that this will improve our ability to drive on the change agenda with improved accountability within the agreed priority areas.</p>

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

CH - Summary

The attached documentation has been accepted by the Senior Leadership Group for the Isle of Anglesey, BCUHB and Public Health Wales.

The report highlights the identified aims and intentions along with priorities and specific work streams.

Reference is made to the Integrated Board within the Council's draft Corporate Plan.

D - Recommendation

R1. Establish the Board, which will include two elected members, to be operational from the 1st April 2014

R2. For the Board to agree its work programme which will come within the Council's governance arrangements

Name of author of report: Gwen Carrington
Job Title: Director of Community
Date: 6 January, 2014

Appendices:**Background papers**

ISLE OF ANGLESEY COUNTY COUNCIL	
COMMITTEE:	Council Executive
DATE:	13.1.2014
TITLE OF REPORT:	Proposed establishment of Health and Social Care Integrated Delivery Board for Anglesey
PURPOSE OF THE REPORT:	To seek the approval of the Executive for Anglesey County Council to establish a joint Health and Social Care Integrated Delivery Board for Anglesey
REPORT BY:	Gwen Carrington, Director of Community
CORPORATE DIRECTOR:	Director of Community

Purpose:

It is believed that the health and care needs of the people of the Isle of Anglesey can be better served by the improved integration of services between health and local authority services.

In order to facilitate this process, and provide a sound governance structure, it is proposed to establish an Integrated Delivery Board to inform both service development and quality assurance processes.

1. Background:

An application for funding through the European Social Fund was submitted by the Isle of Anglesey County Council and Betsi Cadwaladr University Health Board during January 2010 and was subsequently secured (October 2011) to support “The Delivering Collaboration Improvement Framework Project”. The primary aim of the project is to drive forward service transformation and improve public sector delivery through joint working, integration and pooling of resources by developing a robust integrated Governance Framework. The proposed framework aims to break down organisational boundaries, make the best use of scarce resources and pool budgets and other resources for the benefit of the citizens on Anglesey.

A key aspect of the project is to develop service frameworks between health and social care and to underpin them with formal agreements (such as formal commissioning arrangements, jointly funded projects, Section 33 agreements etc. for pooling of resources or integration of services).

A Project Board was established during 2012 to act as the primary body for the oversight, planning and monitoring of project. This will include key officers from a range of partners.

A workshop was held on the 15th March, 2013, with strategic leads and managers from BCUHB and the Isle of Anglesey Council Senior Management Team. Areas in particular relation to partnerships, locality development and perceived priority areas were discussed (inclusive of political and policy drivers for health and social care).

The shared vision following this workshop for the Isle of Anglesey's residents was:

- To live healthy, fulfilled, safe and active lives
- To thrive, flourish and be prosperous
- To determine their own health, social care and wellbeing (mental and physical)
- To have ownership and responsibility for their health, social care and wellbeing
- To live in powerful, vibrant and resilient communities

With a shared mission to focus on:

- transforming the quality of life in our localities
- to make a positive difference to people's lives
- by providing a whole pathway of services
- to improve the health and wellbeing of the population
- and break the cycle of dependency on statutory services

The main recommendation of this workshop was the proposed development of an Integrated Delivery Board for Community Health and Care services on Anglesey.

This briefing paper details the proposed overview to develop such a Delivery Board – inclusive of the case for change.

2. Aims and Objectives:

The aims and objectives of developing an Integrated Delivery Board collaborative for Community Health and Care services on the Island is to work towards delivery of 'single services'. This includes improved alignment of business plans, budgets and organisational cultures. The proposed Board will include consideration of innovative approaches to pooled budget frameworks for Anglesey to make best use of the resources available. This proposal will focus on partnerships for a clear purpose – partnerships that are fruitful and deliver frameworks for integration that place the citizen at the centre of everything that we do.

In essence we believe that the Project Board will support:

1. Improvements in services for the people of the Isle of Anglesey
2. Deliver frameworks for integrated services underpinned by formal agreements on a greater scale
3. Provide leadership and better use of resources
4. Be people-centered to make a difference
5. Streamline resources and reduce bureaucracy
6. Provide an exemplar across Wales to share learning

Specifically, the Integrated Delivery Board for Community Health and Care for Anglesey will:

- Tackle the urgent issues and opportunities arising from NHS and local authority service reconfiguration.
- Recommend action which would unblock barriers to strategic development and operational service delivery, troubleshooting where necessary
- Understand the financial environment of each partner organisation and seek opportunities to maximise efficiencies
- Consider alignment/pooling of budgets and other resources
- Take forward joint workforce initiatives in support of strategic change

3. Drivers (Operational and Strategic)

3.1 Policy and direction: The drivers for change are well rehearsed, and are noted within “Together for Health and Sustainable Social Services – Delivering Local Integrated Care”. It is proposed that the Integrated Delivery Board for Community Health and Care services on the Island will focus on transforming our services to ensure resources are most appropriately aligned and deployed to meet the needs of the people of Anglesey. This means strengthening the planning and co-ordination of care and support, with both organisations working closely together to develop a truly integrated health and social care system that provides people-centred and whole-person care.

The health and social care system faces a number of challenges in particular relation to integration, which are widely attributed to:

- Increase in people with long term conditions (adults and children), multiple morbidities and an ageing population.
- Fragmented care.
- Public health pressures.
- Widening health inequalities.
- Reduced finances with increased expectation and demand.

3.2 Social Services and Wellbeing (Wales) Bill

The bill places a clear expectation that health and social services will be further integrated, including the facilitation of opportunities for pooled budgets and utilisation of other flexibilities within the National Assistance Act (1970) and the NHS Health Act (2006).

Particular reference is made within the drafted bill for additional proposed ministerial powers that could drive the growth of partnership working in Wales, through the clarification of the legislation in respect of partnership working. Ministers will be provided with powers to mandate the creation of partnerships where there is a case to do so. Clear reference is made, for example for the case to develop integrated service provision in relation to services for families and older people with complex needs.

The proposal to develop an Integrated Delivery Board for Community Health and Care services on Anglesey is clearly seen as the first step in addressing these areas. This approach is firmly embedded within the policy document “Sustainable Social Services”.

The ministerial position for statutory agencies is clear: *“Our first priority is to ensure that resources are used in a more joined up way as this will make better use of the capacity that exists”*.

The policy document also highlights the importance of developing more integration of health and social services for children, young people, and frail older people, and in respect of reablement services. Joining up in this way will help break down barriers that can often get in the way of providing services, and drive out duplication.

3.3 Setting the Direction (Locality Team development)

In *Setting the Direction* the development of locality working was seen as the cornerstone of the new model for primary and community care. Based on populations of between 30,000 and 60,000, more than sixty locality networks have been established across Wales to plan, co-ordinate and ensure delivery of services to meet the needs of people living in the local community. The proposed structure of an Integrated Delivery Board for Community Health

and Care services will complement and strengthen the policy direction of localities as identified within “*Setting the Direction*”.

The long-established Model Mon Community Care Development Team on the Isle of Anglesey evolved into the Locality Development Team during 2011 and includes representation from strategic and operational Service Managers in Primary, Community Health and Social Care Services along with Medrwn Mon on behalf of the Third Sector. The role of the locality team (Model Mon) is to:

- Oversee the implementation of *operational* changes and joint working models at County level affecting both BCU and local authorities, complementing the focus of Locality Leadership Teams
- Promoting and delivering *at operational level* the early intervention/prevention programme across BCUHB and Anglesey Council - especially those inextricably linked to the delivery of integrated services
- Provide a clear, equitable accountability line for Health, Social Care and 3rd sector agencies on the Island in relation to *operational* management and delivery of services.
- Agree local *operational* measures which will evidence achievement of improved health and social care outcomes for the population of Anglesey.

4. Demography and trends (*Managing demand & Local Need*)

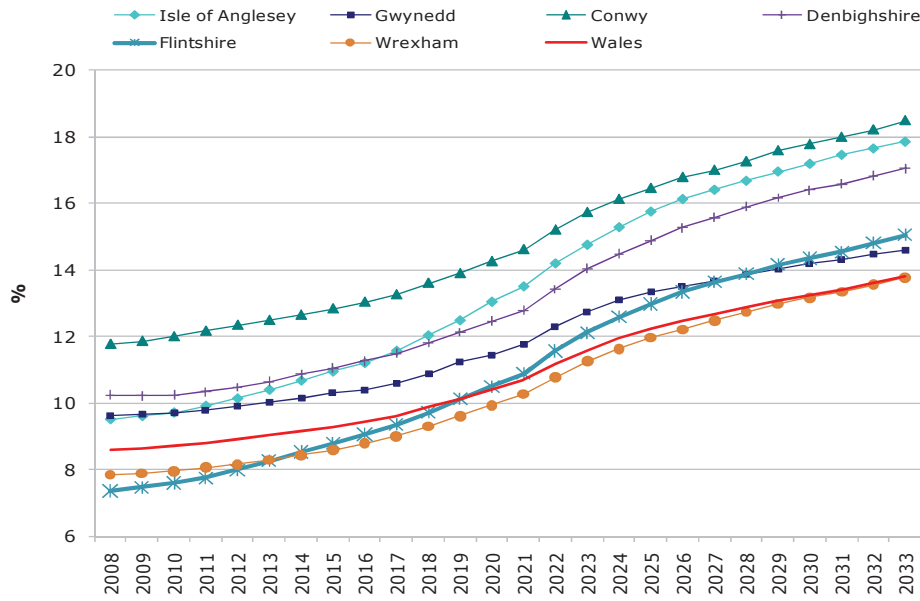
The number of people aged 16-64 in North Wales is projected to fall by 6% from 2008 to 2033, whereas the 65+ population for North Wales is projected to rise by 60% over the same time period. There will, therefore, be more people over 65 for every adult of working age in the future. (Executive Director of Public Health report, 2012

<http://howis.wales.nhs.uk/sitesplus/documents/861/FINAL%20PHW%20Older%20People%20Annual%20Report%20-%20English.pdf>)

- The resident population of Anglesey is projected to increase by 4% from 2006 to 2031.
- In 2009 19.5% of children were said to be living in poverty on the Isle of Anglesey
- 21.9% of the total population of the Isle of Anglesey was aged 65+ in 2010, compared with 18.6% in Wales as a whole. This is the third highest proportion of people aged 65+ across all local authorities in Wales.
- The rate for children and young people reported as disabled according to Disability Discrimination Act definitions is 7.3% of the 0-18 population which gives an estimated total of 1027 children with disabilities in 2012.

The table below demonstrates the projected population % of people over 75 years of age residing in each of the 6 counties of North Wales. There is a recognised need for a joint approach to planning and delivering older people’s services, in particular within Anglesey where the projected % increase is set to double from 9% to a staggering 18% by 2033.

Projected population, 2008-2033, % aged 75 and over
 Produced by Public Health Wales Observatory, using data from the Welsh Assembly Government



Population aged 65 and over in Anglesey, by age, projected to 2030

	<i>Numbers</i>				
	2012	2015	2020	2025	2030
People aged 65-69	5,260	5,480	4,780	4,830	5,080
People aged 70-74	3,880	4,450	5,140	4,520	4,580
People aged 75-79	2,920	3,270	3,970	4,630	4,090
People aged 80-84	2,080	2,150	2,710	3,350	3,960
People aged 85 & over	2,070	2,290	2,640	3,380	4,420

Source: Welsh Government Statistical Unit / Daffodil

Crown copyright 2010

Morbidity and long term condition levels are indicated by hospital admission rates. Anglesey has the highest rate across North Wales of all inpatient admissions for persons aged under 75 years, both those which are planned - including surgery and admissions for investigation or treatment - and those which are emergency or unplanned.

Emergency hospital admissions aged rates for people under 75 for the Isle of Anglesey are the highest across North Wales and higher than the Wales rate. Elective hospital admission rates in Anglesey for people aged under 75 are higher than the average for North Wales and Wales. Seven of the nine Middle Super Output Areas in Anglesey have statistically significantly higher rates than Wales as a whole.

5. Managing Services Together

The changing structure of the population means more pressure and greater demands on a range of services e.g. health care, residential services, housing, welfare and other services used by the population. This requires collective action and early intervention to empower and support people (Anglesey Integrated Plan 2012).

Since public finances are limited, effective engagement with our service users and communities is of paramount importance to ensure that resources are targeted effectively to tailor services to meet their needs.

A number of joint projects are already being worked on, and include:

- Single Point of Access project
- Community Equipment Stores
- Children with disability service
- Adult Mental Health
- Health and Social Care Support Workers
- Integrated Family Support Service/Team
- Intermediate Care
- Telecare/Telehealth

These initiatives testify a strong tradition of engagement and collaboration. Nevertheless it is evident that further benefits could be secured by greater strategic alignment and improved governance of these individual work streams.

6. Recognising Priority Areas: Prioritisation Framework.

It is vital that decisions to prioritise services are not based on intuitive methods, incomplete information or conflict with NHS and Social Care strategic goals. It is important that the impact on health and social care is explicit when decisions are made to provide resources for some areas and not others.

Any prioritisation framework must therefore provide a robust, transparent and fair process to:

- increase public and patient confidence;
- be operationally more efficient;
- align resources to agreed strategies and policies that improve the overall health and wellbeing of the population and improve the quality of services;
- ensure competing needs are given a fair hearing;
- provide better value for money and budget allocation requirements;
- add legitimacy to decision making;
- meet the requirements of good corporate governance;
- be underpinned by a sound evidence base wherever possible;
- inform and promote appropriate planning to meet future needs.

Services will need to be reviewed and developed to make sure that they meet shared specifications and quality standards. The Integrated Delivery Board would provide a platform for such an approach and would include within its remit the delivery of health and social care services on the island including priorities for any new developments.

7. Proposal

As a consequence of the drivers and to meet the challenges detailed above we propose that an Integrated Delivery Board be established to assist in the development of Community Health and Care Services on Anglesey.

The Proposal is developed in more detail below and we are confident that it will provide a clear way forward to work towards formally integrating service delivery between Anglesey County Council and BCUHB. The establishment of an Integrated Delivery Board for Community Health and Social Care services on Anglesey will provide executive and leadership input to oversee the process, governance and performance of a truly integrated health and social care service. We propose that the board will be operational from Spring 2014 onwards.

Accountability:

The Integrated Delivery Board will be accountable to the BCUHB Board and democratic processes within the Local Authority. Nevertheless membership of the Delivery Board should have sufficient authority to commit their organisations to a particular course of action informed by knowledge of priorities and agreed strategic direction.

The Integrated Delivery Board for Community Health and Care on Anglesey will take on the role of “county fora”. Key duties and responsibility of this strategic group will be to shape, agree, measure and monitor strategic health and social care development at County level ensuring a focus on an integrated experience for patients/service users including:

- Being the vehicle to oversee implementation of joint and integrated services
- Providing the joint governance arrangement for agreed integrated services
- Driving change and transformation of services, including joint priorities identified in the Integrated Plan

The Delivery Board propose to ensure strategic alignment with the work of the LSB to transform public services through development of integrated service frameworks underpinned by formal agreements.

In line with organisations that have efficient procedures for measuring, managing and reviewing health improvement, and developing measurable outcomes for their population, the Delivery Board will have features that include:

- A belief that Health and Social Care improvement is integrated with the BCUHB/ Isle of Anglesey County Council business and service planning cycles.
- Constructive use of audit or scrutiny function with partners to review and influence important local decisions and to jointly tackle health and social care inequalities.
- Clear communication process in relation to strategy and performance that is transparent within the organisation, to stakeholders, and to the population we serve.
- A balanced performance management framework for health and social care improvement, as well as shared outcome measures.
- The ability to reflect on current practice in managing the partnership’s performance, and be mature enough to identify the areas of good progress and those where development is needed.

Links to other partnerships, e.g. LSB, HSCWB, CYPP, will be made based on the topic area (i.e. integration of aspects of children`s services via CYPP, Joint initiatives for primary prevention via HSCWB, Partnership Agreements via LSB etc).

Governance Arrangements:

The Delivery Board will mitigate risks through:

- **Strategic Risk:** Provide assurances that any priority area is based on clear evidence for change (including National Policy/Strategic direction). Accountable officers will ensure projects are supported *in principle* within their respective organisations, with a view of mitigating any risk in relation to ownership at Organisational level (i.e. Board/ democratic process)
- **Operational Risk:** Identification of financial risks to either organisation as a direct result to proposed plans (including risk in implementing planned innovation, HR issues, Cultural change, and potential risk to reputation).
- **Reporting Risk:** clear two way communications between proposed Delivery Board, Locality Teams and operational groups in relation to sharing information and identifying clinical/organisational/operational risks when implementing proposed innovation.
- **Compliance Risk:** The Delivery Board will provide strategic overview in particular relation to legal and regulatory risks of any proposed innovation for integration. The Delivery Board will provide assurances to their respective agencies and LSB that risks are controlled in direct relation to professional governance issues.
- **Specific Projects:** The Delivery Board will provide the governance arrangements in specific relation to the projects/work streams for integrated working such as:
 - Model Mon – Locality Leadership team
 - Single Point of Access
 - Mental Health County Model - Section 33
 - Learning Disability – integration of services.
 - Children with Disability Services Section 33
 - Further exploration in relation to roll-out of Generic Workers
 - Co-location / integration of health and social care teams

Proposed Membership:

Senior Manager Public Health Wales
Assistant Director Community Partnership Development BCUHB
Corporate Director Community Isle of Anglesey
2 Local Authority Members (to be confirmed)
Lead of Community CPG (BCUHB) (to be confirmed)
Nominated representative and Chair of GP's
Chair of the Model Mon / Locality Leadership Team

8. Recommendations

That the BCUHB Board and Isle of Anglesey County Council Democratic Process approve in principle the proposal to develop an Integrated Delivery Board for Community Health and Care services on the Isle of Anglesey.

- R1. Establish the Board, which will include two elected members, to be operational from the 1st April 2014
- R2. For the Board to agree its work programme which will come within the Council's governance arrangements.

Appendix 1: Membership of Board responsible for setting up the proposed Integrated Delivery Board

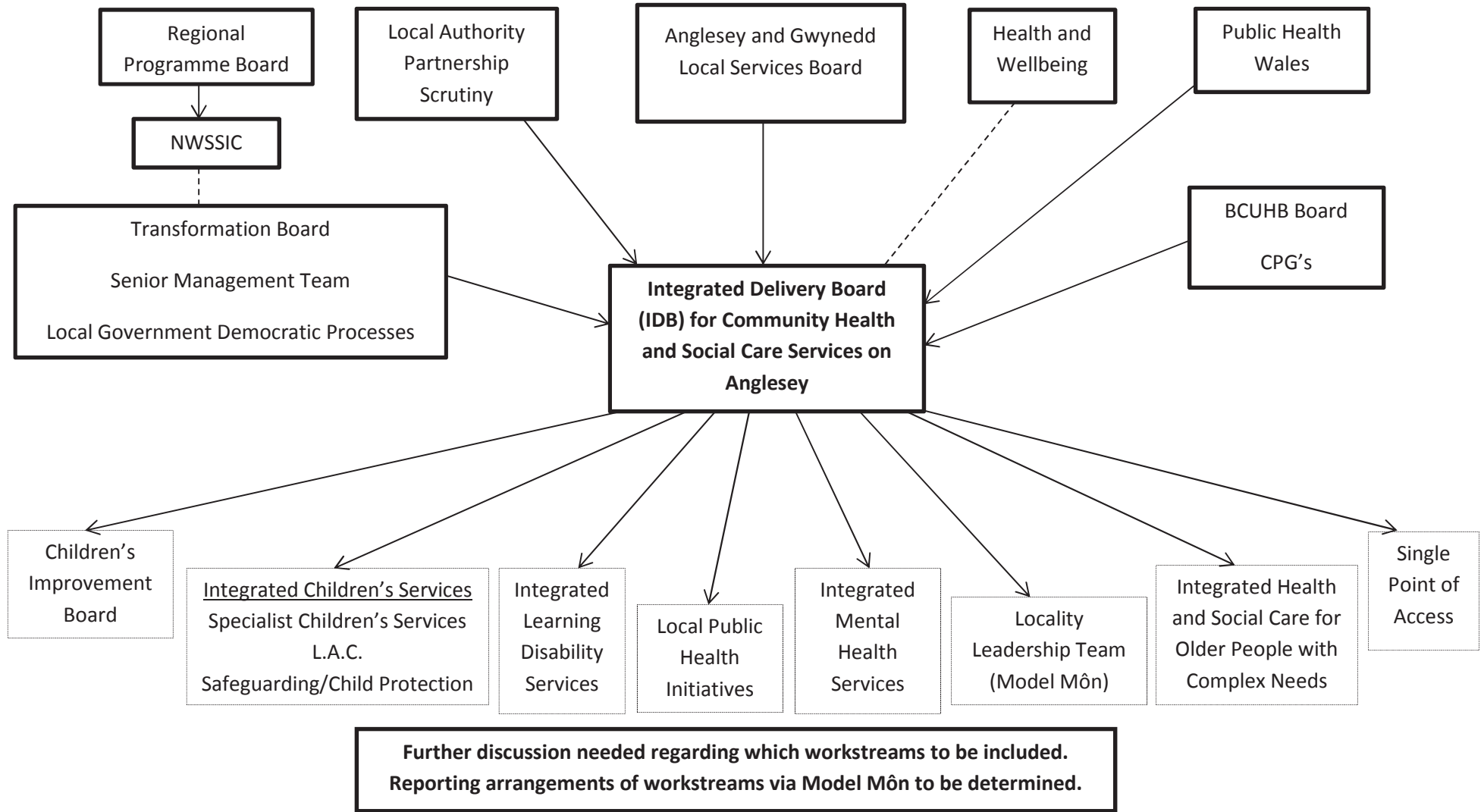
Appendix 2: Accountability Framework Diagram

Appendix 1: Board responsible for setting up the proposed Integrated Delivery Board

The members of the Board to be responsible for establishing the proposed Integrated Delivery Board are as follows:

Name	Designation	Agency
Gwen Carrington	Director of Community	Isle of Anglesey County Council
Trystan Pritchard	Senior Manager	Gwynedd and Ynys Môn Partnerships
Anwen Huws	Head of Children's Services	Isle of Anglesey County Council
Gareth Llwyd	Business Support Unit Manager	Isle of Anglesey County Council
Emily Whall	Collaboration Improvement Officer, ESF DCIF Project	Isle of Anglesey County Council
Wyn Thomas	Assistant Director, Community Partnership Development	BCUHB
Dr Stephen MacVicar	GP Locality Lead, Locality Leadership Team (Model Môn)	BCUHB
Eleri Lloyd	Partnership Development and Improvement Manager	BCUHB
Sarah Andrews	Principal in Public Health	Public Health Wales
Catherine Robinson	Professor of Social Policy Research Head of Social Sciences	Bangor University

Appendix 2: Accountability Framework



ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	Executive Committee
Date	13 January, 2014
Subject	North Wales Statement of Intent
Portfolio Holder(s)	Councillor Kenneth Hughes
Lead Officer(s)	Gwen Carrington, Director of Community
Contact Officer	Gareth Llwyd, Business Support Unit Manager
Nature and reason for reporting	
<p>To seek approval of the Joint North Wales statement of Intent for submission to Welsh Government by 31/01/14 in response to the requirement set out in the 'Framework for Integrated Services for Older People with Complex Needs' published in July 2013.</p>	

A – Introduction / Background / Issues

<p>In July 2013, The Welsh Government published a Consultation Document that sets out requirements and expectations on health boards and local authorities to accelerate the pace of integrating health and social care services and to embed these into mainstream service delivery by the end of December 2014 in order to facilitate access to services and to improve outcomes for citizens.</p>
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B - Considerations

<p>The 'Integrated Services Framework' document places an expectation on Health Boards and local authorities at the regional level to produce a 'Statement of Intent' that outlines the current situation and future intent for outlining a Work Programme that will promote more formal collaboration to deliver and embed integrated services within mainstream provision by the end of 2014.</p>
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C – Implications and Impacts		
1	Finance / Section 151	
2	Legal / Monitoring Officer	
3	Human Resources	
4	Property Services (see notes – separate document)	
5	Information and Communications Technology (ICT)	
6	Equality (see notes – separate document)	
7	Anti-poverty and Social (see notes – separate document)	
8	Communication (see notes – separate document)	
9	Consultation (see notes – separate document)	
10	Economic	
11	Environmental (see notes – separate document)	
12	Crime and Disorder (see notes – separate document)	
13	Outcome Agreements	

CH - Summary

The Statement is a First Iteration of the Intent of the 6 North Wales Local Authorities and Betsi Cadwaladr University Health Board to deliver integrated services for Older People with complex needs. Consideration of this first Iteration with Council Members and Health Board Directors, feedback from Older People and from Welsh Government will all contribute to a final Statement to be accompanied by an Action Plan by 31/3/14

Whilst the Framework document requires the Statement of Intent to be focused on Older People with Complex Needs we consider this to be an approach we would wish to utilise for all other service user groups in the future.

We fully recognise that in order for our Vision to succeed, there will need to be a shift of resources from acute / critical services to primary / community services and that this poses considerable challenge in the current financial climate. For BCUHB, this challenge is identified within the 3 Year Plan 2014-17.4

D - Recommendation

- R1. That the Executive Committee approves the first iteration of the North Wales Statement of Intent – that includes contributions from the Isle of Anglesey County council – for submission to Welsh Government by BCUHB and the 6 counties by 31/01/14 in order to conform with the statutory requirements set out in the document 'Framework for Integrated services for Older People with Complex Needs'.
- R2. That the Executive Committee authorises the Community director to collaborate with BCUHB and the 6 other local authorities across the North Wales Region and locally here on Anglesey through the proposed Integrated Delivery Board for Health and Social Care that we intend to establish to strengthen and provide robust governance arrangements to identify priorities to draw up a Work Programme for the delivery of integrated services for older people with complex needs.

Name of author of report: Gareth Llwyd
Job Title: Business Support Unit Manager
Date: 6 January, 2014

Appendices:

North Wales Statement of Intent

Background papers

Welsh Government (July 2013) [Consultation Document - Framework for Integrated Health and Social care services for Older People with Complex Needs.](#)

CYNGOR SIR YNYS MÔN	
COMMITTEE:	Executive Committee
DATE:	13 January, 2014
TITLE OF REPORT:	North Wales Statement of Intent
PURPOSE OF REPORT:	To seek approval of the Joint North Wales statement of Intent for submission to Welsh Government by 31/01/14 in response to the requirement set out in the 'Framework for Integrated Services for Older People with Complex Needs' published in July 2013.
REPORT BY:	DIRECTOR OF HOUSING & SOCIAL SERVICES

1.0 Background

1.1 Consultation document

In July 2013, The Welsh Government published a Consultation Document that sets out requirements and expectations on health boards and local authorities to accelerate the pace of integrating health and social care services and to embed these into mainstream service delivery by the end of December 2014 in order to facilitate access to services and to improve outcomes for citizens.

1.2 Policy context

An expectation is placed on Health Boards and local authorities to integrate services in the national policy context outlined in:

- **'Together for Health'** that sets out the ambition for person-centred health services to be provided as close to home as possible.
- **'Sustainable Social Services in Wales'** that envisages a social care service based on outcomes focused portable assessments and enabling people to make informed decisions, with more consistent care eligibility and planning.
- **The Social Services and Well-being (Wales) Bill** will significantly strengthen the legislative requirements for Health Boards and Local Government to integrate services.

1.3 Expectation to Submit a Statement of Intent

The 'Integrated Services Framework' document places an expectation on Health Boards and local authorities at the regional level to produce a **'Statement of Intent'** that outlines the current situation and future intent for outlining a Work Programme that will promote more formal collaboration to deliver and embed integrated services within mainstream provision by the end of 2014.

2.0 North Wales Response

- 2.1 The Statement is a First Iteration of the Intent of the 6 North Wales Local Authorities and Betsi Cadwaladr University Health Board to deliver integrated services for Older People with complex needs. Consideration of this first iteration with Council Members and Health Board Directors, feedback from Older People and from Welsh Government will all contribute to a final Statement to be accompanied by an Action Plan by 31/3/14
- 2.2 Whilst the Framework document requires the **Statement of Intent** to be focused on Older People with Complex Needs we consider this to be an approach we would wish to utilise for all other service user groups in the future.
- 2.3 We fully recognise that in order for our Vision to succeed, there will need to be a shift of resources from acute / critical services to primary / community services and that this poses considerable challenge in the current financial climate. For BCUHB, this challenge is identified within the 3 Year Plan 2014-17.4

2.4 Health Board Financial Projections

However, this must all be set in the context of the financial environment affecting all public services including the NHS. Our medium term financial planning assumptions are indicative at present, but continue to show consistent inflationary and cost pressures against a very small level of increased investment planned from Welsh Government. Early projections for the medium term financial plan indicate a potential financial gap of 12.1% over the three years to 2016/17, before mitigation and savings plans are applied. Of this gap, 4.2% will need to be addressed in 2014/15, the first year of the three year plan. It is clear therefore that there will be a need to make difficult decisions and prioritise between approaches to improvement of health and delivery of health and social care services.

3.0 Recommendations

- 3.1 That the Executive Committee approves the first iteration of the North Wales Statement of Intent – that includes contributions from the Isle of Anglesey County council – for submission to Welsh Government by BCUHB and the 6 counties by 31/01/14 in order to conform with the statutory requirements set out in the document ‘Framework for Integrated services for Older People with Complex Needs’.
- 3.2 That the Executive Committee authorises the Community director to collaborate with BCUHB and the 6 other local authorities across the North Wales Region and locally here on Anglesey through the proposed Integrated Delivery Board for Health and Social Care that we intend to establish to strengthen and provide robust governance arrangements to identify priorities to draw up a Work Programme for the delivery of integrated services for older people with complex needs.

North Wales Statement of Intent—

1 Introduction

The following paper constitutes the Statement of Intent on Integrated Care for Older People with Complex Needs between the North Wales Local Authorities and Betsi Cadwaladr University Health Board.

It has been developed jointly by colleagues from the North Wales Authorities and Betsi Cadwaladr University Health Board, to provide a single regional statement.

Across North Wales, there is a strong recognition of the need to work within a regional footprint—both to accommodate the LHB structure and to maximise efficiencies; whilst also being responsive to local need and historical service developments. This results in service planning and delivery needing to operate on a regional, sub-regional and county level.

Currently the LHB's clinical management structure is under review whilst Local Authorities are awaiting the outcome of the Williams Review—this inevitably leads to a level of organisational uncertainty. However, the paper has been written to reflect the strategic intent of Partners, with the Vision, Aims and Objectives for Integration across North Wales being ones which will be actioned regardless of future organisational structures.

The need to take a more robust and immediate approach to the Integration of Services for Older People, has been clearly disseminated by the Minister and Deputy Minister for Health and Social Services. This message is one that partner agencies across North Wales welcomes and indeed there are many examples of strong partnership working which demonstrate the commitment to this approach. We intend to build on this in order to develop an ambitious agenda which pushes existing boundaries and develops new, innovative services and systems.

'Integrated working' can have a variety of interpretations and for the purposes of this report, we are using the following (organisational) definition:

A single system of needs assessment, commissioning, and/or service provision that aims to promote alignment and collaboration between the care and the cure sectors (Ham, 2008).

This definition, should also be considered against the Narrative to explain integrated care and support to the citizen, developed by Welsh Government:

"My care is planned by me with people working together to understand me, my family and carer(s), giving me control, and bringing together services to achieve the outcomes important to me".

We understand that Integrated Care is not about structures, organisations or pathways per se, nor about the way services are commissioned and funded. Its primary purpose is to ensure that citizens have a better experience of care and support, experience less inequality and achieve better outcomes.

However within the current financial climate, it is also essential to recognise, the imperative for any change to be at least cost neutral in the long term.

When considering any move to Integration, we need to ask the following:

- Will it improve quality of life?
- Will it improve the quality of care?
- Will it improve the citizen's experience?
- Will it maximise cost efficiencies?

The paper is also predicated on the understanding that for Older People, health, social care, third sector and independent services should be designed and delivered to promote and maximise well-being; enabling the person to live independently in their community for as long as possible with services being provided in the person's own home or within community settings to avoid the need for ongoing, acute or institutional care.

These core features are the underpinning foundation for recent joint policy—Setting the Direction, Sustainable Social Services, Delivering Local Health Care and A Framework for Delivering Integrated Health and Social Care . They are also fundamental to the new Older People's Assessment Framework and the Social Services and Wellbeing (Wales) Bill.

Through integrated working Partners would expect to utilise their combined skills, knowledge, experience and resources to deliver better outcomes for Older People.

Specifically they would expect to:-

- Promote citizen ownership and control over their personal well-being and care needs, creating an independent rather than a dependent care culture.
- Support older people to live independently and be connected to their home and community, with the aim of reducing the possibility of loneliness and isolation.
- Provide proactive as well as reactive care, considering ways in which the individuals needs can be met through a variety of supports within the community and irrespective of their eligibility criteria.
- Streamline services and care to meet the individual needs of the older person better.
- Reduce duplication and increase awareness of services delivered across all sectors to older people.
- Reduce the inappropriate use of longer term and more intensive or acute care.
- Drive down the cost of caring for older people.

2 Conceptual Framework

In order to plan for and describe the development of Integrated Services, this Statement of Intent has utilised a Partnership Continuum ⁽ⁱ⁾(see Appendix 1) which can be applied at Strategic, Managerial and Service Delivery levels; with implementation possible on a regional, sub-regional, county wide and locality basis.

Integrated working will develop at a different pace and for different services across North Wales. We will ensure that learning is shared through partnership structures. This may be through a shared website with a resource library and common templates for key documents and / or regular learning events.

Learning from “Collaboration in Social Services Wales” ⁽ⁱⁱ⁾, from key documents such as “Making integrated care happen at scale and pace”^(iv) and experiences nationally have highlighted the issues which help and hinder Integration and will bring pragmatism to our debate.

3 Model for the Integration of Health and Social Care Services for Older People / Target Operating Model

Currently within North Wales, there is no one coherent model for Integration which encapsulates all public health, primary, community, acute, social care and third sector services, and which is endorsed by all stakeholders—not least its citizens.

However the following components of a service model are ones we recognise which can meet the 4 key themes identified by older people when asked about the service difficulties they experienced i.e. co-ordination of care, continuity of care, straightforward and consistent referral and communication systems and access to services^(v):-

- Integrated Structures within a Governance Framework
- Operational/Service Integration
- Prevention and early intervention
- Intermediate Care/Short Term Intervention
- Longer Term Community Support
- Sub Acute/In-patient Care
- Planned workforce
- Streamlined back office functions

The development of a North Wales Integrated service model for Older People is a clear priority for Partners and one which we will work to achieve over the next 12 months. In this undertaking, we recognise that there may be variations between the 6 Local Authority Areas as to which of the components listed above will be adopted, at what stage in the Partnership Continuum and whether at strategic/managerial or service delivery level.

4 Current Arrangements and Future Intent

The following sections provide a baseline of current “integration” together with the intent and aspiration for the future in North Wales.

4.1 Leadership to drive the Vision

Current arrangements

i) The **North Wales Regional Leadership Board** is comprised of:-

- The Leaders and Chief Executives of the six North Wales Local Authorities
- The Chair and Chief Executive of the Betsi Cadwaladr University Health Board
- The Chair and Chief Officer of the North Wales Fire and Rescue Service
- The Police and Crime Commissioner for North Wales
- The Chief Constable of North Wales Police

A key objective for the North Wales Regional Leadership Board is the promotion of joint working between local authorities and between local authorities and other public services like police, health and fire and rescue services. To this end it manages a portfolio of collaborative projects.

ii) Partnership working within North Wales is further supported by the **Social Services and Health Programme Board**. This Board is chaired by a sponsoring Chief Executive and its membership consists of Directors of Social Services; Lead or Executive member for Social Care; Betsi Cadwaladr University Health Board officers and WLGA, WG, SSIA representatives.

iii) Social Services Directors also meet formally with BCUHB Executive Directors on a quarterly basis at the **NWSSIBCUHB Quarterly Strategic Forum**.

iv) Each **LSB**, within its Single Integrated Plan has a commitment to improve collaborative working.

v) Local Authorities have key links with four of the BCUHB **Clinical Programme Groups (CPGs)** - Primary, Community and Specialist Medicine, Children and Young People, Therapies and Clinical Support, and Mental Health and Learning Disabilities. A senior Social Services Manager is included as a member on each of the four CPGs and invited to attend monthly meetings.

vi) Locality working is the foundation for Integrated services in North Wales. Within the joint working arrangements in North Wales key partners come together at the (regional) **Community Services Partnership Forum**. This Forum includes representatives from BCUHB (in relation to public health, primary care, community health services and mental health), independent contractor professions, social services (from each of the six Local Authorities) and the Third Sector. The Forum

was originally established to drive forward the development and implementation of locality working and other key elements with *Setting the Direction*.

Discussion is now underway to ascertain whether the Forum can take a broader strategic role to become a regional Delivery Group which has the responsibility of driving forward all the required actions outlined in both “A Framework for Delivering Integrated Health and Social Care” and “Delivering Local Health Care”. Through this Forum, the needs of the older population of North Wales for co-ordinated and consistent service delivery will be planned, using locality/ county/ regional and national data.

Future intent

i) The need for strong county governance structures which promote and support joint leadership at strategic, managerial and service delivery levels has been recognised , with a local Framework structure (attached as Appendix 2) showing the links between localities, county and the whole region of North Wales. This has been adapted to meet the needs of each County. The Forum at County level is intended to support integrated working by unlocking barriers and unnecessary bureaucracy.

ii) The Chair of Betsi Cadwaladr University Health Board has recently instigated a Partnership Review, the findings of which will help to inform strategic plans for Integration.

4.2 Commissioning

Current arrangements

i) The BCUHB Director of Public Health Annual report 2012, provides information on and further links to population needs assessment and priorities relating to the health and well-being of older people across North Wales. Additionally there are Older Peoples Indicators (2012) which have been developed by Public Health Wales.

ii) As an initial move towards a single commissioning plan, a regional working group comprising social care and health managers, has been established to scope existing provision and identify the continuum of community based services which come under the broad umbrella of “Intermediate Care Services”.

iii) The North Wales Commissioning Hub for high cost, low volume placements is a positive example of regional joint commissioning activity and one which can be built on to develop joint procurement of residential placements, oversee a regional contract and ensure a consistent approach to fee setting.

Future Intent

Commissioning is a broad concept and there are many definitions. It can be described as the means to secure the best value for local citizens and taxpayers. It is

the process of translating aspirations and need, by specifying and procuring services for the local population, into services for users which deliver the best possible health and wellbeing outcomes and provide the best possible health and social care provision within the best use of available resources.

- i) For Older People's services such benefits can be realised by planning and commissioning services jointly across social care and health in partnership with the third and independent sector. These will be developed at a locality, county and regional level.
- ii) An initial element of this activity will be the development of market position statements.
- iii) Risk stratification will also be incorporated as this enables appropriate services to be targeted in order that pro-active, personalised care planning can be achieved. Users who require case management due to the complexity and unpredictability of their condition could then expect to receive care via co-ordinated care pathways that will ensure a smooth transition between services.
- iv) A key issue will be to take a joint approach to ensure that providers of health and social care services operate in an enabling culture, support independence and avoid unnecessary escalation e.g. hospital admission.
- v) The need to develop a strong model for joint commissioning has been agreed by Partners as a priority for action and a bid for additional support in this endeavour is currently being developed.

4.3 Resource Management/Pooled Budgets

Current arrangements

- i) In respect of Formal S33 Agreements, all Counties have a Pooled Budget for the Community Equipment Service.
- ii) **Conwy** has
 - two jointly funded Extra Care Housing Short Term Flats to facilitate early discharge and reablement where people cannot return home.
- iii) **Denbighshire** has
 - a pooled budget agreed for health and social care workers.
- iv) **Wrexham** has
 - health and social care currently joint funding a number of initiatives including telecare, intermediate care, falls prevention programme and third sector contracts delivering low level preventative services for example.
- v) **Ynys Môn** has

- a Complementary Purchasing Scheme which has existed over the last 15 years to jointly fund health and social packages of care to maintain and support people at home with intensive and complex care needs in order to avoid inappropriate or premature admissions to long term care.
- long standing arrangements with Health to fund Rapid Response services in order to facilitate hospital discharge and to provide emergency intervention to avoid inappropriate admissions to hospital..

Future intent

i) All organisations are required to make significant efficiencies over the next few years and this could be a barrier to the further development of formal pooled budgets. However, it could also be argued that pooling budgets could lead to efficiencies. As with any aspect of integration, the rationale for taking such action requires the citizen and organisational benefits to be explored. This is an identified objective in respect of the Intermediate Care services working group referenced above.

However, it is clear that we need to have an improved understanding of the resources available within the County, preferably by locality, so as an initial step Partners will work together to map out the current budget, estate and staffing currently allocated to services for Older People.

4.4 Managerial/Service Integration

4.4.1 Workforce

There is an ambition across North Wales to move to a more integrated workforce structure for Older People. The predictions for future demand will be based on demographic change and the shift of services from ongoing, acute or institutional care to the community, whilst also taking into account additional demand arising from the need to address well-being, social inclusion, public health and the expected rise in the management of chronic conditions.

Current arrangements

i) All organisations provide development opportunities that support staff from both health and local authorities as well as utilising Social Care Workforce Development grants to support developments in the third and independent sector.

ii) **Conwy** has

- single management of Adult Mental Health Services.
- co-location of health and social care staff for older people in Canolfan Crwst, Plas Menai and Abergele Surgery with Llys Dyfrig in Llandudno opening in March 2014..
- integrated care & treatment planning in respect of Mental Health Measures.

ii) **Denbighshire** has

- a single line management arrangement for Adult Mental Health Services and a small team for Older People's Services.

iii) **Flintshire** has

- a single line management arrangement for Adult Mental Health Services.

- 3 Locality teams for Older People's Services that are coterminous with health locality boundaries. One is co-located with health colleagues in a local community hospital. These have been established including Social Workers and Occupational Therapies with the aspiration of co-locating the remaining 2 teams in 2014.

iv) **Gwynedd** has

- social care staff working in Meirionnydd co located with health colleagues . Currently staff work from 6 "touchdowns", 5 of which are based in Health Centres or Community Hospitals.

v) **Wrexham** has

- strong partnership working in relation to intermediate care services with health employed generic workers based with the older people's social work team and managed by the social work team manager.
- an integrated multi-disciplinary team approach being piloted at the Maelor Hospital as part of the frailty project to reduce avoidable admissions and facilitate timely discharge.

vi) **Ynys Môn** has

- co-location of District Nursing Team within Adults Social care services in Llangefni.
- an integrated Gwynedd and Ynys Môn Social Work Team based at Ysbyty Gwynedd.
- co-location of integrated Community Mental Health services on two sites in Llangefni and Holyhead.

Future intent

i) We will determine the workforce required to meet the agreed Integrated Service Model for Older People to ensure that we have sufficient staff with the right skills in the right place. It is axiomatic that this is a particular challenge for the rural areas of the County.

ii) We will explore opportunities for the joint location of teams—noting the need for pragmatism in the shared cost implications of such provision.

iii) Shared arrangements have been identified as key in leading change and cutting across the fragmented services and silo working that characterise dysfunctional systems. We need to develop well co-ordinated, integrated pathways to ensure that citizens do not experience disconnect. We intend to commence discussion to explore the options of establishing joint Locality Managers who would have operational and developmental responsibility for the management of a complex range of specialist, multi-agency services in a cost effective and responsive way, integrating established practices and multi-disciplinary staff across care pathways.

iv) A recent Partnership Assessment exercise undertaken by the Locality Teams in each County, has provided an analysis of current working arrangements and

identified areas for improvement. This assessment will provide a baseline for the future.

4.4.2 Back Office functions

The need to ensure that Integration is based on a whole systems/organisational approach is highlighted in “Collaboration in Social Services in Wales”⁽ⁱⁱ⁾. This document evidences the risks to developing integrated services when all key departments eg finance, human resources, information, are not engaged in the journey from the outset. They need to be involved in agreeing the level to be achieved on the Partnership Continuum.

For the Health Board, support functions such as ‘payroll, procurement and transactional aspects of HR’ are provided by the all Wales Shared Services Partnership.

Effective integrated working should be supported by policies and procedures that are at best joint and at least aligned and we will explore this in the context of the all Wales Partnership. There is also a need for shared training programmes, “joint” data management and information systems that “talk” to each other.

Current arrangements

i) BCUHB and the 6 Local Authorities are developing a shared Choice Policy to support timely and appropriate hospital discharge.

ii) **Conwy** has

- developed an information sharing protocol in respect of care home monitoring and a joint monitoring arrangement.
- an agreement to make funded nursing care payments on behalf of the Health Board.

iii) **Denbighshire** and iv) **Flintshire** have

- WASPI agreements in a number of services to support joint working.

v) **Gwynedd**

- is a member of The Welsh Systems Consortium [WSG] which consists of 8 Local Authority’s in Wales who purchased a social care system in 2003 . The WSC are currently undertaking a joint procurement with Health for a Community Care information system in order to realise the vision of Social Care and Community Health using the same system.

vi) **Wrexham** has

- an Adult Social Care’s Workforce Strategy and Development team providing training to operational staff working across the Health and Social Care spectrum.
- Intermediate Care, Enhanced Care and South Locality Project – which are supported by joint data management systems.

vii) **Ynys Môn** has

- an agreement to make funded nursing care payments on behalf of the Health Board.

Future intent

i) Within North Wales we will consider how development of joint information systems can be taken forward within the current model of the Shared Services Partnership. This will consider the national procurement programme for a Community Care Information System ie an electronic solution that will facilitate data sharing across Community Health and Social Care.

ii) The Welsh System's Consortium (WSC) which includes three North Wales Local Authorities - Wrexham Borough Council, Gwynedd Council and Ynys Mon County Council along with five other Local Authorities, have signed up to a joint procurement exercise with NHS Informatics Service (NWIS). This has been named the Community Care Information System (CCIS). All 22 Local Authorities and all 7 Regional Health Boards have been named in the tender process, which is well underway

iii) A regional North Wales CCIS group has been established including Business Support leads and Heads of ICT. The group also includes partners from current PARIS Suppliers (Conwy, Flintshire & Denbighshire) with a view of gaining a regional approach across North Wales.

iv) The intention is to support the integrated working objectives which in themselves deliver improvements for patients and more efficient working practices. In general a single system for community health and social care would enable:

- Improved decision making leading to better outcomes for people– through access to more complete data. This should improve patient outcome and help avoid admissions and improve service planning.
- Improved coordination – between authorities and thereby resulting in efficiencies and better service to patients.
- Improved individual patient safety – through less transcription errors, improved timeliness, reduction in 'lost' referrals, traceability to one point.
- Reduced visits to base – through access to information on the move.
- Reduced duplication in data capture and checking information.
- Reduction in unnecessary interventions.
- Increased confidence in the identity of the person.
- A joint core data set across health and social care.

4.4.3 Wider Partnerships

A range of services apart from health and social care are required by citizens and carers to live independent lives. For example, housing and transport equally affect the way people live, yet these services can sometimes operate in parallel, rather than in partnership with each other.

Current arrangements

To-date there have been some discussions and collaboration undertaken through existing partnerships, particularly through the Health, Social care and Well Being strategies, and occasional involvement in specific projects.

A North Wales Transport to Health Group has been established which is chaired by BCU HB and involves Welsh Government, representatives of the six Local Authorities, Taith – the regional transport consortium - WAST and Community Transport.

The aim of this group is to understand and improve access to health services and facilities in North Wales. The group is also seeking to ensure a better strategic fit between planning and delivery for all partners involved.

Future Intent

In response to some of these difficulties, we should have care pathways that assist patients in their journey through multi-agency services and that work across boundaries to support people in accessing and negotiating services and in making the transition from one care setting to another. This is particularly relevant for those citizens and carers who experience difficulties in accessing care from teams that fall outside the remit of integrated provision.

4.5 Citizen Centred / Co-produced services

Current arrangements

In North Wales, we recognise the value not only of adopting healthy lifestyle behaviours, but ensuring strong social networks are in place to support individuals. Being an active member of a community can increase the level of control people have over their lives and contribute to improved health and well-being. Co-production – using the experience, knowledge and abilities of professionals, partner agencies, people using services and their communities – can contribute to improved outcomes. It can also help ensure that better value for money is achieved and can help in empowering communities.

The Director of Public Health's Annual Report 2013 recognises and supports the importance of such approaches. "Co-production means that people share decisions about their health and wellbeing with health and social care professionals. It means that health and social care workers move towards a facilitation role and away from the traditional fixing role. It means a shift of power, and it means that everyone needs the skills to take part in shared decision making."

Co-production approaches are being used in the planning and development of some community based initiatives and the six Local Authorities are developing a shared understanding of this methodology.

We are also exploring the potential development of social enterprise schemes – businesses that trade to tackle social problems, improve communities, people's life chances, or the environment.

The Local Authorities and the Health Board have identified the need to develop a shared approach to social enterprise as part of the transformational change required for the implementation of the Social Services and Wellbeing Bill. Our proposals for use of the funding for implementation include the commissioning of expertise to support us in this approach.

The Strategy for Older People was launched in 2003 to address the issues and aspirations of people aged 50 and over living in Wales. The strategy is grounded in ageing as a positive concept. Mechanisms and structures have been established at local levels across North Wales that allow public services to hear the voice of older people and to allow older people to be involved in decisions that affect their lives.

It is recognised that Carers are a key partner in the delivery of care and supporting their involvement is central to the sustainability of care provision. The Health Board, Local Authorities and Third Sector organisations in North Wales are expected to work in partnership to achieve the cultural change and deliver the main duties arising from the Carers Strategies (Wales) Measure 2010. Strong and effective partnerships will be crucial to enable the successful delivery of the key actions that include improved joint working, joint reporting systems and strengthened carer information services.

i) In **Conwy** .

- The Consultation on the modernisation of Older Peoples Services ensured that citizens were at the heart of the developments and each new scheme has been oversubscribed.
- Similarly Carers have a high profile and are actively involved in the development of services. The Health Board and Conwy Local Authority have been working together to prepare, publish and implement a Strategy for Carers.
- A cultural change in empowering carers to be part of the decision making processes around care management.
- Moving On Solutions, re-provision of health and well being activities (social and Leisure) is a good example of co-production, managed by third sector with a volunteer base and support from the LA via grant.

ii) In **Denbighshire**

- the North Denbighshire Community Healthcare Services project has been working with service user and community representatives, who are taking part in the development of proposals for the planned new community hospital in the locality. We are exploring the potential for social enterprise or

entrepreneurship to support local people becoming involved in the hospital facilities and services, working with other local agencies.

iii) In **Flintshire**

- there are a number of excellent examples of citizen centred/ co produced services. These include:-
- current and former service users in Mental Health as partners in all aspects of service provision. They support delivery of training, attend training courses and are part of the overall positive approach to co-producing service provision and delivering outcomes.
- as part of ongoing service development, Flintshire County Council providing opportunities for communities to co-produce options for future service delivery in 2014
- individual Business Plans by service considering options to develop further co-produced services.

iv) In **Gwynedd**

- there are a number of existing groups for example the Older People's Forum and Ageing Well Centres which provide regular opportunities for conversations which help inform the citizen centered direction of our service. The intention is to increase the use of existing groups ensuring that any gaps are filled re citizen engagement.

v) In **Ynys Môn**

- there are a number of existing groups which include for example the Older People's Council and Forum and 3 Age Well Centres which provide regular opportunities for conversations which help inform the citizen centered direction of our service developments and delivery. The intention is to increase the use of existing groups in the development of community-based preventative support services across the Island.
- under the Strategy for Older People, a tried and trusted model of engagement has been developed with a number of local communities to reshape and develop a range of community-based preventative services which promote health and well-being and social inclusion for older people.
- as part of ongoing service development under the Transformation Programme for Older Adults Services, opportunities will continue to be provided for communities to co-produce options for future service delivery in 2014 and beyond. A Community Partnership approach with key stakeholders and local community groups is being developed in the Beaumaris area to make more effective use of community assets and resources.

Future Intent

- i) We will explore together how we can build on early work on co-production, working to embed the principles into our planning and development of future services.

ii) Local Authorities and the Health Board will work with LA Regeneration Departments and established social enterprises across North Wales to research, explore and learn more about the development of social enterprises and co-operatives. Although there are examples of well-established social enterprises operating across North Wales there is room to learn from these, develop these further and to establish Social Enterprises and / or Co-operatives in other service areas. North Wales will undertake a series of events to learn more about the development of such initiatives and will strive to establish further initiatives across social care and health services.

iii) The Locality Leadership Team recognises the need for an Outcomes Focused approach in working directly with older people and also when developing services. The new Assessment Framework will ensure outcomes are captured by whichever professional undertakes the assessment, whilst the recent regional document "Developing Joint Outcomes for Localities" will enable partners to agree the priority outcomes to be achieved through respective organisational actions.

iv) The provision of pathways that encompass self-management through to end of life care will be developed.

v) **Conwy** has

- a Corporate group established to consider the opportunities of working with social enterprise to deliver a range of services including social care.

vi) In **Flintshire**

- Mental Health Support Services expect to progress a Social Enterprise in early 2014 with service users, the community and the council to allow wider community and individual engagement in service provision.

4.6 Service Delivery Integration

4.6.1 Service provision

Current arrangements

i) In **Conwy**

- the provision of Community Mental Health Services for adults is provided through a single line management arrangement.
- The Local Authority provides professional input into Intermediate Care services and has Service Level Agreements in place to provide support for Intermediate Care Services and End of Life services.

ii) In **Denbighshire**

- Community Mental Health Teams for adults are provided through a single line management structure. The Health & Social Care Support Workers are managed locally by the Local Authority through a pooled budget. The Local

Authority provides professional input to the Enhanced Care Service and supported the Seasonal Plan.

iii) In **Flintshire**

- the Crisis Intervention Team consists of health and social care staff and works in partnership across health & social care boundaries to maintain people at home during a medical crisis and support speedy discharge from hospital.
- 3 Dementia Support Workers are funded by Continuing Health Care Funding delivered by Social Care specifically to link people with dementia into community support services and enable them to maintain their place in the community for as long as possible.
- an Early Onset Dementia Social worker works across the boundaries of health & Social care specialising in uniquely complex cases and supporting creative solutions that maintain people at home.
- the North East Wales Carers Information Service deliver carers assessment on behalf of statutory partners
- Service Agreements exist for the provision of equipment services with “Care and Repair” and for visual and hearing impairment support with Vision Support and North Wales Deaf Association and Wales Council for the Blind
- 3 health staff within the Re-ablement team based within the local authority are managed on a daily basis by the Re-ablement Manager.

iv) In **Wrexham**

- the Intermediate Care Service represents a joint partnership between Wrexham Adult Social Care Department and Betsi Cadwaladr University Health Board. This initiative successfully supports the achievement of joint health and social care outcomes whilst delivering care and support which best meets the needs of older people in Wrexham.
- Enhanced Care has been successfully implemented within South Wrexham and demonstrates effective joint working between health and social care at both a strategic and operational level.
- The South Locality Pilot represents a successful joint Health and Social Care Initiative which manages the discharge home of patients with chronic conditions and who might otherwise face unnecessarily lengthy hospital admissions.
- A number of pilot projects are underway to assess (a) the value of an expanded Intermediate Care Service (Social Workers, Therapists, District Nurses and generic workers) – available over the weekend in order to increase the number of safe discharges during the Winter pressures period; (b) the value in having social work presence within the Medical Assessment Unit at the Maelor hospital to help prevent avoidable hospital admissions and facilitate earlier discharge.

v) In **Ynys Môn**

- Effective multi-disciplinary assessment and care management arrangements have been in existence over the last 20 years through the Model Môn Scheme which has operated across all 6 geographical patches which are co-terminus with GP catchment areas. Currently, the Locality Team lead on the ongoing support and development of these arrangements at the local level.

- Enhanced Care has been successfully implemented within Ynys Môn and demonstrates effective joint working between health and social care at both a strategic and operational level.
- There is ongoing collaboration through Locality Team arrangements to develop a more integrated approach to the delivery of Intermediate care services which include a Rapid Response Service and an in-take model of a Re-ablement Service.
- District Nursing staff have been co-located within Adults Social Care Services in Llangefni in order to support the Single Point of Access, Assessment and care Management arrangements.
- Dementia Support Workers are funded by Continuing Health Care Funding delivered by Social Care specifically to link people with dementia into community support services.

Future Intent

i) In **Conwy**

- Enhanced Care, Intermediate Care and End of Life Care will be jointly delivered through a Memorandum of Understanding.

i) In **Denbighshire**

- the Local Authority is working with BCU in the development of the North Denbighshire Community Healthcare Services Project and the Llangollen Primary Care Centre and the roll out of Enhanced Care Services in the Central and South Locality area.

ii) In **Flintshire**

- the Local Authority is working with BCUHB in the development of Primary Care Centres in Buckley & Flint and the roll out of Enhanced Care Services in all areas of Flintshire. Health and Social Care operate co-terminus locality structures and have developed locality leadership teams driving local agendas.

iii) In **Wrexham**

- the Intermediate Care Service will be enhanced both in size and scope in order to meet the growth in demand. It is the aspiration that the service operating hours will be extended in order to accept referrals at evenings and weekends.
- Intermediate Care, Enhanced Care and Re-ablement services will be developed to deliver a seamless, proportionate, needs led service.
- the value of further integration and co-location of health and social care staff will be evaluated and pursued as appropriate.
- the value of the future development of a step-up / down facility to support the achievement of Intermediate Care outcomes will be investigated.

iv) In **Ynys Môn**

- the Intermediate Care Service will be enhanced both in size and scope in order to meet the growth in demand. It is the aspiration that the service

operating hours will be extended in order to accept referrals at evenings and weekends.

- Intermediate Care, Enhanced Care and Re-ablement services will be developed to deliver a seamless, proportionate, needs led service.
- the value of further integration and co-location of health and social care staff will be evaluated and pursued as appropriate.

4.7 Engagement

Current arrangements

i) Within the regional Locality model, Locality Stakeholder Groups were identified as the mechanism for engaging directly with the population, to discuss current provision and identify future need/ options for change. This approach was initially used to debate changes to health provided community services.

ii) Local Service Boards are developing engagement strategies to enable local communities to be better able to understand the work of the LSBs. Similarly, shared engagement strategies around the Single Integrated Plans are being used or developed.

iii) Initial exploration of shared approaches to engagement and consultation has commenced through the North Wales Consultation Officers group, which comprises representatives of the six Local Authorities and more recently the Health Board.

iv) The advantages of a shared approach are recognised in the Guidance for Engagement and Consultation on Changes to Health Services^(v) which anticipates that in engagement and consultation, Local Service Board partners should be fully involved to ensure that proposals are seen and addressed within the context of the “whole system” of public service provision.

v) In **Conwy**

- the Joint Localities Board (delivering the current Health, Social Care and Wellbeing Strategy) is currently developing a participation strategy to ensure a citizen focussed approach.

vi) In **Denbighshire**

- there is an Older People’s Strategy Group, a My Life, My Way Group and contracts with third sector organisations for advocacy and consultation in order to inform service quality and developments. We are currently engaging with groups to explore ‘Supporting Independence in Denbighshire’, characterised by ‘SID’, an older man representing individuals with a range of different social, health and care needs and how services can support his independence and wellbeing.

vii) In **Flintshire**

- services for adults in social care were transformed following extensive engagement with community partners.

- there are strong multi agency arrangements to engage with older people in Flintshire and a locality service questionnaire is used to gain vital information from the community. In Mental Health there is a strong structure to support service user engagement in current and future service delivery.
- It is commonplace for service users to sit on panels to support appointments within key areas.

viii) In **Gwynedd**

- A process of community engagement has recently commenced with groups of citizens. This is in order to both inform them about, and create opportunities to help shape the development of the Integrated Single Point of Access (SPOA) between community health and Gwynedd Adult Social Care services.

ix) In **Ynys Môn**

- under the Transformation Programme for Older Adults, engagement arrangements with key stakeholders and local communities are being developed in order to consult on proposals to reshape and develop a range of community-based services which will include care and accommodation services for Older People.
- effective links exist with the Older People's Council in order to promote discussions on future service developments and the remodelling of services under the Transformation Programme.
- there are a number of service level agreements with 3rd sector organisations to provide advice and advocacy support and forums for service users.

Future Intent

i) The need to review the work and focus of Locality Stakeholder Groups has been identified and will be discussed within the Community Services Partnership Forum. These groups present an opportunity for a shared approach between the six Local Authorities and the Health Board.

ii) We will explore opportunities for development of shared engagement and communications.

As part of the transformational change under the Social Services and Wellbeing Bill, it is proposed that a regional strategy is developed to be delivered over 3 years which would secure effective communication, including consideration of suitable materials such as banners, leaflets, materials for media and engagement with communities. This is to underpin a shared approach to community engagement and information.

iii) We will continue to explore and identify opportunities for bringing together of activities on the spectrum of participation - communication, information, engagement

and consultation, shared decision making – within the governance arrangements of each organisation.

iv) All the partners are committed to the provision of all services in the language of choice and to the implementation of More Than Just Words – the Welsh Government’s strategic framework for Welsh language services. This is important for services which we commission from other providers, as well as services provided by the Health Board and the Local Authorities. We will seek to ensure Welsh language services are available wherever possible; greater collaborative working may help facilitate this. We are also committed to promoting the use of the language and maintaining Welsh culture and will strive to ensure that our strategies for integrated working support and complement these commitments.

v) We are also committed to advancing equality of opportunity and protecting and promoting the rights of everybody to achieve better outcomes for all. Our collective focus is on well-being in its widest sense to improve and enhance the lives of individuals, communities and the population of North Wales. We are required by the specific equality duties for authorities in Wales to undertake Equality Impact Assessment (EqIA) on any policies or proposals which might affect protected characteristic groups and to engage with those groups who may be affected by proposals. As we develop our thinking on the integrated model of care for older people with complex needs, we will undertake impact assessment and seek to engage with representatives of groups who may be affected.

4.8 Transforming Access

Current arrangements

i) Conwy

- is part of the regional project around transforming access. It is clearly understood that the development of a SPOA is fundamental to the success of community based services. Conwy has undertaken a piece of research to consider access into services and identified a range of desired outcomes which will be achieved over next 12 – 18 months via a project management approach.

ii) In Denbighshire

- there has been a project team developing a Single Point of Access (SPoA) for health and social care services for adults. Agreement has been reached on what will be included in Phase 1 of the development, in order to use the learning from this to inform both local and regional approaches.

iii) Flintshire

- is the host organisation for the Regional Programme Manager and is currently developing a local Single Point of Access (SPOA) project team to take the development forward locally.
- Current Hospital Social Work arrangements and first contact structures support excellent access to social care support for service users and for

referrals from partners. Additionally adult social care have developed Self Assessment for equipment provision which reducing waiting times and becoming highly regarded.

- are also working with BCUHB to develop a falls pathway and are seeking to make the documentation more user friendly for Care Home Managers.

iv) **Gwynedd**

- have an established SPOA (Integrated Single Point of Access) Strategic Group. This multidisciplinary partnership Group is transforming access to integrated community based services through leading the SPOA development for Gwynedd. The decision to extend the remit of the Group to include the broader integration agenda was made recently. This Strategic Group also established (November 2013) a SPOA operational group for the Meirionnydd Locality to begin to deliver the SPOA on the ground.

ix) In **Ynys Môn**

- A Single Point of access has been established within the Social Services Duty System to process referrals following hospital discharge and referrals to all community disciplines which include Social Work ,District Nursing and Community Therapies.
- A multi-agency Project Board has been established to take forward an agreed Work Programme to develop business processes and IT linkages which will enable Health staff to access the RAISE community Care Information System.

Future Intent

i) North Wales Local Authorities in partnership with BCUHB, the voluntary and independent sector are currently taking forward plans to develop Community Single Points of Access in each local authority area. This programme of work is supported via funding received through the National Regional Collaboration Fund with the aim of establishing all access points by April 2016. This development will be crucial in supporting our commitment to provide rapid and coordinated access to advice and support that is coordinated across agencies and will play an ongoing part in supporting unscheduled care pressures.

ii) In **Denbighshire**

- during Phase 1 the SPoA will:
 - process referrals for health and social care community services to support Denbighshire residents' hospital discharge.(this to include referrals for Enhanced Care, Rhyl District Nursing Team, Community Therapy services, community Hospitals.
 - co-ordinate a service response according to an individual's presenting needs.

--inform the referrer and all services which other services are to be involved, with details of each care coordinator where appropriate when multiple referrals are made for a patient / service user.

-- offer telephone advice, information and signposting (or referral as appropriate) to non-statutory sector community services in Denbighshire.

-- maintain and develop the Directory of Services for Denbighshire, publish the information on the Family Information Service website and become involved in future public-information developments in the county.

-- record and analyse SPOA activity.

- The SPOA workers will be co-located and managed by a single Team leader but their work will not be fully integrated. A 'health' staff member will always be on duty to lead on Health referrals and a Social Services staff member will be on duty to lead on Social Services referrals. All workers will be familiarised with each other's procedures so that work can be shared but workload will be managed according to the resources available. Exceptions will be noted and capacity will be monitored daily by the Team Leader so that issues can be escalated immediately.

iii) In **Flintshire**

- the SPOA will build on the already well-established First Contact team.

iv) In **Ynys Môn**

- in respect of the single Point of Access established within the Social Services Duty Team discussions are taking place to improve business processes by allowing frontline Health staff from key disciplines to have access to the RAISE Community care Information system. The current arrangements process referrals for health and social care community services to support service users discharged from hospital or referred through community services.
- A Project Manager – funded through the regional collaboration Fund – will commence duties in January 2014 to take forward developments identified in the Project Initiation Document which has been drawn up and approved by the Project board

4.9 Assessment of Older People

Future intent

We will implement the Guidance in respect of Integrated Assessment, Planning and Review Arrangements for Older People, as required by Welsh Government on December 2nd 2013, recognising this action as being the catalyst to support the broader integration of care

We are mindful that in order to deliver the new Framework there are requirements for both operational and cultural change in practice and it is the latter which may prove most challenging

5.References

- I. adapted from Community Based Collaborations, Oregon Centre for Community Leadership 1994
- II. Collaboration in Social Services Wales, SSIA 2013
- III. Lessons from experience—Making integrated care happen at scale and pace King’s Fund, March 2013
- IV. Mc Cormack et al 2008
- V. Guidance for Engagement and Consultation on Changes to Health Services, Welsh Assembly Government

Partnership Continuum

Appendix 1

Levels

Purpose

Networking * Dialogue and common understanding

- * Clearing house for information
- * Create base of support

- * Match needs and provide coordination
- Cooperation or Alliance**
 - * Limit duplication of services
 - * Ensure tasks are done

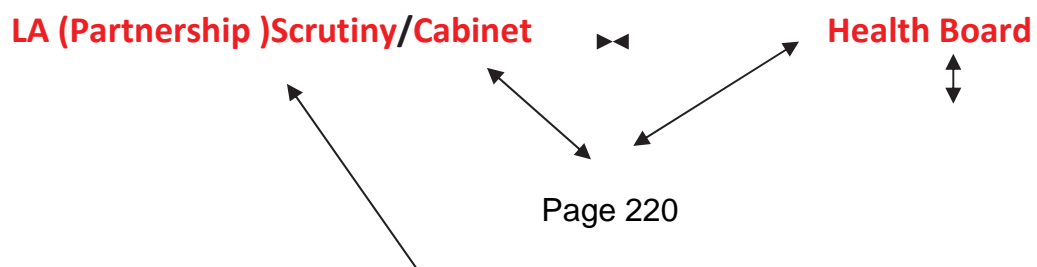
- Coordination**
 - * Share resources to address common issues
 - * Merge resource base to create something new

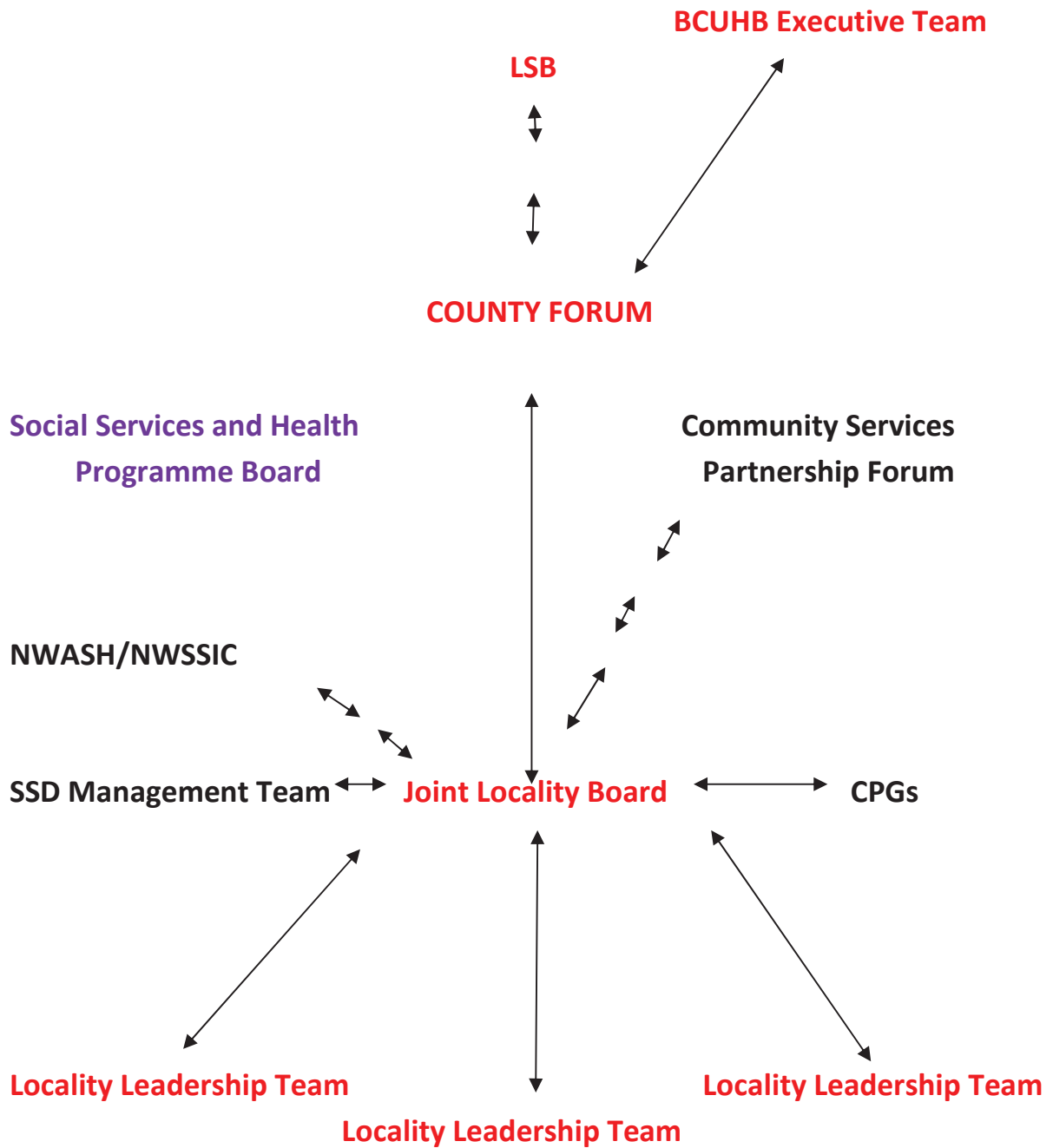
- Coalition**
 - * Share ideas and be willing to pull resources from existing systems
 - * Develop commitment for a minimum of three years

- Integration**
 - * Accomplish shared vision and impact benchmarks
 - * Build interdependent system to address issues and opportunities

Appendix 2

GOVERNANCE STRUCTURE FOR INTEGRATED COMMUNITY BASED SERVICES





Version 5-5/11/13

←→ *direct reporting* ↔ ↔ *informing*

Number: WG19385



Llywodraeth Cymru
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Consultation Document

A Framework for Delivering Integrated Health and Social Care

For Older People with Complex Needs

Date of issue: 22 July 2013

Action required: Responses by 31 October 2013

Overview

Demographic and other trends in Wales mean that there is increased demand for both acute and community care services for older people, particularly those aged 85 and more. Frailty, dementia and the effects of multiple chronic conditions are more prevalent in this population group. Building on investment in collaborative working over the last ten years and more, Ministers believe that these changes require a new prioritised and robust response to integrate health and social services for older people with complex needs

A task group of NHS, Third Sector and local authority social care leaders has been working with and advising Welsh Government during the development of the Framework, and also considering options to support roll out and implementation. At this stage, we would welcome your views on the proposed Framework for Integration.

We are committed to further dialogue at a national and regional level to shape how integration in Wales is progressed which will be taken forward initially through the meetings of the Health Minister with LHB Chairs and the Deputy Minister's National Partnership Forum for Social Services which includes cross party local government representation. The Welsh Government led Multi-stakeholder Task Group will also need to have an on-going co-ordinating role and in supporting development and implementation of the Framework.

Ministers want to give priority and momentum to the Framework and to allow partners the opportunity to plan for implementation of integrated services during 2013/14 before implementation commences fully from April 2014. Ministers have asked that each local health board and local government partnership should on a public services foot print basis, develop an agreed Statement of Intent for integration of health and social services and submit these by the end of January 2014 for consideration.

It would therefore be helpful to receive your initial views and comments on the Framework and the way forward outlined by end October 2013. We would welcome shared responses across partnership groupings in line with locally agreed preferences.

How to respond

Please respond by email or in hard copy

Social Services Directorate
Department of Health and Social Services
Welsh Government
Crown Buildings
Cathays Park
Cardiff
CF10 3NQ

Email:FrameworkIntegratedServicesOlderPeople
ComplexNeeds @wales.gsi.gov.uk

Further information and related documents

Large print, Braille and alternate language versions of this document are available on request.

Contact details

For further information:

Social Services Directorate
Department of Health and Social Services
Welsh Government
Crown Buildings
Cathays Park
Cardiff
CF10 3NQ

Email:FrameworkIntegratedServicesOlderPeople
ComplexNeeds @wales.gsi.gov.uk

Data protection

How the views and information you give us will be used

Any response you send us will be seen in full by Welsh Government staff dealing with the issues which this consultation is about. It may also be seen by other Welsh Government staff to help them plan future consultations.

The Welsh Government intends to publish a summary of the responses to this document. We may also publish responses in full. Normally, the name and address (or part of the address) of the person or organisation who sent the response are published with the response. This helps to show that the consultation was

carried out properly. If you do not want your name or address published, please tell us this in writing when you send your response. We will then blank them out.

Names or addresses we blank out might still get published later, though we do not think this would happen very often. The Freedom of Information Act 2000 and the Environmental Information Regulations 2004 allow the public to ask to see information held by many public bodies, including the Welsh Government. This includes information which has not been published. However, the law also allows us to withhold information in some circumstances. If anyone asks to see information we have withheld, we will have to decide whether to release it or not. If someone has asked for their name and address not to be published, that is an important fact we would take into account. However, there might sometimes be important reasons why we would have to reveal someone's name and address, even though they have asked for them not to be published. We would get in touch with the person and ask their views before we finally decided to reveal the information.

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- 1. Overview and Strategic Context**
- 2. The Case for Change**
- 3. What do we want to achieve?**
- 4. Making it Happen**
- 5. Measuring Success**
- 6. The next steps**

Annexe A - Maturity Matrix

Joint Foreword

Mark Drakeford AM, Minister for Health and Social Services
Gwenda Thomas AM, Deputy Minister for Social Services

It is excellent news that people in Wales are living longer and healthier lives than ever before. We now need to ensure that our services adjust to help people of all ages enjoy their lives to the full in line with the commitment in our *Programme for Government* to 'develop high quality, integrated, sustainable, safe and effective people-centred services that build on people's strengths and promote their well-being'.

We know that there is going to be a greater demand in future for care services for older people, particularly those aged 85 and more. *Together for Health* sets out our ambition for person-centred health services provided as close to home as possible. *Sustainable Social Services* envisages a social care service based on outcomes focused portable assessments and enabling people to make informed decisions, with more consistent care eligibility and planning. The *Social Services and Wellbeing (Wales) Bill* will significantly strengthen the legislative requirements for Health Boards and Local Government to integrate services.

Our policy aim is to improve existing services and develop a wide range of preventative services that can help people of all ages manage their own lives at home and avoid as far as possible having to go into hospital or residential care.

The core concern of this framework is to bring an end to fragmented care that confuses and frustrates providers and recipients alike. Fragmentation wastes resources, effort and opportunities. The document sets out essential requirements that we believe must be put in place as the standard model across Wales. We are not at this point looking to structural changes to achieve this, but change there must be.

It complements the framework for developing community services issued by Welsh Government in June 2013, *Delivering Local Health Care: accelerating the pace of change*. The two should be implemented through a single process of rapid, integrated action, involving local health boards, local government and their partners in the independent and third sector partners.

This Framework has been developed with the NHS, Local Government, Directors of Social Services and the Third Sector, and others such as Care Forum Wales have indicated their support for this approach. We encourage all interests to do the same to improve the services we provide to older people in Wales. It is this practice of 'co-production' that we wish to see both in the planning and the delivery of services and extending to include those who receive the services.

We commend it to you and would ask that you let us have your views and comments on it.

1. Overview and Context

Wales already has a higher proportion of people over 85 than the other countries of the United Kingdom and it is likely to rise in the next decade. If services are to help older people have a happy, independent life, action is needed now to ensure the right services are in place, especially in light of the current financial challenges. Services that are fragmented or unreliable or undermine people's ability to live where and how they would like will neither use increasingly scarce resources well nor meet the needs of people who need support.

A new pattern of services is needed, building on, adapting and developing the good foundations already in place. Recognising the growing evidence that demonstrates the benefits of integration, this document sets out how the Welsh Government ambition for truly integrated health and social care services for older people is to be implemented. Partners across Wales are expected now to move rapidly on making this model the norm. A marked change is needed over the next three years.

The term 'integration' has many definitions which reflect the spectrum of levels at which integration can take place. Integration is the opposite of fragmentation. For people needing care and support it should mean:

'My care is planned by me with people working together to understand me, my family and carer(s), giving me control, and bringing together services to achieve the outcomes important to me.'

To achieve this, care delivery must be aimed at achieving improved user and patient care through better co-ordination of services. Integration requires a combined set of methods, models and processes that seek to bring about this improved co-ordination.

The essential elements are that:

- service providers take down the barriers that have prevented effective collaboration and shape the service around a common understanding of the outcomes important to the individual
- the recipient will have a greater say and more control over the care received.

This framework:

- summarises the relevant policy and key principles;
- provides clear definitions;
- sets out the Welsh Government's expectations for how all the different partners need quickly to develop and deliver integrated health and social care services, not as something extra but as the normal way of working;
- identifies what the evidence indicates as the core requirements on which to base local planning and delivery; and
- states the outcome-based indicators that will help establish the present baseline position and measure progress.

It is anticipated that this approach will make health and social care outcomes better and more consistent, and strengthen community-based care. Good multi-disciplinary assessment will become standard practice, the role of the GP more central, and

early intervention, reablement and intermediate care part of a single co-ordinated system. Dignity and privacy will be protected.

While it takes time to achieve this, there is already good practice in place on which we must build. Examples include the areas that have pioneered frailty services, joint locality teams and community resource teams, and in mental health and learning disability services. There has also been solid progress in creating integrated support for families with complex needs. The principles applied there and lessons learned will be essential in supporting rapid progress.

2. The Case for Change

People in Wales are living longer and healthier lives than ever before, and services to meet their needs must keep up. Wales has the highest rate of growth for those aged 85 years and over of the UK countries - by 2030 people aged over 85 will jump by 90%, to 85,000

Older people have higher levels of frailty, dementia and chronic conditions, often in combination with each other - already there are more than 42,000 people with dementia in Wales, which affects two thirds of older people in residential care, and by 2021 the number is projected to rise by 30% and as much as 44% in some rural areas.

This will drive a growing demand for services. Community services and home based care will have to expand at a time when real term resource increases to meet this growing demand is no longer assured.

There is research and anecdotal evidence that services are fragmented, both within and across organisational and sectoral boundaries. Like others, older people want to be in control of their own lives and continue to be part of and contribute to their community. This implies that services should offer graduated, co-ordinated support to help them live independently in their own home for as long as possible. Evidence shows how disrupting older people's usual living arrangements can very quickly undermine their confidence and capability, even to the extent of making it impossible for them to live independently as before.

Providing community-based, fully co-ordinated services that are designed to support them and give them a say and the chance retain control of their lives is clearly the model that older people want and need to experience. Services that are co-ordinated and work as one can best achieve that.

This also chimes with the wish of people working within health and social care services. They recognise the need to empower older people, and welcome models of care and support that respects people's broader sense of personal wellbeing and a strong community.

Refocusing services, then, is a high priority area. Integrated models can better meet older people needs. They can also help address the increasing demand for care and support both now and in the future. Not changing is simply not an option. Urgent action is needed.

Change is achievable. There are already many examples across Wales of good integrated working including through: single agency responsibility for certain mental health services, integrated children's services - Integrated Family Support Service and Families First, integrated hospital discharge services, joint reablement and rehabilitation services and joint equipment stores. The Welsh Government 'Invest to Save' funding already supports frailty service models across much of Wales. On an on-going basis, the Invest to Save process, the Regional Collaboration Fund and the Wales Council for Voluntary Action's Wales Wellbeing Bond provide partners with access to resources to support further development.

Further progress is essential, and quickly. LHB and related Councils must plan a year on year increase in shared budgets and resources and set a specific locally agreed target for the proportion of resources relating to older people that are committed to a pooled budget. Action is essential now on what the King's Fund describe as a 'burning platform' with no alternative but to accelerate the pace and scale of developing integrated health and social care as core services.

3. What do we want to achieve?

The recognition that change is essential opens an opportunity to create a new truly integrated system. It should have two main characteristics.

1. It should be a consciously planned and managed system, built on ambition. Working closely together to reduce barriers between them, local partners will need to refocus their activities around those receiving care. This will require attention to:

- preventative interventions that stop an avoidable slide into increasing dependency upon services;
- locating and linking services in community settings with smooth transitions between different elements and into more specialised services;
- creating fully integrated referral pathways that enable service users too easily cross organisational and sectoral boundaries without any harm or loss;
- capturing once, and addressing all the needs of the service user
- a balanced set of services operating where necessary 24 hours a day, integrating early intervention services, support for independent living, rehabilitation and reablement, intermediate care, end of life care and pathways into specialist services and less often used services;
- full engagement all parts of secondary care focusing especially on those points of the pathway where the risk of undermining independence is greatest;
- enabling service users to take part in developing their plan of care, with a named single point of contact, and to express their views regarding how the care is delivered;

- enabling carers to take part in developing the plan of care, receive an assessment of their support needs, have access to relevant, up-to-date and targeted information at every stage and express their views regarding how the care is delivered;
 - initiate joint action when young carers are identified who may appear to be at risk or a 'child in need' because of their caring role are identified
2. It should be built with and for service users and the local community. Services should not be designed and run with out reference to the people they serve. The definition of integration in Section 2 focuses on the experience of the recipient of services.

There must then be a strong commitment in developing services to increase the voice of the users and the community. This should aim both to support and facilitate community wellbeing in the broader sense and also to encourage and help individuals and communities to take more responsibility and control for themselves.

Services should recognise that communities and individuals are themselves assets. Together service providers and recipients can help create a more effective service. Professionals have specific training, experience and skills while the recipient of care knows best his or her needs, preferences and situation. Planners and others need to build on this potential to 'co-produce' the best service and best outcomes.

The same idea of co-production can apply in developing healthier communities and reducing dependency. A fully integrated approach can also build on community-oriented actions such as:

- specific initiatives to develop social networks;
 - encouragement for volunteering, including time banking;
 - working on 'community currencies' which not only strengthen the social resilience of communities, but also local economies;
 - developing models of social enterprise.
3. There must be a real commitment to constant monitoring and improvement. Explicitly moving to a more integrated approach means that responsibilities are sometimes not so clear. The partners will need to work closely together to ensure there are safe and clear governance arrangements for delegating responsibilities, sharing resources, and ensuing accountability. There must be careful attention to reviewing quality and outcomes, even more important when services are in flux.

4. Making it Happen

In making the necessary changes, a decision has been made that at this point reforms to structures are ruled out, but change there must be. The requirement therefore is that local bodies now progress along a clearly defined path, linking at each stage their actions to those being delivered in parallel in response to *Delivering Local Health Care*.

In doing so they should draw on the mass of evidence that suggests that, while there are many ways of integrating care, the key principles remain consistent. These have been helpfully summarised by the King's Fund¹ and based on their work sixteen issues are set out in the box below that must be taken into account in developing and mainstreaming integrated services for older people over the next three years.

The core planning issues

To be clear about:

- 1: our common cause – why we are doing this
- 2: our shared narrative - why integrated care matters
- 3: our persuasive vision – what it will achieve
- 4: shared leadership – how we are going to do this
- 5: how to build true partnership
- 6: what services and user groups offer the biggest benefits
- 7: how to build from the bottom up and the top down
- 8: how to pool resources
- 9: how to use commissioning, contracting, money and the independent sector to create integration
- 10: how to avoid the wrong sort of integration
- 11: how to support and empower users to take more control
- 12: how to share information safely
- 13: how to use the workforce effectively
- 14: how to set objectives and measure progress
- 15: how to avoid being unrealistic about the costs
- 16: how to build this into a strategy

Actions required:

1. Local partners must **by end of December 2013** assess their current situation and action required, both at footprint and locality/cluster level, against the 16 issues in the box above, and define local action required.
2. All local partners must **by end of January 2014** sign off and publish a Statement of Intent on Integrated Care.

¹ *Making integrated care happen at scale and pace: Lessons from experience*. London: King's Fund, March 2013

The Statement must include the baseline assessment required under 1 above and set out clearly how:

- they will build an appropriate workforce across all partners as an early opportunity to enhance the citizen's experience;
 - they will ensure a relentless focus on delivering locality based citizen centred, co-produced services, focusing upon the pivotal role of primary care services in delivering person centred care.
 - they will maintain robust local partnership arrangements that reflect a willingness to delegate responsibilities;
 - they will provide leadership and commitment at all levels and across all sectors, with explicit governance and accountability arrangements;
 - a single commissioning plan will operate across partners, moving over time to a consistent approach across Wales;
 - collaborative resource management will be managed through options such as a financial governance framework; joint commissioning plans and intentions; pooled and/or integrated budgets.
 - how pooled budget arrangements will be extended, stating first what these currently are .
3. The Welsh Government will use the baseline assessments in the Statement of Intent as a means of reviewing progress in delivering the requirements in this document.
 4. Also **by end of January 2014**, in developing the service, partners should, using the evidence base and their own experience and assets, develop shared local health and social care outcome measures that will demonstrate the impact of integration and drive further progress.
 5. Partners should ensure **by September 2014** that local planning mechanisms reflect the requirement that collaborative planning at local level is based upon a citizen-centred model that allows older people in Wales to have a voice and to retain control of their life.
 6. Partners need to **by December 2014** to have developed within mainstream services for older people integrated services for older people with complex needs, designed in line with this Framework will be embedded.

The maturity matrix included at Annex A in this Framework provides an additional tool for partners to use to establish the current position of collaborative service planning and delivery locally, and to organise the journey forward and capture progress.

5. Measuring Success

Recognising and reporting success in integrating health and social care services is essential. All partners will already have performance targets and outcome measures in place that gauge progress in developing integrated services.

As stated above local partners will be expected to establish their baseline position, both at a public service footprint and locality/cluster level against the 16 issues and to set these out in the Statement of Intent and also to agree their own priorities and measures for use in assessing the pace of change. These should be reported to the LHB Board and the Local Authority and to other interested bodies on a regular basis.

In addition, the Welsh Government will use the key indicators below adapted from the Audit Commission's '*Joining up health and social care: Improving value for money across the interface*' (December 2011), along with data available on carers to monitor progress.

The Performance Indicators: Indicator		Anticipated direction of travel
1	Emergency admissions to hospital for people aged 65 and over	Decrease
2	Emergency bed usage for people aged 65 and over	Improved performance benchmarked against CHKS © Peer Group
3	Shift in balance from care home to home care provision	More people supported to live in their own homes
4	Admissions and re-admissions avoided by appropriate community based intervention models	Increase
5	Falls data captured and submitted to the Reducing Harm from Falls Collaborative	Continuous improvement Benchmarked with collaborative
6	Admissions to care home direct from acute hospital	Decrease
7	Discharge to usual place of residence	Increase
8	Number of people choosing where to die (end of life services)	Increase
9	Unplanned hospital attendances	Decrease
10	Readmission within 14 days of discharge	Decrease
11	Delays in transfer of care due to waits for packages of care or modifications to the home environment	Decrease
12	The proportion of carers assessments undertaken	Increase

6. The next steps

A 12 week consultation process will now commence. This will seek not only responses to specific issues, for example how best to capture and measure success, but will also give people using services and carers, the public, interested organisations, local statutory bodies and providers, and others an opportunity to share their views on the overall intentions and the proposed approach.

Responses should be sent by 31 October to:

Social Services Directorate
Department of Health and Social Services
Welsh Government
Crown Buildings
Cathays Park
Cardiff
CF10 3 NQ

A Maturity Matrix to Support Health and Social Care Integrated Care Partnerships

Using the matrix: Identify the level you believe your partnership has reached for each key element and then draw an arrow to the level you the level you intend to reach within the next 12 months. Review the partnership's maturity matrix position on a frequent basis.



Progress Levels	0	1	2	3	4	5
Key Elements	No	Basic level Principle accepted and commitment to action	Early progress Early progress in development	Results Initial achievements evident	Maturity Comprehensive Assurance in place	Exemplar Others learning from our consistent achievements
Purpose and vision		Purpose debated and agreed. Values and priorities agreed, and documented. Political agreement to integration confirmed and documented cross Health, Social Care, Third Sector and Partners. 'Health and Social Care Integration Partnership' (H&SCIP*) understands its role.	Priorities and stretch goals have been agreed with stakeholders =. Robust mechanism for adding and removing services and/or care settings agreed. Plans rooted in local population needs.	Evidence priorities are being met, with progress towards stretch goals in some areas. Evidence of citizen engagement and public accountability testing purpose and vision. Existing partnership work considered.	Systematically match how purpose dovetails with population needs. Evidence that integrated care is enhancing the quality of services and experience for the citizen	Confidence in achieving purpose and vision as population health benefitting in accordance with plans. Local health planning, local authority commissioners, third sector and other partners have been influenced. Evidence of reduction of waste and duplication through tackling duplication and fragmentation
Strategy		All stakeholder strategies relevant to work gathered and timetable set for developing integrated strategy. Base for all 'H&SCIP' strategic decisions. Political sign-off of strategy by all partners	Strategy development underway. Arrangements in place for areas of joint planning/commissioning and investment opportunities.	'H&SCIP' has a current published strategy, which includes improvement milestones and how they will be measured and monitored.	Strategy refined in light of successful achievement of milestones, and new intelligence and aspirations	Strategy has benefitted other health and social care economies, as well as influencing the strategic direction of all local partner organisation.
Leadership of the local health and social care integration economy		'H&SCIP' leadership agreed and appointed. Key stakeholders aware of leaders and how to contact. Relevant stakeholders identified and invited to participate. Local health, social care, third sector and partner resources understood.	Leadership development for 'H&SCIP' discussed and agreed. Development plans initiated. Stakeholders understand leadership issues. Relevant stakeholders regularly attend and provide input into work programme	Results of partnership working systematically reviewed. Relationships with partners are positive and ongoing dialogue about planning, commissioning, contracting decisions and joint investment opportunities. Public health voice is evident in decisions.	Review of success of leadership approach. Ongoing succession plans in place. Benefits of partnership working have enabled the majority of stakeholders to meet their improvement objectives and resource allocation.	Benefits of partnership working have enabled majority of stakeholders to exceed their improvement objectives. Outcomes improved and this is traceable back to initiatives from the 'H&SCIP'
Governance		Membership and terms of reference for the 'H&SCIP' Board drafted and shared.	'H&SCIP' board set up and first annual cycle of business agreed. Relationships with relevant local organisations being developed.	Local stakeholders have clearly incorporated 'H&SCIP' Board accountabilities into their own governance arrangements.	'H&SCIP' Board has reviewed its first year of working through a structured annual review process and made improvements to structure and organisation	Good governance benefits identified and the 'H&SCIP' Board know better governance practice has influenced local partner organisations.
Information and intelligence		Information requirements identified and format of initial dashboard agreed	Developed a dashboard of key information and information improvement continues. KPIs reflect shared performance objectives across health, social care and partners	'H&SCIP' report confidence with levels of intelligence they receive, and that information systems are reliable and working. H&SCIP receiving evidence of performance improvement against KPIs.	'H&SCIP' informed by real-time intelligence, demonstrating improved outcomes, quality and efficiency across health and social care.	A single information system established and utilised across the partners. Outcomes and performance benchmark against best performers.
Expertise and skills		Skills and expertise for 'H&SCIP' have been identified and agreed	Induction and development plans for 'H&SCIP' partners and staff are up and running	The 'H&SCIP' influencing skills are evident by success in positive change to local planning and the pattern of local service provision.	The 'H&SCIP' supports LHBs, Local Authorities, Third Sector and partners by valuing key planning/skills. The H&SCIP Board acts as a forum to bring in specialist skills and expertise to support planning/commissioning.	The 'H&SCIP' influences the organisational development of partner organisations. The local health and social care economy is recognised as being a good career choice for planning/commissioning professionals.



*The H&SCIP is generic term for the purpose of this matrix. Please replace with your local equivalent.

Source: Adapted from the London Health and Wellbeing Board Maturity Matrix

**Consultation
Response Form**

Your name:

Organisation (if applicable):

email / telephone number:

Your address:

Question XX: We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please use this space to report them:

Please enter here:

Responses to consultations are likely to be made public, on the internet or in a report. If you would prefer your response to remain anonymous, please tick here:

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