



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

**GŴYS A RHAGLEN**

**SUMMONS AND AGENDA**

ar gyfer

for a

**CYFARFOD O  
GYNGOR SIR  
YNYS MÔN**

**MEETING OF THE  
ISLE OF ANGLESEY  
COUNTY COUNCIL**

a gynhelir yn

to be held at the

**SIAMBR Y CYNGOR  
SWYDDFA'R SIR  
LLANGEFNI**

**COUNCIL CHAMBER  
COUNCIL OFFICES  
LLANGEFNI**

**DYDD IAU, 8 MAI 2014**

**THURSDAY, 8 MAY 2014**

**→ am 10.30 o'r gloch ←**

**→ at 10.30 am ←**

## **A G E N D A**

**1. MINUTES**

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

- 27<sup>th</sup> February, 2014
- 27<sup>th</sup> March, 2014 (Extraordinary)

**2. DECLARATION OF INTEREST**

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

**3. TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRPERSON, LEADER OF THE COUNCIL OR THE CHIEF EXECUTIVE.**

**4. PRESENTATION OF PETITIONS**

To receive any petition in accordance with Paragraph 4.1.11 of the Constitution.

**5. HOLYHEAD AND LLANGEFNI POST OFFICES**

To receive a presentation by Non Tudur Williams, Senior Stakeholder Manager - In accordance with the decision of the County Council on 27<sup>th</sup> February, 2014, senior representatives from the Post Office have been invited to address the Council as regards their plans for franchising the Crown Post Offices at Holyhead and Llangefni.

Members will be afforded a question and answer time.

**6. IMPROVEMENT PLAN 2014-15 - ANNUAL DELIVERY**

(a) To submit a report by the Deputy Chief Executive as presented to the Executive on 22nd April, 2014.

(b) To submit the observations of the Executive thereon.

**RESOLVED to accept the Annual Delivery Document for 2014/15 and to recommend its adoption by the County Council at its meeting to be held on 8<sup>th</sup> May, 2014.**

**7. POLITICAL BALANCE**

To submit a report by the Interim Head of Democratic Services. - **LATE REPORT**

**8. SCHEME OF MEMBER REMUNERATION 2014-15**

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

**9. THE ANGLESEY COUNTY COUNCIL LEADER'S ANNUAL REPORT**

To consider the Anglesey County Council Leader's Annual Report in accordance with paragraph 4.1.16 of the Constitution. – **LATE REPORT**

**10. AUDIT COMMITTEE - ANNUAL REPORT 2013-14**

To submit a report by the Chair of the Audit Committee.

**11. STANDARDS COMMITTEE ANNUAL REPORT 2013-14**

To submit a report by Mr Michael Wilson, Chair of the Standards Committee.

**12. SCRUTINY ANNUAL REPORT 2013-14**

To submit a report by the Chair of the Corporate Scrutiny Committee.

**13. DEMOCRATIC SERVICES ANNUAL REPORT 2013-14**

To submit a report by the Chair of the Democratic Services Committee.

**14. MEMBER TRAINING DEVELOPMENT PLAN - MEMBER TRAINING DEVELOPMENT 2014-15**

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

**15. QUESTIONS RECEIVED PURSUANT TO RULE 4.1.12.2 OF THE CONSTITUTION**

To submit the following question on notice by Councillor Jeff Evans to Councillor R Dew, Portfolio Holder for Property:-

- *“How many businesses / organisations are currently receiving £500 payments in lieu of provision of toilet facilities. Where are they situated and what is the total cost of provision?”*

**16. NOTICE OF MOTION PURSUANT TO RULES 4.1.13.1 & 4.1.17.1**

To submit the following Notice of Motion by Councillor R Meirion Jones in accordance with Rules 4.1.13.1 and 4.1.17.1 of the Constitution. This Notice is also signed by Councillors Bob Parry, OBE, Dylan Rees, Nicola Roberts, Carwyn Jones, Llinos Medi Huws, John W Griffith, T Lloyd Hughes, A W Mummery, Ann Griffith and Vaughan Hughes.

· To reconsider the times of meetings of the County Council, Executive Committee, Scrutiny Committees, Semi-judicial Committees and all other council Committees and Sub-committees and to address the requirements with regard to equality and diversity.

· To refer the matter to the next meeting of the Democratic Services Committee.

To give consideration to the above.

17. **EXCLUSION OF THE PRESS AND PUBLIC**

To consider adoption of the following:-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from 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. **APPLICATION BY A COUNCILLOR TO EXTEND HIS PERIOD OF SICKNESS ABSENCE**

To submit a report by the Monitoring Officer on the contents of the application.

**ISLE OF ANGLESEY COUNTY COUNCIL**

**Minutes of the meeting held on 27 February 2014**

- PRESENT:** Councillor Gwilym O Jones (Chair)  
Councillor Raymond Jones (Vice-Chair)
- Councillors R Dew, Jim Evans, Ann Griffith, John Griffith,  
D R Hughes, K P Hughes, T LI Hughes, Vaughan Hughes,  
Victor Hughes, W T Hughes, A M Jones, H E Jones, R LI Jones,  
R Meirion Jones, Richard Owain Jones, Jeffrey M Evans,  
Alun W Mummery, R G Parry OBE, Dylan Rees, Nicola Roberts,  
P S Rogers, Alwyn Rowlands and Ieuan Williams
- IN ATTENDANCE:** Chief Executive  
Deputy Chief Executive  
Director of Lifelong Learning  
Director of Community  
Director of Sustainable Development  
Head of Function (Resources) and Section 151 Officer  
Head of Function (Council Business)  
Interim Head of Democratic Services  
Senior Accountant (Strategic Planning and Transformation) (BD)  
Accountant (BW)  
Committee Services Manager
- APOLOGIES:** Councillor Lewis Davies, Llinos Medi Huws, Carwyn Jones,  
J A Roberts and Dafydd Rhys Thomas

The Chair extended a warm welcome to Lis Perkins, Stephen Roe, Tony McNicholl of the Anglesey Fair Trade Association, Duncan Gates of the Fairtrade Foundation, London and Juliet Arku-Mensah of Volta River Estates Ltd, Ghana.

Mr Stephen Roe, Secretary of the Anglesey Fair Trade Partnership addressed the Council regarding the successful application to renew Anglesey's Fair Trade status for two years until 2015 and to celebrate the fact that Wales was celebrating five years as the world's first Fair Trade Nation this year.

The Chair also welcomed Mr Daniel Hurford, Head of Policy (Improvement and Governance) of the WLGA who presented the Council with 'The Wales Charter for Member Support and Development'.

**1. MINUTES**

Submitted and confirmed as a true record, the minutes of the meetings of the County Council held on the following dates:-

- 5<sup>th</sup> December, 2013
- 27<sup>th</sup> January, 2014 (Extraordinary)

## **2. DECLARATION OF INTEREST**

The Strategic Leadership Team together with the Heads of Function for Resources and for Council Business declared an interest in Item 14 of these minutes (Pay Policy Statement), and were not present at the meeting during any discussion or voting thereon. (*Mentioned in the report*)

Councillor Jim Evans declared an interest in Item 11(2) of these minutes (employee of the Post Office) and was not present at the meeting during any discussion or voting thereon.

## **3. TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRPERSON, LEADER OF THE COUNCIL, EXECUTIVE OR THE CHIEF EXECUTIVE**

The Chairman congratulated Valley Primary School pupils on their success with the song they recorded for their Christmas Show. That video had been seen by a large number of people around the world on YouTube and he was sure that all the children were delighted with having taken part in something so special and unforgettable. The Chair also thanked teacher Mr. Iolo Evans for his work helping them with the recording, congratulated them again on their success and looked forward to hearing the next song.

Before Christmas, pupils and staff of Ysgol y Graig, Llangefni had the pleasure of being part of a carol competition held annually by the S4C television programme Pnawn Da/Good Afternoon. The aim of the competition was to urge staff and primary school pupils in Wales to compose and record brand new carols. The school took advantage of the opportunity and began the work in November to create a record of the new carol Daeth y Dolig/Christmas is Here by Miss Catrin Angharad Roberts, a member of staff. The judges were Rob Nicholls and Sioned James, and they had the task of drawing a short list of 10 carols from the 35 that had entered the competition.

The carol recorded by Ysgol y Graig was judged to be one of the top ten. A television crew came to the school to film and record the carol, an unforgettable experience for the children of the junior choir and staff. The carol was broadcast with the other 9 carols over a two week period before Christmas 2013 and it was announced on the last Friday of the term that Ysgol y Graig's carol had won the competition.

We cannot over-emphasise the joy and excitement of the children on the day that the announcement was made and it was all a perfect ending to a hugely successful year. The staff of the school would like to thank everyone for their congratulations and that it was a pleasure to represent Anglesey in such a national competition.

Congratulations were also extended for the sweeping success of Beaumaris Junior Band in the British Junior Bands Championship 2014 held at Blackpool recently. Each band was expected to have a varied programme of music lasting half an hour

and Beaumaris performed a programme that was Celtic in nature. There were 11 junior bands (under 18 years of age) competing. When the results were announced, Beaumaris had won the following:-

Trophy and British Junior Band Championship Prize 2014  
Championship Best Euphonium Section Trophy  
Best Soprano Cornet in the Competition  
Trophy for the Best Choice of Music Programme in the Championship  
Trophy for the Best Soloist in the Championship (Pippa Scourse)  
Trophy Competition's Best Conductor (Gwyn Evans)

This was certainly an occasion to celebrate and to remember a group of very talented and conscientious young people who were trained by a number of people who were very willing to give their time.

The Chairman mentioned that tonight he would be attending a performance by Alleni Mon from the Music Show 'Y Ffordaith Fawr/The Sea Journey' at Beaumaris Leisure Centre.

Alleni was a community group that offered a taste of every aspect of Theatr work for children and young people from all parts of Anglesey. It was established in August 2012, and this year they had been fortunate enough to be able to work under the direction of Tim Baker and Emyr John from Theatr Clwyd, as well as the usual team of tutors – Helen Barton from Holyhead and Nia Evans from Talwrn who taught them weekly.

The show 'Y Ffordaith Fawr/The Big Sea Journey' took us back 100 years to follow the story of Mari and Tomos, and it led us along a path of rural life in Wales to the horrors of a workhouse and then on to a sea journey full of hope to America.

On a sadder note, on Saturday 1<sup>st</sup> February, the death was announced of former Council Member William Emyr Jones, Gaerwen, who was a member of the County Council between 1999-2004. Emyr would be remembered for his work for the Llanfihangel Esceifiog ward and for his contribution over the years in the field of agriculture. Sympathy was extended to his wife Olwen and the family in their loss.

The Chair also sympathised with the ex-member of the Assembly and ex-Leader of Plaid Cymru, Mr. Ieuan Wyn Jones on his sad loss following the death of his wife Eirian Llwyd. Originally from Prion near Denbigh, she worked to promote the place of women in politics in the 80's, ensuring a more prominent place for women on the committees of Plaid Cymru. She was also responsible for establishing the Rhyl Branch of Womens Aid in the 1970's and 80's. After a change of career, she established her company 'The Original Print Place' which brought original prints by a number of leading Welsh artists to the attention of a wider audience.

Deepest condolences were sent to Ieuan, to the children Gerallt, Gwenllian and Owain and all her family in their huge loss in losing a dear wife, mother and grandmother.

Condolences were extended to Councillor Victor Hughes and his wife Margaret who had suffered a bereavement recently. On the other hand, they had received good news upon being grandparents once again.

Condolences were also extended to any Member of the Council or staff who had suffered bereavement. Members and Officers stood in silent tribute as a mark of their respect.

#### **4. MINUTES FOR INFORMATION - IMPROVEMENT AND SUSTAINABILITY BOARD**

Submitted for information, the minutes of the meeting of the Anglesey Improvement and Sustainability Board held on 26<sup>th</sup> November, 2013.

**RESOLVED to note the contents of the minutes.**

#### **5. PRESENTATION OF PETITIONS**

None received.

#### **6.1 MEDIUM TERM BUDGET STRATEGY, BUDGET, COUNCIL TAX, TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2014-15**

Councillor H Eifion Jones, Portfolio Holder for Finance presented the Executive's proposals for a medium term revenue budget strategy, interim capital plan and revenue and capital budgets for 2014/15.

He thanked the Head of Function (Resources) and her staff for their work in preparing the budget under difficult financial circumstances. He thanked the Chief Officers and the Political Groups who responded positively to the challenge and also to the Shadow Portfolio Holder, Councillor John Griffith for his support. The challenge next year would be greater still and it was intended to commence the budget and consultation process far earlier than had been the case this year.

Reported – That the Executive's final budget proposals for 2014-15 were contained as follows:-

- *Table A – Medium Term Revenue Budget Strategy*
- *Table B – Revenue Budget 2014-15 and change from 2013-14*
- *Table C – Capital Budget 2014-15*
- *Table CH – Prudential and Treasury Indicators*

The following details were provided within the Executive's report with regard to following the details of the Budget Procedure Rules:-

- if the Council had adopted a budget strategy, whether the proposed annual budget conformed to that strategy, and details of any departures;
- the proposed Council Tax for the year;
- any proposed transfers to or from financial reserves;
- a summary of proposed expenditure by service;



- details of significant changes to service delivery implied by the budget;
- the extent to which the proposals took account of reports of Committees;
- the extent to which the proposals took account of any consultation that had been undertaken;
- details of any other significant differences between the initial and final proposals
- the Executive's proposals for virement provisions during the year;
- proposals for borrowing;
- any other statutory matters to be decided by the full Council.

Councillor John Griffith, Shadow Finance Portfolio Holder thanked Councillor H.Eifion Jones and the Head of Function (Resources) and her team for their valued contribution in preparing the budget. This had been a very difficult budget bearing in mind all the implications for Departments, staff, services and the ratepayers. A 5% cut to the budget equated to some £7.5m less to spend on services in the coming year.

Although supportive of the budget, he did have some concerns as there were numerous references in previous reports to the number of risks that could impinge upon the proposed budget. There was for example no certainty that some of these savings proposals would commence on 1<sup>st</sup> April which would entail immediate pressure to keep within budget. He felt it to be imperative that the Council should prepare for the 2015-16 budget in good time and that the consultation period should commence far earlier than had been the case.

He paid reference to the following matters of concern to him within the budget:-

- the condition of the highway network on the Island, especially in rural areas;
- the intention to raise parking fees and seasonal tickets which would affect the elderly and have an impact upon trading;
- bus service cuts which would affect those parts of the community that were unable to afford cars;
- the need to continue funding CCTV cameras as they brought peace of mind to residents and business people and in preventing anti-social behavior;
- pleased to hear that the proposal to reduce the school admission age would not be implemented this September and that the LEA would be consulting further on their long term plans in this respect;
- the need to claw back the amount of borrowing and thus reduce the resultant interest costs to the Authority.

The Leader thanked the Shadow Executive for their assistance in the preparation of the budget. Next year there would be even more difficult decisions to make and to this end dates had already been pencilled in to commence discussion on the 2015-16 budget. It was also hoped to commence the period of consultation in October which would then give sufficient time to scrutinise the budget proposals.

## **6.2 MEDIUM TERM BUDGET STRATEGY, BUDGET, COUNCIL TAX, TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2014-15 - STATUTORY MATTERS**

Submitted - A report by the Head of Function (Resources) and S.151 Officer dealing with statutory matters relating to the budget.

Reported – That in order to adopt its budget for the year 2014-15 and to determine the level of Council Tax for the year, the County Council was required to adopt a formal resolution which dealt in some detail with all connected matters. The Executive had recommended a proposed Council Tax increase of 4.5% which equated to a Band D property of £981.41. (a rise of £0.81p per week)

As it considered the Executive's proposed budget, the Council should also consider and take account of the report from the S.151 Officer since it dealt with statutory matters and other matters required to complete the advice on the budget. The draft budget resolution was intended to give effect to the Executive's proposals and take account of this advice.

The report before Council today dealt with the Robustness of Estimates (Para 2), Adequacy of Reserves (Para 3), Achieving the Budget (Para 4), Prudential Code and Treasury Management (Para 5) and the formal levies (Para 6).

It also noted that having regard to the Budget Strategy, to economic projections and to the reported position on robustness of estimates and adequacy of reserves, the S.151 Officer's recommendation was that the increase in Council Tax for 2014-15 should be no lower than 4.5% and that the target level of general balances should be no lower than £5m.

The Treasury Management Strategy for 2014-15 as submitted to the Audit Committee and Executive (as amended) was included this year in the Annex to this report and it was proposed and seconded that the Treasury Management Strategy and allied documents for 2014-15 be accepted.

## **6.3 MEDIUM TERM BUDGET STRATEGY, BUDGET, COUNCIL TAX, TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2014-15 - FORMAL RESOLUTION**

Considered - The formal resolution as enclosed in the report of the Head of Function (Resources).

Following consideration of the papers as a single package and the observations made at today's meeting, a vote was taken on the matter and the final budget proposed by the Executive for 2014-15 was carried.

### **DRAFT COUNCIL TAX RESOLUTION**

#### **1. RESOLVED**

- (a) Pursuant to the recommendations of the Executive, to adopt the Medium Term Financial Plan at Table A, as a Budget Strategy within the meaning given by the

Constitution, and to affirm that it becomes part of the budget framework with the exception of figures described as current.

- (b) Pursuant to the recommendations of the Executive to adopt a revenue budget for 2014/15 as shown at Table B.
  - (c) Pursuant to the recommendations of the Executive to adopt a capital budget as shown at Table C.
  - (ch) To delegate to the Head of Function (Resources) the power to make adjustments between headings in Table B in order to give effect to the Council's decisions.
  - (d) To delegate to the Executive Committee for the financial year 2014/15 the powers to transfer budgets between headings as follows:
    - (i) unlimited powers to spend each budget heading in Table B against the name of each service, on the service to which it relates;
    - (ii) powers to approve the use of service and earmarked reserves to fund one- off spending proposals that contribute to the delivery of the Council's objectives and improve services;
    - (iii) powers to vire from new or increased sources of income.
  - (dd) To delegate to the Executive Committee in respect of the financial year 2014/15 and on the advice of the Head of Function (Resources), the power to release up to £500k from general balances to deal with priorities arising during the year.
  - (e) To delegate to the Executive Committee in respect of the period to 31 March 2017, the following powers:
    - (i) powers to make new commitments from future years' revenue budgets up to amount identified under New Priorities in the Medium Term Financial Plan;
    - (ii) the power and the duty to make plans for achievement of revenue budget savings implied by the Medium Term Financial Plan;
    - (iii) powers to transfer budgets between capital projects in Table C and to commit resources in following years and consistent with the budget framework.
  - (f) To set the prudential indicators which are estimates for 2014/15 and onwards as shown at Table Ch and to confirm the limits on borrowing and investments identified as items 10,11 and 14 to 17.
  - (ff) To approve the Treasury Management Strategy for the year.
  - (g) To adopt the revised CIPFA Treasury Management Code of Practice 2011.
  - (ng) To confirm that items 1(b) to (g) become part of the budget framework.
2. **RESOLVED** to adopt and affirm for the purposes of the financial year 2014/15 the decision of the County Council on 10 March 1998 to set the discount level applicable to the prescribed Class A and prescribed Class B of dwellings under Section 12 of the Local Government Finance Act 1992 (as amended), as described by the Council Tax (Prescribed Classes of Dwellings) (Wales) Regulations 1998, as follows:
- |                    |              |
|--------------------|--------------|
| Prescribed Class A | Nil Discount |
| Prescribed Class B | Nil Discount |
3. **RESOLVED** to adopt and affirm for the purposes of the financial year 2014/15 the decision of the County Council on 6 March 2007 to set the discount level applicable to the prescribed Class C of dwellings under Section 12 of the Local Government Finance Act 1992 (as

aended), as described by the Local Authorities (Calculation of Tax Base) and Council Tax (Prescribed Classes of Dwellings) (Wales) (Amendment) Regulations 2004 as follows:-

Prescribed Class C Nil Discount

4. That it be noted that at its meeting on 28 February 1996 the Council resolved not to treat any expenses incurred by the Council in part of its area or in meeting any levy or special levy as special expenses and that the resolutions remain in force until expressly rescinded.
5. That it be noted that at its meeting on 2 December 2013, the Executive calculated the following amounts for the year 2014/15 – in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:
  - a) 30,070.64 being the amount calculated by The Executive, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995, as its council tax base for the year.

**b) Part of the Council's area**

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

being the amounts calculated by The Executive, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

6. That the following amounts be now calculated by the Council for the year 2014/15 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:
- a) £184,546,900 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (d) of the Act.
  - b) £ 56,877,142 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) and (c) of the Act.
  - c) £127,669,758 being the amount by which the aggregate at 6(a) above exceeds the aggregate at 6(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
  - ch) £ 97,158,202 being the aggregate of the sums which the Council estimates will be payable for the year into its council fund in respect of redistributed non-domestic rates, revenue support grant and specific grant, reduced by any amount calculated in accordance with Section 33(3) of the Act.
  - d) £ 1,014.66 being the amount at 6(c) above less the amount at 6(ch) above, all divided by the amount at 5(a) above, calculated by The Executive, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year.
  - dd) £ 999,930 being the aggregate amount of all special items referred to in Section 34(1) of the Act.
  - e) £ 981.41 being the amount at 6(d) above less the result given by dividing the amount at 6(dd) above by the amount at 5(a) above, calculated by the Executive, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.

f) Part of the Council's area	D
Amlwch	£ 1,037.94
Beaumaris	£ 1,006.95
Holyhead	£ 1,060.58
Llangefni	£ 1,039.91
Menai Bridge	£ 1,031.11
Llanddaniel-fab	£ 1,000.68
Llanddona	£ 995.67
Cwm Cadnant	£ 1,006.75
Llanfair Pwllgwyngyll	£ 1,008.65
Llanfihangel Esceifiog	£ 1,004.57
Bodorgan	£ 998.99
Llangoed	£ 996.68
Llangristiolus & Cerrigceinwen	£ 988.65
Llanidan	£ 1,000.86
Rhosyr	£ 1,001.74
Penmynydd	£ 995.65
Pentraeth	£ 1,011.76
Moelfre	£ 1,000.41
Llanbadrig	£ 1,006.95
Llanddyfnan	£ 995.56
Llaneilian	£ 997.99
Llannerch-y-medd	£ 999.41
Llaneugrad	£ 1,001.24
Llanfair Mathafarn Eithaf	£ 1,007.13
Cylch y Garn	£ 994.95
Mechell	£ 996.03
Rhos-y-bol	£ 994.48
Aberffraw	£ 1,006.15
Bodedern	£ 996.17
Bodffordd	£ 995.99
Trearddur	£ 1,003.81
Tref Alaw	£ 996.23
Llanfachraeth	£ 999.69
Llanfaelog	£ 999.18
Llanfaethlu	£ 1,002.68
Llanfair-yn-neubwll	£ 998.21
Valley	£ 1,004.55
Bryngwran	£ 1,006.50
Rhoscolyn	£ 993.25
Trewalchmai	£ 999.78

being the amount given by adding to the amount at 6(e) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 5(b) above, calculated by the Executive in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one of more special items relate.

**Valuation Bands**

ff) Part of the Council's Area :	A	B	C	D	E	F	G	H	I
Amlwch	£ 691.96	807.29	922.61	1,037.94	1,268.59	1,499.24	1,729.90	2,075.88	2,421.86
Beaumaris	£ 671.30	783.18	895.06	1,006.95	1,230.72	1,454.48	1,678.25	2,013.90	2,349.55
Holyhead	£ 707.05	824.90	942.73	1,060.58	1,296.26	1,531.95	1,767.63	2,121.16	2,474.69
Llangefni	£ 693.27	808.82	924.36	1,039.91	1,271.00	1,502.09	1,733.18	2,079.82	2,426.46
Menai Bridge	£ 687.40	801.98	916.54	1,031.11	1,260.24	1,489.38	1,718.51	2,062.22	2,405.93
Llanddaniel-fab	£ 667.12	778.31	889.49	1,000.68	1,223.05	1,445.42	1,667.80	2,001.36	2,334.92
Llanddona	£ 663.78	774.41	885.04	995.67	1,216.93	1,438.19	1,659.45	1,991.34	2,323.23
Cwm Cadnant	£ 671.16	783.03	894.88	1,006.75	1,230.47	1,454.19	1,677.91	2,013.50	2,349.09
Llanfair Pwllgwyngyll	£ 672.43	784.51	896.57	1,008.65	1,232.79	1,456.94	1,681.08	2,017.30	2,353.52
Llanfihangel Esceifiog	£ 669.71	781.33	892.95	1,004.57	1,227.81	1,451.04	1,674.28	2,009.14	2,344.00
Bodorgan	£ 665.99	776.99	887.99	998.99	1,220.99	1,442.98	1,664.98	1,997.98	2,330.98
Llangoed	£ 664.45	775.20	885.93	996.68	1,218.16	1,439.65	1,661.13	1,993.36	2,325.59
Llangristiolus & Cerrigceinwen	£ 659.10	768.95	878.80	988.65	1,208.35	1,428.05	1,647.75	1,977.30	2,306.85
Llanidan	£ 667.24	778.45	889.65	1,000.86	1,223.27	1,445.68	1,668.10	2,001.72	2,335.34
Rhosyr	£ 667.82	779.13	890.43	1,001.74	1,224.35	1,446.96	1,669.56	2,003.48	2,337.40
Penmynydd	£ 663.76	774.40	885.02	995.65	1,216.90	1,438.16	1,659.41	1,991.30	2,323.19
Pentraeth	£ 674.50	786.93	899.34	1,011.76	1,236.59	1,461.43	1,686.26	2,023.52	2,360.78
Moelfre	£ 666.94	778.10	889.25	1,000.41	1,222.72	1,445.03	1,667.35	2,000.82	2,334.29
Llanbadrig	£ 671.30	783.18	895.06	1,006.95	1,230.72	1,454.48	1,678.25	2,013.90	2,349.55
Llanddyfnan	£ 663.70	774.33	884.94	995.56	1,216.79	1,438.03	1,659.26	1,991.12	2,322.98
Llaneilian	£ 665.32	776.22	887.10	997.99	1,219.76	1,441.54	1,663.31	1,995.98	2,328.65
Llannerch-y-medd	£ 666.27	777.32	888.36	999.41	1,221.50	1,443.59	1,665.68	1,998.82	2,331.96
Llaneugrad	£ 667.49	778.74	889.99	1,001.24	1,223.74	1,446.23	1,668.73	2,002.48	2,336.23
Llanfair Mathafarn Eithaf	£ 671.42	783.32	895.22	1,007.13	1,230.94	1,454.74	1,678.55	2,014.26	2,349.97
Cylch y Garn	£ 663.30	773.85	884.40	994.95	1,216.05	1,437.15	1,658.25	1,989.90	2,321.55
Mechell	£ 664.02	774.69	885.36	996.03	1,217.37	1,438.71	1,660.05	1,992.06	2,324.07
Rhos-y-bol	£ 662.98	773.49	883.98	994.48	1,215.47	1,436.47	1,657.46	1,988.96	2,320.46
Aberffraw	£ 670.76	782.56	894.35	1,006.15	1,229.74	1,453.33	1,676.91	2,012.30	2,347.69
Bodedern	£ 664.11	774.80	885.48	996.17	1,217.54	1,438.91	1,660.28	1,992.34	2,324.40
Bodffordd	£ 663.99	774.66	885.32	995.99	1,217.32	1,438.65	1,659.98	1,991.98	2,323.98
Trearddur	£ 669.20	780.74	892.27	1,003.81	1,226.88	1,449.95	1,673.01	2,007.62	2,342.23
Tref Alaw	£ 664.15	774.85	885.53	996.23	1,217.61	1,439.00	1,660.38	1,992.46	2,324.54
Llanfachraeth	£ 666.46	777.54	888.61	999.69	1,221.84	1,443.99	1,666.15	1,999.38	2,332.61
Llanfaelog	£ 666.12	777.14	888.16	999.18	1,221.22	1,443.26	1,665.30	1,998.36	2,331.42
Llanfaethlu	£ 668.45	779.86	891.27	1,002.68	1,225.50	1,448.31	1,671.13	2,005.36	2,339.59
Llanfair-yn-neubwll	£ 665.47	776.39	887.29	998.21	1,220.03	1,441.86	1,663.68	1,996.42	2,329.16
Valley	£ 669.70	781.32	892.93	1,004.55	1,227.78	1,451.01	1,674.25	2,009.10	2,343.95
Bryngwran	£ 671.00	782.83	894.66	1,006.50	1,230.17	1,453.83	1,677.50	2,013.00	2,348.50
Rhoscolyn	£ 662.16	772.53	882.88	993.25	1,213.97	1,434.69	1,655.41	1,986.50	2,317.59
Trewalchmai	£ 666.52	777.61	888.69	999.78	1,221.95	1,444.12	1,666.30	1,999.56	2,332.82

being the amounts given by multiplying the amounts at 6(e) and 6(f) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Executive, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

7. That it be noted that for the year 2014/15 the Police and Crime Commissioner North Wales has stated the following amounts in a precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority		Valuation Bands								
		A	B	C	D	E	F	G	H	I
Police and Crime Commissioner North Wales	£	151.74	177.03	202.32	227.61	278.19	328.77	379.35	455.22	531.09

8. That, having calculated the aggregate in each case of the amounts at 6(ff) and 7 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2014/15 for each of the categories of dwellings shown below:



**Valuation Bands**

<b>Part of the Council's Area:</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>
Amlwch	£	843.70	984.32	1,124.93	1,265.55	1,546.78	1,828.01	2,109.25	2,531.10	2,952.95
Beaumaris	£	823.04	960.21	1,097.38	1,234.56	1,508.91	1,783.25	2,057.60	2,469.12	2,880.64
Holyhead	£	858.79	1,001.93	1,145.05	1,288.19	1,574.45	1,860.72	2,146.98	2,576.38	3,005.78
Llangefni	£	845.01	985.85	1,126.68	1,267.52	1,549.19	1,830.86	2,112.53	2,535.04	2,957.55
Menai Bridge	£	839.14	979.01	1,118.86	1,258.72	1,538.43	1,818.15	2,097.86	2,517.44	2,937.02
Llanddaniel-fab	£	818.86	955.34	1,091.81	1,228.29	1,501.24	1,774.19	2,047.15	2,456.58	2,866.01
Llanddona	£	815.52	951.44	1,087.36	1,223.28	1,495.12	1,766.96	2,038.80	2,446.56	2,854.32
Cwm Cadnant	£	822.90	960.06	1,097.20	1,234.36	1,508.66	1,782.96	2,057.26	2,468.72	2,880.18
Llanfair Pwllgwyngyll	£	824.17	961.54	1,098.89	1,236.26	1,510.98	1,785.71	2,060.43	2,472.52	2,884.61
Llanfihangel Esceifiog	£	821.45	958.36	1,095.27	1,232.18	1,506.00	1,779.81	2,053.63	2,464.36	2,875.09
Bodorgan	£	817.73	954.02	1,090.31	1,226.60	1,499.18	1,771.75	2,044.33	2,453.20	2,862.07
Llangoed	£	816.19	952.23	1,088.25	1,224.29	1,496.35	1,768.42	2,040.48	2,448.58	2,856.68
Llangristiolus & Cerrigceinwen	£	810.84	945.98	1,081.12	1,216.26	1,486.54	1,756.82	2,027.10	2,432.52	2,837.94
Llanidan	£	818.98	955.48	1,091.97	1,228.47	1,501.46	1,774.45	2,047.45	2,456.94	2,866.43
Rhosyr	£	819.56	956.16	1,092.75	1,229.35	1,502.54	1,775.73	2,048.91	2,458.70	2,868.49
Penmynydd	£	815.50	951.43	1,087.34	1,223.26	1,495.09	1,766.93	2,038.76	2,446.52	2,854.28
Pentraeth	£	826.24	963.96	1,101.66	1,239.37	1,514.78	1,790.20	2,065.61	2,478.74	2,891.87
Moelfre	£	818.68	955.13	1,091.57	1,228.02	1,500.91	1,773.80	2,046.70	2,456.04	2,865.38
Llanbadrig	£	823.04	960.21	1,097.38	1,234.56	1,508.91	1,783.25	2,057.60	2,469.12	2,880.64
Llanddyfnan	£	815.44	951.36	1,087.26	1,223.17	1,494.98	1,766.80	2,038.61	2,446.34	2,854.07
Llaneilian	£	817.06	953.25	1,089.42	1,225.60	1,497.95	1,770.31	2,042.66	2,451.20	2,859.74
Llannerch-y-medd	£	818.01	954.35	1,090.68	1,227.02	1,499.69	1,772.36	2,045.03	2,454.04	2,863.05
Llaneugrad	£	819.23	955.77	1,092.31	1,228.85	1,501.93	1,775.00	2,048.08	2,457.70	2,867.32
Llanfair Mathafarn Eithaf	£	823.16	960.35	1,097.54	1,234.74	1,509.13	1,783.51	2,057.90	2,469.48	2,881.06
Cylch y Garn	£	815.04	950.88	1,086.72	1,222.56	1,494.24	1,765.92	2,037.60	2,445.12	2,852.64
Mechell	£	815.76	951.72	1,087.68	1,223.64	1,495.56	1,767.48	2,039.40	2,447.28	2,855.16
Rhos-y-bol	£	814.72	950.52	1,086.30	1,222.09	1,493.66	1,765.24	2,036.81	2,444.18	2,851.55
Aberffraw	£	822.50	959.59	1,096.67	1,233.76	1,507.93	1,782.10	2,056.26	2,467.52	2,878.78
Bodedern	£	815.85	951.83	1,087.80	1,223.78	1,495.73	1,767.68	2,039.63	2,447.56	2,855.49
Bodffordd	£	815.73	951.69	1,087.64	1,223.60	1,495.51	1,767.42	2,039.33	2,447.20	2,855.07
Trearddur	£	820.94	957.77	1,094.59	1,231.42	1,505.07	1,778.72	2,052.36	2,462.84	2,873.32
Tref Alaw	£	815.89	951.88	1,087.85	1,223.84	1,495.80	1,767.77	2,039.73	2,447.68	2,855.63
Llanfachraeth	£	818.20	954.57	1,090.93	1,227.30	1,500.03	1,772.76	2,045.50	2,454.60	2,863.70
Llanfaelog	£	817.86	954.17	1,090.48	1,226.79	1,499.41	1,772.03	2,044.65	2,453.58	2,862.51
Llanfaethlu	£	820.19	956.89	1,093.59	1,230.29	1,503.69	1,777.08	2,050.48	2,460.58	2,870.68
Llanfair-yn-Neubwll	£	817.21	953.42	1,089.61	1,225.82	1,498.22	1,770.63	2,043.03	2,451.64	2,860.25
Valley	£	821.44	958.35	1,095.25	1,232.16	1,505.97	1,779.78	2,053.60	2,464.32	2,875.04
Bryngwran	£	822.74	959.86	1,096.98	1,234.11	1,508.36	1,782.60	2,056.85	2,468.22	2,879.59
Rhoscolyn	£	813.90	949.56	1,085.20	1,220.86	1,492.16	1,763.46	2,034.76	2,441.72	2,848.68
Trewalchmai	£	818.26	954.64	1,091.01	1,227.39	1,500.14	1,772.89	2,045.65	2,454.78	2,863.91

**6.4 MEDIUM TERM BUDGET STRATEGY, BUDGET, COUNCIL TAX, TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS 2014-15 - AMENDMENTS TO THE BUDGET**

No amendments received.

## **7.1 CHANGES TO THE COUNCIL'S CONSTITUTION - WHISTLEBLOWING POLICY**

Reported - That the Executive upon consideration of the above at their meeting on 17<sup>th</sup> February, 2014 had resolved as follows:-

*“To recommend to the County Council that it amends the Whistleblowing Policy contained in the Constitution in the manner indicated in the appendix to the report and to authorise the Monitoring Officer to make any consequential amendments to the Constitution.”*

**RESOLVED to endorse the recommendation of the Executive in this report.**

## **7.2 CHANGES TO THE COUNCIL'S CONSTITUTION - PRESIDING MEMBER**

Reported - That the Executive upon consideration of the above at their meeting on 17<sup>th</sup> February, 2014 had resolved to recommend to the County Council that it does not proceed in this respect.

**RESOLVED to endorse the recommendation of the Executive in this respect.**

## **8. ABERFFRAW CONSERVATION AREA CHARACTER APPRAISAL**

Reported -That the Executive upon consideration of the above at their meeting on 13<sup>th</sup> January, 2014 had resolved:-

*“to recommend to the County Council that it approves the Aberffraw Conservation Area Character Appraisal for adoption as Supplementary Planning Guidance (SPG)”.*

**RESOLVED to endorse the recommendation of the Executive in this respect.**

## **9. TIMING OF MEETINGS**

Submitted - The report of the Interim Head of Democratic Services requesting Council to confirm future arrangements having considered the views of certain committees on the timing of meetings.

Councillor Ann Griffith stated that she could not accept the report as she considered the process was fundamentally flawed. Many of the new Councillors had been attracted to putting themselves forward for election on the basis that this was a Council committed to equal opportunities and diversity. For the first time younger working Councillors had been elected and if this Council genuinely wanted to attract representatives from all walks of life and with differing responsibilities at the next election then this matter needed to be looked at again to ensure true democracy. She suggested that the Commission for Equal Opportunities and other Councils far and wide be approached for advice and ideas and requested the Council to look at this matter again as soon as possible.

**RESOLVED that there be no change to the present timing arrangements for meetings of both Scrutiny Committees and the Planning and Orders Committee.**

**10. OUTCOME AGREEMENT**

Reported by the Chief Executive - That on 13<sup>th</sup> January, 2014, the Executive considered an urgent report by the Business Planning and Programme Manager on new arrangements for the Outcome Agreement for 2013-16 and seeking Executive endorsement of the new agreement for 2013-16 based on final Welsh Government guidance. This matter was dealt with as an urgent matter in view of the need to finalise matters with the Welsh Government as soon as possible and was therefore not subject to call-in.

**RESOLVED to note the contents of the report.**

**11. MOTION RECEIVED PURSUANT TO RULE 4.1.2.2.1.2 OF THE CONSTITUTION**

(1) Submitted - The following Notice of Motion by Councillor A.Morris Jones, countersigned by Councillors Bob Parry,OBE, Jeff Evans, K.P.Hughes and Nicola Roberts:-

*“As a response to the Williams Review, we the undersigned call on the County Council to use every avenue possible to promote why a local government decision making body should be retained on Ynys Mon.”*

At the meeting, Councillor A Morris Jones stated that he and his co-signatories had decided to withdraw the above Notice of Motion in light of the recent statement by the First Minister that any local authority boundary changes were unlikely before the next Assembly election. The First Minister had also ruled out meeting the Williams Commission deadline for agreeing a way forward by Easter and that he wanted a cross-party agreement on the future Council map by the summer. Further progress would only be through voluntary mergers and policies in party manifestos.

The Leader stated that as there was no concensus in Cardiff on the matter, this Authority would not be volunteering to merge with Gwynedd at present but would continue to monitor the situation.

(2) Submitted - The following Notice of Motion by Councillors Dylan W Rees, Bob Parry,OBE and Nicola Roberts:-

*“We, the undersigned, call upon the Isle of Anglesey County Council, to consider inviting senior representatives of the Post Office to appear before a meeting of the full Council to explain their plans for franchising the Crown Post Offices at Holyhead and Llangefni.*

*As part of their Transformational Plans, the Post Office are seeking to franchise 73 Crown Post Offices across the country including Holyhead and Llangefni. Local inhabitants are very unhappy with these plans and large petitions have been signed in both areas opposing the proposals. We believe that because of the importance of*

*this issue, all Councillors should be given the opportunity to scrutinise the Post Office's plans."*

The Chief Executive mentioned an officer from the Crown Post Office had visited him on 8<sup>th</sup> July, 2013 to discuss their proposals for the Island. That information was then conveyed to a meeting of Political Group Leaders on 12 September, which concluded that these proposals were a matter more appropriate for the Town and Community Councils to consider rather than calling an extraordinary meeting of this Council.

**RESOLVED to agree to such request and that the Chief Executive be requested to make the necessary arrangements as regards inviting senior representatives from the Post Office to address the Council.**

## **12. DELEGATIONS**

Submitted for information, a report by the Chief Executive setting out any changes to the scheme of delegation relating to the Executive functions made by the Executive or the Leader since the last Ordinary meeting (Rule 4.4.1.1.2 of the Executive Procedure Rules of the Constitution refers).

## **13. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from 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.**

## **14. PAY POLICY STATEMENT 2014-15**

Reported by the Portfolio Holder – That a letter had been received on Tuesday from the Welsh Assembly, the contents of which might have an effect upon the report before Council today. As the Head of Profession –Human Resources had not yet had the opportunity to consider its contents, it was suggested that the report be deferred until an extraordinary meeting of the County Council to be held on 27<sup>th</sup> March, 2014.

**RESOLVED to defer consideration of the matter until the extraordinary meeting of the County Council to be held on 27<sup>th</sup> March, 2014.**

The meeting concluded at 3.40 pm

**COUNCILLOR G O JONES  
CHAIR**

# EXTRAORDINARY MEETING OF THE ISLE OF ANGLESEY COUNTY COUNCIL

## Minutes of the meeting held on 27 March 2014

- PRESENT:** Councillor Gwilym O Jones (Chair)  
Councillor Raymond Jones (Vice-Chair)
- Councillors R Dew, Jim Evans, Ann Griffith, Vaughan Hughes, Victor Hughes, W T Hughes, Llinos Medi Huws, A M Jones, Carwyn Jones, R Meirion Jones, R LI Jones, Alun W Mummery, R G Parry OBE, Dylan Rees, J A Roberts, P S Rogers, Alwyn Rowlands and Ieuan Williams
- IN ATTENDANCE:** Chief Executive  
Deputy Chief Executive  
Director of Lifelong Learning  
Director of Sustainable Development  
Head of Function (Resources)  
Head of Function (Council Business)  
Head of Environmental & Technical Services  
Head of Profession (Human Resources)  
Interim Head of Democratic Services  
Principal Waste Management Officer (MPE)  
Committee Services Manager
- APOLOGIES:** Councillors Lewis Davies, Jeffrey M Evans, John Griffith, D R Hughes, K P Hughes, T LI Hughes, H E Jones, Richard Owain Jones, Nicola Roberts and Dafydd Rhys Thomas

### 1. DECLARATION OF INTEREST

The SLT together with the Head of Function (Council Business) and the Head of Function (Resources) declared an interest in Item 7 of these minutes (Pay Policy Statement) and were not present at the meeting during any discussion or voting thereon. *(Mentioned in the report)*

### 2. TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRPERSON, LEADER OF THE COUNCIL OR THE CHIEF EXECUTIVE

#### THE CHAIR'S ANNOUNCEMENTS

The Chair congratulated Gwenda Williams (Unit Support Team Leader, Economic Development) for being recognised as the Apprentice of the Year – Overall Best Achievement (Business Administration, Customer Service and Retail) by Coleg Menai.

Their 2014 Apprenticeship Awards Ceremony was held at the Celtic Royal Hotel, Caernarfon (Sponsored by Horizon Nuclear Power). Apprentices from a breadth of disciplines were recognised for their learning achievements.

Gwenda recently completed the NVQ Business Administrations course, and was recognised for her dedication, hard work, and consistent high standard of work. The NVQ was achieved in a period of 8 months, whilst still maintaining an effective work life balance, and her usual exceptional standard of professionalism and outputs in the work place.

The Chair also read out the list of those persons who had also been successful at the Awards Ceremony.

Congratulations were also extended to Mr Edmund Seymour Bailey, DL, Fferm Plas y Bryn, Llanbedr, Gwynedd, who had been appointed by the Queen as the Lord Lieutenant for Gwynedd, taking over from His Honour Huw Morgan Daniel, who would be retiring on 16 April 2014 following 8 years in the post.

He was High Sheriff between 2012-13 and we had the pleasure of meeting him at that time in one or two civic occasions held here in Anglesey.

The Council wished Mr Edmund Bailey well in the post and of course wished a happy retirement to Mr Huw Morgan Daniel.

Congratulations also to Mr David Lea-Wilson from the Halen Môn Company, who had been appointed High Sheriff for the forthcoming year.

The Chair sympathised with any member of the Council or staff who had suffered bereavement. Members and Officers stood as a mark of their respect.

### **3. TREASURY MANAGEMENT**

Submitted - A report by the Head of Function (Resources) on the Treasury Management Strategy: Mid-Year Review Report for 2013/14. This report was presented to Council in order to comply with the recommendations of the CIPFA Code of Practice on Treasury Management.

The Council had resolved that the Audit Committee be responsible for scrutiny of treasury management matters and that Committee considered the contents of the report at its meeting on 11 December, 2013 and resolved to accept and note the contents of the report.

**RESOLVED to note the contents of the report which has also been scrutinised by the Audit Committee.**

### **4. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt**

**information as defined in Schedule 12A of the said Act and in the attached Public Interest Test.**

**5. NORTH WALES RESIDUAL WASTE TREATMENT PROJECT**

Submitted - The report of the Head of Environmental and Technical Service on the procurement process for the preferred bidder for the North Wales Residual Waste Treatment Project.

Reported that the Partnership and Regeneration Scrutiny Committee had considered the report on 13<sup>th</sup> March, 2014 and had resolved to “accept the report and the recommendations contained therein”. The Executive on 17<sup>th</sup> March, 2014 also considered the report and had resolved “to recommend to the County Council that it endorses the recommendations contained within the report”.

Councillor Ann Griffith raised a question and suggested an alternative strategy but no amendment was put up.

**RESOLVED to endorse the recommendations contained within the report.**

**6. EXCLUSION OF THE PRESS AND PUBLIC**

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

**7. PAY POLICY STATEMENT 2014-15**

Reported by the Head of Profession (Human Resources) - That the Localism Act 2011, required English and Welsh Authorities to produce and publish a pay policy statement for each financial year. The Act required Authorities to develop and make public their pay policy on all aspects of Chief Officer Remuneration. In the interests of transparency and accountability, the Council had chosen to take a broader approach and produce a policy statement covering all employee groups, with the exception of school teachers as their remuneration was not within local authority control.

The Council published its first pay policy statement in 2012 and minor amendments to reflect current Council Strategy had been incorporated into this year’s report.

Councillor Aled Morris Jones asked the Officer to explain why this report was being received as an exempt item.

The Monitoring Officer explained that the Guidance from the Welsh Government recommended that discussion on this item take place in public.

However, the report had been marked as an exempt item in order to provide Members with appropriate flexibility.

That is to say that once approved, the policy will go on the Council website and that Members are being asked to confirm that it is an accurate reflection of the policy in place. If Members want to limit themselves to that discussion, then it would be appropriate to discuss in public.

However, if Members want to discuss individual posts or groups of posts then they will need to do so in a closed session; acknowledging that changes to terms and conditions of employment cannot be made at this meeting but need to go through the appropriate process.

The substance of the policy with regard to Chief Officer pay was discussed by Members in some detail.

The advice of Human Resources stated that the document was one that had been agreed by full Council back in 2011 during the time of the Commissioners and remained in force unless the Council determined otherwise.

**RESOLVED to endorse the Pay Policy Statement attached to the report as the Council's Pay Policy Statement for 2014-15.**

**8. EXCLUSION OF THE PRESS AND PUBLIC**

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

**9. EQUAL PAY**

Submitted - A verbal progress report by the Portfolio Holder, confirming that matters were progressing to schedule.

**RESOLVED to note the progress report and that where further specific decisions needed to be made, authority be given to the Chief Executive in consultation with the Group Leaders, Portfolio Holder for Human Resources and the Head of Profession (Human Resources).**

The meeting concluded at 11.15 am

**COUNCILLOR G O JONES  
CHAIR**



<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>22.4.14</b>
<b>Subject:</b>	<b>Annual Delivery Document 14/15</b>
<b>Portfolio Holder(s):</b>	<b>Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Bethan Jones</b>
<b>Report Author:</b> Tel: E-mail:	<b>Gethin Morgan</b> <b>752111</b> <a href="mailto:GethinMorgan@anglesey.gov.uk">GethinMorgan@anglesey.gov.uk</a>
<b>Local Members:</b>	

<b>A –Recommendation/s and reason/s</b>
<p>The Committee is asked to accept and recommend for adoption the Annual Delivery Document for 14/15 by full Council at their meeting on the 8<sup>th</sup> of May, 2014. For the purposes of clarity the Annual Delivery Document is otherwise known as the Improvement Plan (outlined in the Constitution).</p>

<b>B – What other options did you consider and why did you reject them and/or opt for this option?</b>
<p>No other options were considered as it is part of the Policy Framework which identifies the need for such a document to be adopted by Full Council.</p>

<b>C – Why is this a decision for the Executive?</b>
<p>This is a decision for the Executive as it outlines the main areas for improvement and delivering the council’s corporate priorities during 2014-15 which discharges our duty for continuous improvement under the Local Government Measure – Wales and the ‘Wales Programme for Improvement’.(2009, 2011)</p>

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

<b>D – Is this decision within the budget approved by the Council?</b>
Yes

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	Agreed with operational direction for 14/15
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	To be presented to corporate Scrutiny Committee on April 17 <sup>th</sup> and thereafter a verbal feedback will be given by the Portfolio Holder to the Executive
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	

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

<b>F - Appendices:</b>
Annual Delivery Document 2014/15

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

Corporate Plan 2013-17 as adopted by full Council in December 2013



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

**Isle of Anglesey County Council  
Annual Delivery Document 2014/15  
(Improvement Plan)**

# ANNUAL DELIVERY DOCUMENT 2014-2015

## INTRODUCTION

The **aim** for Anglesey Council as stated in our 2013-2017 Corporate Plan is that by 2017 –

**“We will be a professional and well-run council, innovative and outward looking in our approach, committed to developing our people and partnerships in order to deliver efficient and effective services of good quality, that are highly valued by our citizens”**

In order to achieve that aim, as a Council we will need to transform our services. An essential part of transforming our Council is listening to what our citizens, service users and businesses think – and acting on it. Some of the most far-reaching engagement and consultation we have ever undertaken helped to create our Corporate Plan.

During the engagement and consultation exercises since 2012, citizens were asked their views about which Anglesey County Council services were most important to them, and which they felt weren't as important. Across demographics, geographies and different consultation mechanisms the overwhelming and consistent priorities are:

- Supporting the most vulnerable
- Developing the Economy
- Raising the standards of and modernising our schools

These priorities are the basis of the focus areas in our Corporate Plan which sets out our strategic intention over the next 3 years.

This document outlines how we will now deliver on our promises over the forthcoming twelve months (2014/15) and demonstrates our willingness and drive to discharge our duty of continuous improvement as expected of Local Authorities under the Welsh Government measure 2009.

We will continuously monitor the delivery of the following themes and outcomes through our established performance management processes and procedures, inclusive of regular monitoring of performance indicators and other supporting information.

## That We Transform Older Adult Social Care

People are living longer and as such, we expect to see an increase in the number of people over 85 living on the Island over the next 10 years. The Isle of Anglesey has one of the highest older people's population in Wales. There is also an increase in the number of people with long-term complex conditions including dementia. In order to provide the necessary level of support required to meet the growing complexities in demand (in terms of both finance and workforce) the Council recognises that it needs to change the way it delivers adult social care to ensure that they are sustainable now and will remain so for future generations. In order to begin that transformational process, we will be undertaking the following during 2014/15.

### **How will we do this in 2014/15?**

**We will develop and establish in collaboration with partners 2 extra care housing schemes in the North and centre of the Island with planning for a further extra care housing scheme in the South of the Island by :**

- **Identifying suitable sites and development partners and agreeing a service model and design for Extra Care in collaboration with local community needs**
- **Ensuring that Plans, including necessary permissions, are in place for building to commence for Extra Care Housing**
- **Implementing the most financially viable option for Llawr Y Dref, Llangefni as identified by an Options Appraisal**
- **Identifying the development possibilities and site for Extra Care in the South of the Island**

**Improve the range and availability of community based services for older people which will reduce the reliance and need for residential care homes by:**

- **Agreeing a clear strategy and plan for enabling older people to stay at home for longer, as identified through the 'No Place Like Home' Strategy**
- **Developing, agreeing and beginning to implement the 'Community Hub' model by December 2014, in which the broad range of support and services that are provided by local (and often informal) communities are enhanced and "joined up" so that improved support and care is provided by and through the community that is local to the older person in need.**

**Re-develop our re-ablement service to support and help people to get better and regain independence using support plans which are outcome based by:**

- **Developing and embed a re-ablement programme that enables people that need care and support to remain or return to their own home and move out of hospital or other care settings.**
- **Improving integration of re-ablement service with all parts of the provision which meets the care and accommodation needs of older people**

**In partnership with the Health Board, develop joint service delivery and management in particular in relation to dementia, older people services in general and support for carers by**

- **Developing a project that enhances provision of Dementia support services by reviewing threshold arrangements and agreeing, by July 2014, a project plan for actions that will improve services and joint working with Health**
- **Undertaking an audit of family carers and the support they require, by October 2014**

# Regenerate Our Communities and Develop the Economy

The Council aspires to a future where local communities, social enterprises, businesses and the public sector come together to agree and progress regeneration priorities, and work in partnership to utilise the proposed economic investment to improve quality of life. In order to do this, we'll need to think creatively, pool resources and work collaboratively to improve the lives and opportunities of local people.

The economy is a significant issue for many with new job creation seen as critical by our citizens to provide a sound base for improving quality of life. Whilst it is acknowledged that the private sector is the main economic driver and wealth creator on the Island, the Council has a role in establishing an environment for growth where local businesses can grow and new businesses can be established and flourish.

The Energy Island Programme and recently designated Enterprise Zone status provides a once in a generation opportunity to create substantial new jobs as a result of the planned investment and growth potential of the low carbon energy sector. The Council will look at developing schemes which increase employment opportunities for young people, improve infrastructure and support the supply chain. In addition the Council will also continue to support and develop other key sectors, such as tourism, which drive the Island's economy.

## **How will we do this in 2014/15?**

**Work with the Welsh Government and other partners to strengthen the competitiveness of the island's economy by improving infrastructure, skills availability and supporting local companies by**

- **Maximising external European and domestic funding (including 2014-2020 EU Structural and Rural Development Plan funds) to capitalise upon regeneration and investment opportunities by developing 15 new business cases in collaboration with others in Strategic Infrastructure, Sites and Premises, Physical Regeneration, Tourism and Business Support**
- **Influencing, promoting and co-ordinating business and enterprise support activities – inclusive of supporting 18 existing and new businesses and creating 25 new jobs in small and medium sized enterprises (employing less than 250 people) through the Local Investment Fund**
- **Enhancing and developing existing and new strategic infrastructure and business sites and premises, including construction of 4 new business units in Llangefni to address lack of investment in premises on Anglesey**



- Ensuring Anglesey capitalises fully from the Welsh Government Enterprise Zone designation by responding to all inward investment requests

Have through its destination management plan support for the visitor economy by working with partners to promote Anglesey's image and distinctive strengths by:

- Developing and promoting Anglesey's image and distinctive strengths by attracting 250,000 unique users visiting VisitAnglesey.com and 95,000 unique users visiting AngleseyHeritage.com.
- Supporting strategic tourism events and implementing projects which include -
  - the improvements of circular walks / cycle routes
  - enhancements to mobile phone apps through digital technology
  - continued promotion and marketing of Geo Môn
  - Tour de Mon, Wales Bike Festival, Anglesey Sandman Triathlon, Gwyl Gardd Goll (music festival), Sea Food Festival, Copper Fest, Miwsig Moelfre and SeeMor Film Festival
- Developing the island's Cruise economy by welcoming 15 Cruise ships to the Port of Holyhead
- Implementing further capital improvement schemes at Porth Dafrach, Trearddur Bay, Rhosneigr, Cemaes, the Menai Strait & the provision of Water sports taster sessions as part of our Coastal Environment project
- Leasing 400 annual moorings and registering 1,000 boats and personal watercraft
- Providing safe, effective and co-ordinated service to meet the needs of the Island's coastal communities and visitors through completing infrastructure improvements at Holyhead Fish Dock

Work with partners to overcome infrastructure constraints (for example broadband width and mobile technologies) to enable development, investment and job creation by

- Collaborating with project developers and other public sector organisations to invest in competitive people, business and infrastructure to capitalise upon local and regional opportunities for jobs, growth and prosperity
- Securing skills and resources to modernise infrastructure in support of low carbon energy developments and raise awareness of potential employment opportunities to attract people back to Anglesey, and ensure that the local workforce and young people have the appropriate skills and abilities by preparing local businesses to capitalise on the opportunities of major developments

- Preparing the Anglesey Infrastructure Prospectus to outline future requirements and improvements and securing improved services to priority Enterprise Zone sites
- Securing the Llangefni – Gaerwen Link Road planning consents - a new route to improve linkages and connectivity between Bryn Cefni Business Park and Coleg Menai that should also open up significant new areas of employment land

Effectively undertake our planning responsibilities in relation to all major projects on Anglesey, ensuring that potential negative impacts are lessened and positive community benefits maximised by

- Identifying, defining and developing the IACC's major energy legacy aspirations (statutory and non-statutory – e.g. Horizon Nuclear Power and Celtic Array) and secure resources from Planning Performance Agreements with major developers to enable contributions to the statutory planning process in an informed and timely manner
- Ensuring that New Nuclear Build Supplementary Planning Guidance at Wylfa is formally adopted by the County Council
- Preparing and implementing the Energy Island Programme Communication Strategy and Delivery Plan and continuing collaboration with the Department for Energy and Climate Change and the Welsh Government

Work with the University to develop a science park in the South of the Island adding-value to the proposed energy developments, create jobs and diversify the local economy by;

- Supporting Bangor University to develop their Science Park and establish a North Wales Marine Energy Programme

Drive community regeneration and develop holistic town and community plans for the island's main settlements, prioritising Holyhead, Llangefni and Amlwch by

- Effectively implementing the Holyhead Vibrant & Viable Places Regeneration Programme and agreeing outcomes with Welsh Government.
- Developing Physical regeneration business cases for Llangefni and Amlwch following robust options appraisals to identify priority physical, social and environmental regeneration activities to address the specific needs and requirements of both towns
- Developing a robust understanding of all Isle of Anglesey County Council assets and services that could be transferred / outsourced to partner organisations

## Improve Education, Skills and Modernise our Schools

The Council wants every child, every young person, every learner, wherever they are, irrespective of background and circumstance to achieve their full potential and be prepared to play an active role as future responsible citizens and community champions. In order to realise this, and to contribute to the Welsh Government's ambitious vision for education in Wales, we accept that we need to raise the standard of education in Anglesey. In this respect an accepted priority for the Council is to challenge current thinking, encourage innovation and develop a school infrastructure that will drive up standards of teaching and attainment, reduce surplus places, improve educational outcomes for children and young people and be responsive to our socio-economic and community improvement programme.

### How will we do this in 2014/15?

#### Continue to raise the standards in educational attainment rates and attendance by

- **Applying the Partnership Agreement consistently and target support and challenge for specific schools to ensure that they are accountable for improvements and make suitable use of all available data to agree challenging targets for all primary and secondary schools.**
- **Ensuring that all schools are clear on the actions to be taken to increase the level of challenge to more able and talented learners.**
- **Revising processes to standardise end of Foundation Phase and KS2 assessments in primary schools.**
- **Ensuring that all schools have appropriate plans in place to make effective use of reading age data and knowledge of effective practice to improve reading standards, and that the Authority makes effective use of reading age data to challenge individual schools.**
- **Developing the Scrutiny Committee's role in Education and 'schools causing concern', and ensuring that Governing Bodies fulfil their statutory functions in relation to acting as a critical friend to challenge Headteachers.**

#### Develop and agree a school modernisation strategy to guide long term decisions which will include opening our special needs school – Canolfan y Bont and the provision of 2 new area primary schools by

- **Developing, consulting and adopting a comprehensive and ambitious Schools' Modernisation Programme.**
- **Officially opening Canolfan Addysg y Bont on May 15<sup>th</sup> 2014**

- **Organising consultation events for new area schools in the Llannau (Llanfachraeth, Llanfaethlu and Llanrhuuddlad ) and Holyhead areas during the year, and submit full strategic outline cases for approval by the Executive and Welsh Government in order to progress**

**Adopt and deliver a regional skills strategy which enables Anglesey and North Wales to up-skill its workforce and align itself with future opportunities by**

- **Aligning the 14-19 skills agenda with emerging employment opportunities and the Regional Skills development strategy and ensuring that literacy and numeracy are given due attention at all key stages**

DRAFT

## We increase Our Housing Options & Reduce Poverty

Having a quality and affordable place to live is important to ensure that all our citizens live in a safe and appropriate home that allows them to gain maximum benefit for access to jobs, leisure, amenities, education and to gain associated social and economic benefits that they both desire and deserve. With major global energy companies working towards a significant investment in Anglesey we will continue to work with landlords in the social and private sector to maximise the number and quality of homes for contractors. We will also continue our efforts to develop the housing market for local people with particular emphasis being placed on working with partners to plan, develop and establish a greater number of affordable housing options for our citizens.

**In order to achieve this, we will be undertaking the following during 2014/15 -**

**Work with partners to modernise and co-ordinate the benefits advice service so as to improve independence and work towards our anti-poverty strategy and mitigate the effects of welfare reform by:**

- **Tackling poverty on Anglesey by developing an Anti-Poverty Strategy with partner agencies under the directive of the Local Service Board**
- **Establishing dedicated Welfare Reform pages on Council website and publish information leaflets on managing budgets for first time tenants (tenure neutral) to raise awareness of the support available to those in need on Anglesey**
- **Achieving 75% successful applications for Discretionary Assistance Fund who are supported and signposted by the Local Authority**

**Increase the affordable housing options island wide and bring empty homes back into use by**

- **bringing 75 Empty properties back into use via action by Local Authority**

**Explore options to support young people to enter the housing market by**

- **Assisting applicants in taking up first time buyer grants for empty properties and Anglesey Home Buy purchases**
- **Increasing the number of applicants for affordable housing registered with Tai Teg**

**Work with partners to support apprenticeship opportunities for young people by**

- **Exploring the possibility for contractors to offer apprenticeships and/or training opportunities for local people**

**Support those at risk of becoming homeless and homeless individuals to find permanent homes by:**

- **Increasing in the Number of landlords with accreditation status to provide good quality homes and management**
- **Establishing a comprehensive database of landlords operating on the island**
- **Increasing number of landlords who have accepted incentives to provide accommodation to clients referred by the Housing Services**
- **Building 23 new affordable homes**

DRAFT

## Transform our Leisure & Library Provision

Sport and leisure facilities, and the programmes of activity that use them, play a significant part in the health of the community and in increasing the self-confidence of people. We will work towards adopting a more integrated approach to wellbeing in the future which will enable the role of sport and leisure to be reviewed and re-defined. As the role of community and other groups increase in its provision, we will make sure that our leisure offer is fit-for-purpose and delivering the best value for money possible as we seek to improve the health and wellbeing of our citizens.

We want to keep our place and presence at the heart of communities with our library provision. This will mean more partnership working and shared premises, to give local people improved, simplified and seamless access to the information and services they need.

**How will we do this in 2014/15?**

**Develop and implement a medium term leisure strategy to guide decision making which will decrease the need for council investment over the life of this plan by**

- **Developing a long term Leisure Strategy and effectively manage the facilities and provision of activities at Amlwch, Holyhead and Llangefni Leisure Centres to encourage Anglesey's residents to be more active, more often**
- **Increasing attendances and participation at Leisure Centres and subsequent income generation through the introduction of a modern Leisure activity booking and payment system**
- **Improving marketing and promotion to encourage increased participation at existing outreach activities to increase attendances and improve participation**

**Interlink our indoor sports hall type facilities with our secondary school provision and explore with external community providers to run the facilities in the evening, weekends and school holidays by**

- **Considering and progressing alternative service delivery models for facilities as part of developing the long term Leisure Strategy**

**Encourage to develop and support the provision of sport and leisure activities within communities, by communities by**

- **Considering and progressing alternative service delivery models for facilities and capitalise upon the island's natural environment to deliver outdoor activity opportunities**
- **Outsourcing a number of outdoor/ community facilities in Holyhead**

- **Establishing a Programme to increase participation in outdoor pursuits**
- **Identifying new service delivery model for Llangefni Golf Course**

**Explore options and implement a revised Library provision model by**

- **Establishing and evaluating possible options for maintaining a future sustainable Library Service by planning and agreeing on a suitable model which best suits the needs of Anglesey residents within the available resources.**

**Explore options surrounding the delivery of our cultural heritage sites and implement (if applicable) new management arrangements by**

- **Assessing the best possible options for future management and promotion of all our Heritage Sites**

DRAFT



## Becoming Customer, Citizen & Community Focused

We still have a long way to go on standardising and simplifying processes and through our work with other Councils we envisage securing further efficiencies in our supporting functions and better resilience for specialist services and scarce skills. An essential part of transforming our Council will be listening to what our citizens, service users and businesses think – and acting on it. Over the past two years we have demonstrated a real commitment in improved service provision which will only get better. We will maximise our bilingual communication techniques through the use of social media such as Facebook and twitter as well as traditional face to face focus groups, citizen panels and public roadshows.

**How will we do this in 2014/15?**

**Develop, agree and sign up to a robust and valid customer charter which in particular sets out our expectation of staff in dealing with customers by**

- **Agreeing and adopting a Customer Charter following formal engagement and consultation exercises**
- **Working in partnership with Bangor University in order to recruit staff and design and adopt future working practices that best meet the needs of our customers**

**Develop and strengthen our engagement with and involvement of Anglesey citizens in the Council's decision making and accountability processes by**

- **Supporting the 4 year "Gwrandewch/Listen" Community Voices Project partnership (commenced April 2013) to increase engagement of individuals and communities of interest in the design and delivery of public services on Anglesey**

**Explore the quality of the buildings in which customers receive their service, aiming to achieve a consistent standard across the Council that presents the right image for the services available by**

- **Exploring options around the design of the main Council office building with initial focus given to the reception area with a view to create a multi-functional area based upon the standards proposed within the Customer Charter.**

**Ensure the promotion of the Welsh language and Welsh culture through the implementation of a developed Welsh Language strategy by**

- **Identifying the main priorities for the Welsh Language Strategy through regular meetings of the Welsh Language Forum**

# Transform our Information and Communication Technologies (ICT)

In transforming our services, the Council's resources will be used more efficiently and effectively to achieve targets identified and plan accordingly. The Council will become a 24/7 organisation by using channels such as websites and social media, methods already being used by our customers to access many of their other personal or business needs such as banking or shopping. This way, our customers can access what they need to, when they need to, wherever they are and in the language they prefer.

All interaction, internal and external, will be enabled electronically. Face to face and other routes will exist, for those who need it. By changing the systems it will free staff up to get on and 'do their job' within clear boundaries and using processes which are robust yet agile. Our systems will support our priorities and rigorous rationalisation will ensure that those that do not are no longer used.

## **How will we do this in 2014/15?**

### **Enable staff to access the computer systems they need securely from any location by**

- **Implementing our Smarter Working Project vision to allow members of staff to carry out their duties in a more agile manner**

### **Enable customers and citizens to communicate with the Council electronically over the web at a time and place convenient to them by**

- **Introducing a strategic 'next generation Customer Relationship Management System (CRM)' that allows customers to transact end to end, with little or no officer intervention**

### **Ensure services use technology more widely to provide more efficient and effective service delivery by**

- **Implementing the Smarter / Agile Working proposal and equip our staff with appropriate mobile devices to be able to discharge their duties in an efficient and effective manner**
- **Investigating solutions for improved remote, secure access to corporate systems and provide business support in decision making to promote automated services and self-service options when reviewing current IT solutions**
- **Actively promoting the need to establish interfaces, where possible, between different ICT systems to gain a higher return on current investment and eliminate duplicity and errors and sharing corporate assets whenever possible**

**Seek out and embrace emerging ICT technologies to meet current and future needs of the Council and the Island's citizens by**

- **Developing and delivering a robust backup solution to support the business critical IT systems which will under-pin the Authority's transformation**
- **Developing and deploying e-forms through the Authority's corporate web site to enable the citizens of Anglesey, business partners and the wider community, to communicate access and retrieve data during and outside of normal business hours.**
- **Supporting the improvement of both mobile and fast broadband network connectivity for Anglesey citizens**

DRAFT

## Further Information

To find out more about anything in this document or to make any comments please contact:

Deputy Chief Executive's Office  
Isle of Anglesey County Council  
Council Offices  
Llangefni  
Anglesey  
LL77 7TW  
tel - 01248 752111  
email - [GethinMorgan@anglesey.gov.uk](mailto:GethinMorgan@anglesey.gov.uk)

This document is available on tape, in braille and on the Council's website:  
<http://www.anglesey.gov.uk/corporateplan>

Further information may also be obtained as follows:  
Policies, plans and strategies published by the Council can be accessed at: [www.anglesey.gov.uk](http://www.anglesey.gov.uk)

The Annual Improvement Report (AIR) is available on the Council's website by clicking on this link:  
[www.anglesey.gov.uk/airwao](http://www.anglesey.gov.uk/airwao)

Audit and Inspection Reports produced by the Council's Regulators are available from their respective websites, as follows:

- Wales Audit Office:  
[www.wao.gov.uk](http://www.wao.gov.uk)
- Care and Social Services Inspectorate Wales:  
[www.cssiw.org.uk](http://www.cssiw.org.uk)
- Estyn:  
[www.estyn.gov.uk](http://www.estyn.gov.uk)

If you do not have access to the internet, or would like to obtain a document that is not listed above, please contact the Council via the contact details outlined at the top of this page.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>MEETING:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>8 MAY 2014</b>
<b>TITLE OF REPORT:</b>	<b>THE SCHEME OF MEMBER REMUNERATION FOR 2014/15</b>
<b>REPORT BY:</b>	<b>INTERIM HEAD OF DEMOCRATIC SERVICES AND HEAD OF FUNCTION RESOURCES</b>
<b>PURPOSE OF REPORT:</b>	<b>TO DETERMINE THE NUMBER OF SENIOR SALARY PAYMENTS FOR 2014/15</b>

## **1.0 Introduction**

- 1.1 The payments to members including co-opted members for 2014/15 is prescribed by the Independent Remuneration Panel (IRP) as set out in its annual report (February 2014). The main changes are set out in this report.
- 1.2 This information needs to be reported to the Council in order to confirm the number of Members entitled to a senior salary.

## **2.0 The Panel's determinations for 2014/15**

### **Basic Salary**

- 2.1 The Panel has determined that it is now appropriate to raise the basic salary for members of principal local authorities by less than 1% - from £13,175 to **£13,300** for 2014/15.

### **Senior Salaries**

- 2.2 The Council has discretion on the number of senior salaries it pays, up to the maximum set by the Panel. The maximum number of senior salaries for the Isle of Anglesey remains at 15 for 2014/15 and this figure still includes civic salaries. For 2013/14, the Council decided to allocate senior salaries to 14 office-holders.
- 2.3 Senior Salaries have now been grouped into 5 Bands (there were 4 Bands for 2013/14).
- 2.4 In the IRP's draft report, responsibility levels were proposed where each council would be able to set varied remuneration levels in determining the level of payments to committee chairs, civic heads and deputy civic heads. This was as a result of a consensus of opinion throughout the IRP's consultation that the payment of one salary rate for committee chairs did not accord with the wide variety of roles, responsibilities and workload undertaken. However, as responses to the draft report were overwhelmingly against this proposal, the IRP has determined that, for 2014/15, each individual authority, regardless of population size, must pay committee chairs, if remunerated, a Band 3 senior salary of £22,000.

<b>Senior Salaries (inclusive of Basic Salary):</b>		
<b>Band 1</b>	Leader	<b>£43,000</b>
	Deputy Leader	<b>£30,000</b>
<b>Band 2</b>	Other Executive members	<b>£26,000</b>
<b>Band 3</b>	Committee Chairs	<b>£22,000</b>
<b>Band 4</b>	Leader of largest opposition group*	<b>£22,000</b>
<b>Band 5</b>	Leader of other political group*	<b>£17,000</b>
* The "10% rule" remains unchanged		

### **Civic Heads and Deputy Civic Heads**

- 2.5 Having regard to the time, role and senior responsibilities of civic heads and deputy civic heads, the IRP has determined that (where paid) civic salaries within the three levels noted in the table below are payable and will be applied by authorities as each considers appropriate, taking account of the anticipated workloads and responsibilities.

<b>Civic Salaries (inclusive of Basic Salary):</b>	
Civic Head (Chair of Council)	<b>A - £24,000</b>
	<b>B - £21,500</b>
	<b>C - £19,000</b>
Deputy Civic Head (Deputy Chair of Council)	<b>A - £18,000</b>
	<b>B - £16,000</b>
	<b>C - £14,000</b>

- 2.6 The Council, therefore, has discretion to pay a civic salary (inclusive of basic salary) in accordance of the levels prescribed by the IRP. In 2013/14 the Chair and Vice Chair of the Council received a salary of £19,035 and £14,805 respectively inclusive of basic salary. On this basis, and following consultation with Group Leaders it is recommended that civic salaries be set at level C for 2014/15.

### **Other matters**

- 2.7 As previous years, the IRP has stipulated that:
- A member must not be paid more than one Senior Salary
  - A member must not be paid a Senior Salary and a Civic Salary
  - All Senior Salaries and Civic Salaries are paid inclusive of Basic Salary.
- 2.8 In addition, a Councillor in receipt of Band 1 and Band 2 Senior Salaries cannot receive a salary from Welsh Fire and Rescue Authority for which s/he has been appointed.
- 2.9 The IRP has determined that, where appointed, a presiding member will be remunerated at the appropriate level of a Band 3 senior salary as decided by the council – this post would count towards the maximum cap. However, the Council resolved on 27<sup>th</sup> February not to proceed in this respect.

### **Specific or Additional Senior Salaries**

- 2.10 The IRP has determined to include a provision for development posts within the Remuneration Framework. In the course of the IRP's 2013 consultation, there were

requests for greater flexibility such as including other roles for which senior salaries could be paid within the Remuneration Framework. For instance, a number of leaders requested changes to the Framework to include what they described as ‘development’ posts, which they indicated would support and assist members of the executive.

2.11 The Panel has concluded that this would be most appropriately addressed by allowing authorities to apply for specific or additional senior salaries that do not fall within the current Remuneration Framework or which could not be accommodated within the maximum number of senior salaries relating to the authority. Guidance has been issued on this aspect. However, the following principles apply as noted in the Annual Report:

- The total number of senior salaries cannot exceed fifty percent of the membership
- Applications will have to be approved by the authority as a whole (cannot be delegated)
- There must be clear evidence that the post/posts have additional responsibility demonstrated by a description of the role, function and duration
- Each application will have to indicate the timing for a formal review of the role to be considered by the authority as a whole

**Allocation of Senior Salaries for 2014/15**

2.12 It is recommended that Senior Salaries are payable to the following office holders during 2014/15:

- Chair of Council
- Vice Chair of Council
- Leader
- Deputy Leader
- Other Executive Members (5)
- Chair of 2 Scrutiny Committees
- Chair of Planning and Orders Committee
- Chair of Audit Committee
- Leader of the Largest Opposition Group

**3.0 Payments to Co-opted Members of Local Authorities**

The revised determinations for 2014/15 (incorporating those in the IRP’s Supplementary Report (August 2013) are set out below:

<b>Local authorities must pay the following fees to co-opted members (who have voting rights):</b>	
Chairs of standards committees and audit committees	£256 (4 hours and over) £128 (up to 4 hours)
Ordinary members of standards committees who also chair standards committees for community and town councils	£226 daily fee (4 hours and over) £113 (up to 4 hours)
Ordinary members of standards committees;	£198 (4 hours and over)

education scrutiny committee; crime and disorder scrutiny committee and audit committee	£99 (up to 4 hours)
---	---------------------

- 3.1 Reasonable time for pre meeting preparation is eligible to be included in claims made by co-opted members, the extent of which can be determined by the appropriate officer in advance of the meeting.
- 3.2 Travelling time to and from the place of the meeting can be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).
- 3.3 The appropriate officer within the authority can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
- 3.4 Meetings eligible for the payment of fee include other committees and working groups (including task and finish groups) or any other formal meeting to which co-opted members are requested to attend. (pre meetings with officers, training and attendance at conferences are already eligible for payment).
- 3.5 The issue of whether to introduce an annual cap for preparatory work (including training and any meetings, they are required to attend) by co-opted members has been considered. However, for practical and for administrative purposes, it is considered that it is a matter for the responsible officer of each committee to manage and authorise each claimable piece of work/meeting to be undertaken/attended in advance. It is recommended that no cap be introduced.

#### **4.0 Other Payments and Allowances**

The remainder of this report details other payments and allowances payable as prescribed by the IRP.

#### **Reimbursement of Travel Expenses for Official Business**

- 4.1 The Panel has decided there will be no charge in 2014/15 to inclusive rates. Current HMRC rates apply.

- 45p per mile – up to 10,000 miles
- 25p per mile – over 10,000 miles
- 5p per passenger per mile – passenger supplement
- 24p per mile – for private motor cycles
- 20p per mile – for bicycles

#### **Subsistence Allowances for 2014/15**

- 4.2 Reimbursement of subsistence expenses for members and co-opted members are based on the maximum rates set out below by the Panel on the basis of receipted claims.
  - £28 per day – day allowance for meals, including breakfast where not provided in the overnight charge
  - £150 London overnight
  - £95 – elsewhere overnight
  - £25 – overnight staying with friends and family



- 4.3 The Panel has removed the particular rate for overnight stays in Cardiff (which was set at £120 for 2013/14). This brings payable rates in line with Welsh Government rates.

### **Care Allowance**

- 4.4 The Council is also obliged to make payments to members and co-opted members known as a care allowance for the reimbursement of necessary expenses for the care of dependent children and adults up to a maximum of £403 per month. There is no change to this limit. However, the IRP urges authorities to encourage greater take-up of this support to facilitate increased diversity amongst authority members.
- 4.5 Such provision would be especially relevant to those individuals in sectors of the population that are currently under-represented on authorities but who may become engaged when awareness of the support available for the costs of care becomes more widely known.

### **5.0 Recommendations**

- 5.1 To confirm the allocation of senior salaries to office holders for 2014/15 as per paragraph 2.12 above.
- 5.2 To confirm that level C allowances as determined by the IRP should be payable to the offices of civic head and deputy civic head, taking account of anticipated workloads and responsibilities (paragraph 2.6).
- 5.3 With regard to payments to co-opted Members, that no annual cap is introduced for preparatory work (para 3.5).
- 5.4 To note other details on payments and allowances for 2014/15 as prescribed by the IRP and set out in this report.

**Huw Jones**  
**Interim Head of Democratic Services**  
**28/03/14**

Background paper:- The Independent Remuneration Panel for Wales Annual Report (February 2014) - <http://wales.gov.uk/irpwsb/home/publication/201415/140212-irp-annual-report-1415/?lang=en>

Guidance Note:- Application for a specific senior salary not within the Panel's current framework (April 2014) <http://wales.gov.uk/irpwsb/home/publication/201415/guidance-for-salaries/?lang=en>

This page is intentionally left blank

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>COMMITTEE:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>8 MAY 2014</b>
<b>TITLE OF REPORT:</b>	<b>ANNUAL REPORT OF THE AUDIT COMMITTEE FOR THE MUNICIPAL YEAR 2013/14</b>
<b>PURPOSE OF REPORT:</b>	<b>FOR INFORMATION</b>
<b>REPORT BY:</b>	<b>AUDIT COMMITTEE CHAIR</b>
<b>ACTION:</b>	<b>TO RECEIVE REPORT</b>

### **Introduction**

The Audit Committee is a statutory Committee of the Council and has eight elected Members and two Lay Members. The role of the Audit Committee is to provide independent assurance of the adequacy of the Council's governance arrangements, the associated control environment and the adequacy of the risk management framework. The Committee is also responsible for independent scrutiny of the Authority's financial and non financial performance (to the extent that it affects the Authority's exposure to risks and weakens the control environment), and to oversee the financial reporting process and annual accounts review and approval to Council.

The Chair of the Audit Committee is Councillor Robert Llewelyn Jones and the Vice Chair is Councillor Trefor Lloyd Hughes.

### **Meetings**

During the municipal year, the Committee has met fully five times with attendance figures for the five regular meetings being provided for information at Appendix A.

The regular meetings followed the Audit Committee calendar and considered among the regular Committee business: progress reports from the internal and external auditors, the statement of accounts and the external auditor's report on the statement. The Committee also received reports on Treasury Management progress and the Treasury Management Annual Report, the corporate risk management framework and risk register, progress with the National Fraud Initiative, the Annual Governance Statement and Governance and Assurance arrangements, and the Annual Report on the Prevention of Fraud and Corruption. The Committee also received specific reports concerning the Three Towns Capital Project, Information Governance, the Buildings Maintenance Unit, Enhancing the Audit Committee, the Transformation Programme, Information Management and Data Security, Certification of Grants and Returns 2011/12, Statement of Accounts 2012/13 Major Judgements and Estimates and the Gwynedd Local Government Pension Fund.

The completion of the audited Statement of Accounts for 2012/13 was completed by the 30 September 2013 deadline and recommended by the Committee for approval by the Council. The Committee has continued to support management in measures to strengthen the Finance function further and to ensure current progress in this area is sustainable going forward.

## **Governance Statement**

The Committee adopted an Annual Governance Statement for 2012/13 as statutorily required. The Annual Governance Statement was produced as a result of widespread consultation and review of governance processes in year. As with the 2011/12 Statement, the 2012/13 Statement was consistent with the principles of the CIPFA/SOLACE Framework Delivering Good Governance in Local Government.

The Annual Governance Statement continued to report some weaknesses in governance arrangements. An Action Plan has been produced in order that these weaknesses can be addressed.

## **The Audit Committee**

The Audit Committee has worked within its terms of reference which includes the requirements of the Local Government (Wales) Measure 2011 in relation to the role of the Audit Committee in monitoring Risk Management, Governance and Internal Control within the Council.

The Audit Committee reappointed its two Lay Members during the year and the Committee has continued to benefit from their knowledge, skills and experience during meetings. This 'outside' view of Council issues is to be particularly welcomed.

The Committee has again this year undertaken a self-assessment of its effectiveness using a checklist derived from CIPFA's 'Audit Committees: Practical Guidance for Local Authorities,' and the outcome of this self assessment has guided the training programme and actions for the Committee. A report on the outcome of this self assessment was presented to the Audit Committee held on 10 April 2014.

## **Training**

During the year, training was arranged for the induction of new Audit Committee Members appointed in May 2013. Further training for Members has been scheduled for later on in 2014 including training in relation to the Statement of Accounts; Treasury Management; and the Risk Management Framework.

## **Effectiveness**

Audit Committee Members take their role in respect of governance and stewardship extremely seriously. They acknowledge that this is a non-political Committee and, as such, the Committee's role is to hold regulators and officers to account and to discharge the duty of regulating the risk management, governance and assurance framework within the Council.

The Committee takes reports regularly to gain assurance over key areas of activity and also completes a self-assessment on its own effectiveness.

A self-assessment of the Committee's effectiveness, as described earlier, was undertaken in January 2014 to review progress in 2013/14 against the checklist based upon CIPFA best practice for Audit Committees.

Discussion at the workshop has highlighted a number of areas where further improvement can be made and an improvement action plan is being produced for consideration and ongoing monitoring by the Audit Committee in 2014/15. One area identified for improvement in 2014/15 was the need to raise the profile of the Audit Committee and to make stakeholders more aware of the important work that it undertakes.

## **External Audit**

The Council is audited externally by the Wales Audit Office (WAO) although part of the work, covering the financial aspects of the audit and some performance work is covered by PwC working to the Appointed auditor in the WAO. Regular reports from PwC have been considered by the Audit Committee and an update is considered at each meeting.

The Audit Committee has been taking regular updates from the WAO on the Performance Work Programme. The Committee has also received updates from the WAO on the Improvement Assessment Programme including Improvement Assessment Letters 1 and 2 during the year. This is an important aspect of the Committee's business to ensure that external reports are being considered, either by the Audit Committee or one of the Scrutiny Committees, and that appropriate action is being taken.

As well as updates on the Performance Work Programme, the Committee also receives updates from PwC on the financial audit work being undertaken. Updates this year have included both the workplan and timetabling of work.

## **Internal Audit**

The Council has an in-house Internal Audit Team managed under a contract with Baker Tilly Ltd. The Committee approved the Internal Operational Plan 2013/14 at its meeting held in July 2013. Internal Audit Operational Plan outcomes are reported by the Audit Manager to each of the Committee's regular meetings as part of the Internal Audit Progress report. Progress reports also include progress of services in implementing Internal Audit recommendations.

Reports of completed Internal Audit reviews, along with the assurance levels given, is also provided in Progress reports and builds over the year into a picture of the assessed strength of the Council's internal control framework . During this year, the Internal Audit Progress reports have contained additional information on each review undertaken, including details of the key findings arising from the work undertaken.

An overall statement on internal control is provided in the Audit Manager's annual report and in the Council's Annual Governance statement.

## **Risk Management**

The Local Government Measure (Wales) 2011 includes a requirement for local authorities to appoint a Committee with responsibility to review and assess the risk management, internal control and corporate governance arrangements of the Authority. The Audit Committee in its Terms of Reference is charged with fulfilling these requirements.

The Committee has continued to support the development of the Risk Management framework within the Council during the year, and consideration of Risk Management and the receiving of the Corporate Risk Register is to be a standing agenda item from 2014/15 onwards.

The Committee sees its key role in the Risk Management process as satisfying itself as to the adequacy of the structures, processes and responsibilities for identifying and managing the key risks facing the organisation.

## **Counter Fraud**

The Audit Committee received the annual Policy for the Prevention of Fraud and Corruption: Report for 2012/13 in September 2013. The report included an update on the Council's participation in the National Fraud Initiative (NFI) 2012/13 (results issued 2013).

A background to counter fraud and a presentation of the work of the Benefits Fraud Team was included in the January 2014 Audit Committee Workshop. The outcome of the January workshop included an action to consider the formal adoption of the 'Managing the Risk of Fraud' guidelines against which to benchmark the Council's current counter fraud and corruption processes.

The Internal Audit progress report includes reference to the number of referrals resulting in formal reports during the year.

## **Plans for the Future**

As well as its regular business, the Committee will continue its development programme, informed by the self-assessment of effectiveness and outcome of the review of the Council's counter fraud arrangements. This will, again, include relevant training events geared to its activities in 2014/15.

The Committee will continue to develop its role in relation to Risk Management during 2014/15 and will look to adopt a method of being able to assess the adequacy of the Council's anti-fraud and corruption arrangements on an on-going basis.

The Audit Committee's proposed future work programme is provided at Appendix B.

## **Chair's Remarks**

The Chair would like to express his gratitude to the Committee's Members for their attendance and contribution to the work of the Committee during the year and also to those Council employees who have attended and contributed so much.

The Chair would take the opportunity to remind the Council of the importance of the work of the Committee which is even more relevant in the current economic situation in terms of ensuring that the Council is run in a sound manner and that value for money is being obtained.

The Committee is committed to continuing to work with Council employees in supporting continuing improvements in the Council's operations in 2014/15.

## AUDIT COMMITTEE - ANALYSIS ON REGULAR MEETING ATTENDANCE - 2013-14

Members	% Eligible Attendance - Scheduled Meetings	Meeting Held on	Attended	Meeting Held on	Attended	Meeting Held on	Attended	Meeting Held on	Attended	Meeting Held on	Attended	Number of Meetings Attended
Cllr. Robert Llewelyn Jones (Chair)	100%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Yes	04/02/2014	Yes	10/04/2014	Yes	5
Cllr. Trefor Lloyd Hughes (Vice Chair)	80%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Apologies	04/02/2014	Yes	10/04/2014	Yes	4
Cllr. Dafydd Rhys Thomas	60%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Yes	04/02/2014	Apologies	10/04/2014	Apologies	3
Cllr. Jim Evans	60%	23/07/2013	Yes	24/09/2013	No	11/12/2013	Yes	04/02/2014	Yes	10/04/2014	Apologies	3
Cllr. John Griffiths	100%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Yes	04/02/2014	Yes	10/04/2014	Yes	5
Cllr. Raymond Jones	20%	23/07/2013	No	24/09/2013	Apologies	11/12/2013	No	04/02/2014	Yes	10/04/2014	No	1
Mr Richard Barker	80%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Yes	04/02/2014	Apologies	10/04/2014	Yes	4
Cllr. Richard Owain Jones	67%					11/12/2013	Yes	04/02/2014	Yes	10/04/2014	Apologies	2
Mrs Sharon Warnes	100%	23/07/2013	Yes	24/09/2013	Yes	11/12/2013	Yes	04/02/2014	Yes	10/04/2014	Yes	5
Cllr. Vaughan Hughes	0%	23/07/2013	Apologies	24/09/2013	No	11/12/2013	No	04/02/2014	No	10/04/2014	Apologies	0
Cllr. Peter Rogers	100%	23/07/2013	Apologies	24/09/2013	Yes							2

Figures as at 15-04-14

AUDIT COMMITTEE CALENDAR FOR MUNICIPAL YEAR 2014/15

	ACCOUNTS	INTERNAL AUDIT	EXTERNAL AUDIT	TREASURY MANAGEMENT	RISK MANAGEMENT	GOVERNANCE	OTHER
FEBRUARY			Progress Report	Consideration of TM Strategy 2014/15		Audit Committee – Terms of Reference	DCE Briefing on Transformation programme framework (Mins 11/12/13)
Mid/Late APRIL		IA Annual report for financial year just ended  Consider and adopt internal audit plan for year starting and medium term strategy  Review of Internal Audit Charter and Protocol	Consider and adopt plan for year starting  Progress Report	Qtr 3 Treasury Management Report	Annual Review of Risk Management Strategy	Governance and Assurance Update  Review of Terms of Reference	Annual review of Audit Committee Effectiveness and Counter Fraud Arrangements  Review Governance Framework  Annual Members' Training Plan  Approve Annual report of the Committee for Annual Council meeting.  CIVICA – Post Implementation (Mins 11/12/13)
JULY	Review Statement of Accounts	Progress Report	Progress Report	Treasury Management Annual Report  Qtr 1 Treasury Management Report	Corporate Risk Register  Report of DCE on RM Implementation (Mins 11/12/13)	Governance and Assurance Update;  Consider Governance Statement  Review Code of Governance  Annual Health & Safety report	Annual Report – Gwynedd Local Gov't Pension Scheme  Three Towns Project Closure Report (Mins 11/12/13)
SEPTEMBER	Recommend for Approval of Council the Statement of Accounts (30 Sept deadline)	Progress Report	Receive report on accounts to those charged with Governance  Progress Report		Corporate Risk Register	Governance and Assurance Update  Adopt Governance Statement	Inspection of registers and declarations  Annual Report on Fraud and Corruption
DECEMBER		Progress Report	Receive annual letter on audit year just ended  Progress Report	Qtr 2 Treasury Management Report  Scrutiny of mid-year report and preparation for following year	Corporate Risk Register	Governance and Assurance Update	



**ISLE OF ANGLESEY COUNTY COUNCIL**

<b>MEETING:</b>	County Council
<b>DATE:</b>	08 May 2014 @ 2pm
<b>TITLE:</b>	Annual Report of the Chair of the Standards Committee
<b>REPORT BY:</b>	Michael Wilson, Chair of the Standards Committee & Co-opted Member of the Council
<b>PURPOSE OF REPORT:</b>	To Report on the Activities of the Standards Committee in 2013-14 and to secure Council Approval for the Committee's Programme for 2014-15
<b>CONTACT OFFICER:</b>	Lynn Ball, Head of Function (Council Business) / Monitoring Officer (ext 2568)

Introduction

- (i) The Standards Committee is a statutory committee which comprises of 9 members (2 County Councillors, 5 independent members and 2 community council members).
- (ii) The current Committee is appointed for a period of 4 years until 17<sup>th</sup> December 2015.
- (iii) The Standards Committee has the following roles and functions (amongst others):-
  - (a) promoting and maintaining high standards of conduct by councillors;
  - (b) assisting councillors to observe the Members Code of Conduct;
  - (c) advising, training or arranging to train councillors;
  - (d) granting dispensations;
  - (e) dealing with any reports from a case tribunal or interim case tribunal, and any report from the Monitoring Officer on a report referred to her by the Public Services Ombudsman for Wales
- (iv) A copy of the full Constitution of the Standards Committee is available from the Monitoring Officer on request.

General Remarks

1. At its meeting on the 23<sup>rd</sup> May 2013 the County Council resolved to approve the Standards Committee's Programme for 2013/14. The original Programme identified proposed areas of work, timetable and resources. This document is reproduced at **ENCLOSURE A** to this Report and has been updated to include the work which has since been delivered against the agreed objectives.

2. The Auditor General published a Report in July 2009 which, among other issues, recommended that the Standards Committee take on a more active role in raising the standard of Member conduct, rather than confining itself to the delivery of strict statutory requirements. Effectively, more prevention and less cure.
3. To achieve this objective, the current Programme and its recent predecessors, were designed to support the Council in delivering its recovery, with an emphasis on self-regulation through Member development and on the Standards Committee providing advice / guidance to resolve disputes, where possible and where appropriate, within the Council rather than through external regulators.
4. The most important element in achieving this objective was the establishment of a comprehensive Annual Member Development Plan, specifically tailored to meet the needs of the Council and its Members. Instrumental in this was the Member Development Working Group (MDWG), which included Members, Officers and representation from the Standards Committee. In addition, the MDWG reported its progress and outcomes to the Standards Committee every quarter.
5. The MDWG was also responsible for achieving Member Charter status which was well supported and continues under the auspices of the Democratic Services Committee. The Council has now been presented with the Wales Charter for Member Support and Development Status by the Welsh Local Government Association. The charter provides a broad framework for local planning, self-assessment, action and review as well as opportunities for comparison amongst authorities and sharing good practice. We would like to thank Huw Jones (Interim Head of Democratic Services) and Miriam Williams (Senior HR Development Officer) for their tremendous work in assisting the Council to achieve the charter status.

### Chairman's Remarks

The Chairman would like to thank the Committee members for their ongoing hardwork and commitment during the year.

The Standards' Committee's role this year has been primarily focused on strategic thinking on improving standards, and knowledge sharing with councillors and community councils. Much less time has been spent by the committee on conducting hearings arising from alleged breach of code of conduct issues, and attending meetings/mediation resulting from failed standards within the council than in previous years. I see this as an extremely positive thing. In the two and a half years that we have been working on the Standards' Committee, we have all witnessed a huge improvement in standards within the council which has naturally lead to a reduction in conduct issues and complaints being raised. I would like to thank all officers and councillors for their hard work and dedication in continuing to maintain high standards within the council following on from the intervention, and long may this continue.

Our main focus of work this year will be to maintain standards within the council, and to help community councils improve their standards as well. We hope to provide further training this year for community councils.

The Committee looks forward to continuing with its work of supporting Members in reviewing and raising standards in 2014/2015.

**RECOMMENDATION:-**

1. To note the Programme delivered by the Standards Committee between April 2013 and May 2014 **ENCLOSURE A.**
2. To endorse the Standards Committee's Programme for 2014/15 as outlined in **ENCLOSURE B.**

ENCLOSURE A

**STANDARDS COMMITTEE WORK PROGRAMME – May 2013 to April 2014**

		<b>TIMETABLE</b>	<b>RESOURCES</b>	<b>STATUS AS AT YEAR END</b>
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following a referral from the Public Services Ombudsman for Wales (PSOW)	As and when referrals are made and in accordance with the performance indicator	Monitoring Officer Deputy Monitoring Officer	<b>06/12/2013</b> Standards Committee considered a report by the Ombudsman requesting a local view.
2.	To conduct hearings into applications for Dispensations made by County Councillors and Town/Community Councillors	As and when referrals are made and in accordance with the performance indicator	Monitoring Officer Deputy Monitoring Officer	<b>04/09/2013</b> Dispensation panel of the Standards Committee. One application granted.
3.	To undertake an advisory role in connection with any matters arising under the Council's Local Resolution Protocol, or its successor in the event that a national model is developed	As an when requested	Monitoring Officer Deputy Monitoring Officer	No action required
4.	To oversee training and development on the Members' Code of Conduct in accordance with paragraph 2.4(e) of the Code; to include training and development for Town and Community Councils.			Training provided to Town and Community Councils during September 2013 with a 43.5% attendance rate. Further training for Autumn 2014 currently being arranged. Member training on the ethical

Page 56

				framework 15/05/2013.
5.	To supervise the two Registers of Members' Interests by annual reviews followed by any necessary advice and guidance.	By the end of April 2013	Monitoring Officer Deputy Monitoring Officer	Annual review of registers took place in February 2014 by the Standards Committee. Findings discussed in meeting 12/03/2014. General results from review circulated to all members 17/04/2014.
6.	To supervise the register of Gifts and Hospitality by annual reviews followed by any necessary advice and guidance	By the end of April 2013	Monitoring Officer Deputy Monitoring Officer	Review discovered that information was still not available on-line. This has now been rectified.
7.	To undertake the role of consultee on any proposed change to the Constitution relevant to the role of the Standards Committee and especially where such proposed changes might disproportionately prejudice the rights and interests of any minority group.	As and when required		The following changes to the Constitution were considered by the Committee 12/06/2013:- (i) Social Media Protocol (ii) Planning Procedure Rules (iii) Self-Regulation Protocol (iv) New DBS Policy
8.	To undertake the role of consultee on any proposed legislative/policy changes relevant to the Standards Committee's area of responsibility.	As and when required	Monitoring Officer Deputy Monitoring Officer	Draft IRP supplementary report considered under consultation 12/09/2013 and 12/12/2013 ongoing consideration of Complaints Management Project - Audit Review (12/12/2013)
9.	To make any recommendations to the Council for improvements in those areas of work which relate to the Standards Committee.			Recommendation for Committee to have agreed job descriptions and be put through a performance review process was agreed (12/03/2014)

				Consideration throughout the year of webcasting and remote attendance.
10.	The Chair of the Standards Committee to present an annual report to the Council outlining the work of the committee during the previous year.			8 <sup>th</sup> May 2014
11.	To ensure that the knowledge and skills of the Standards Committee are developed and updated by:- <ul style="list-style-type: none"> <li>- regular reviews of decided cases from <ul style="list-style-type: none"> <li>o other relevant authorities</li> <li>o Adjudication Panel for Wales</li> </ul> </li> <li>- to participate and contribute on the North Wales Standards Committee Forum</li> <li>- to participate and contribute to the All Wales Standards Committee Conference</li> </ul>			Review published decisions – all Standards Committees and Adjudication Panel for Wales on :- 12/06/2013 12/09/2013 12/12/2013 12/03/2014 North Wales Standards Committee Forum:- 20/05/2013 21/10/2013 29/04/2014
12.	To monitor progress on Member complaints filed with the PSOW and to undertake an annual analysis of complaints data in relation to Ynys Mon County Council in order to identify trends/issues of concern/training needs.			Ongoing discussion in all meetings of Standards Committee.
13.	To maintain contact with Group Leaders, through regular informal meetings, in order to discuss issues of concern/common interest.			Chairman met with Group Leaders on three separate occasions.
14.	Report quarterly performance indicators  1. Relationship between Members and Political Groups.			Ongoing 12/06/2013 12/09/2013 12/12/2013

	2. The effectiveness of the Council's Standards Committee 3. Standards of conduct and behaviour of Members			12/03/2014
--	---	--	--	------------

ENCLOSURE B

**STANDARDS COMMITTEE WORK PROGRAMME – MAY 2014 TO APRIL 2015**

		<b>TIMETABLE</b>	<b>RESOURCES</b>	<b>STATUS AS AT YEAR END</b>
1.	To conduct hearings into alleged breaches of the Members' Code of Conduct following a referral from the Public Services Ombudsman for Wales (PSOW)	As and when referrals are made and in accordance with the performance indicator	Monitoring Officer Solicitor to Monitoring Officer	
2.	To conduct hearings into applications for Dispensations made by County Councillors and Town/Community Councillors	As and when referrals are made and in accordance with the performance indicator	Monitoring Officer Solicitor to Monitoring Officer	
3.	To undertake an advisory role in connection with any matters arising under the Council's Local Resolution Protocol, or its successor in the event that a national model is developed	As an when requested	Monitoring Officer Solicitor to Monitoring Officer	
4.	To oversee training and development on the Members' Code of Conduct in accordance with paragraph 2.4(e) of the Code; to include training and development for Town and Community Councils.		Monitoring Officer Solicitor to Monitoring Officer	



5.	To supervise the two Registers of Members' Interests by annual reviews followed by any necessary advice and guidance.	By the end of April 2015	Monitoring Officer Solicitor to Monitoring Officer	
6.	To supervise the register of Gifts and Hospitality by annual reviews followed by any necessary advice and guidance	By the end of April 2015	Monitoring Officer Solicitor to Monitoring Officer	
7.	To undertake the role of consultee on any proposed change to the Constitution relevant to the role of the Standards Committee and especially where such proposed changes might disproportionately prejudice the rights and interests of any minority group.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
8.	To undertake the role of consultee on any proposed legislative/policy changes relevant to the Standards Committee's area of responsibility.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
9.	To make any recommendations to the Council for improvements in those areas of work which relate to the Standards Committee.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
10.	The Chair of the Standards Committee to present an annual report to the Council outlining the work of the committee during the previous year.	May 2015	Chair	
11.	To ensure that the knowledge and skills of the Standards Committee are developed and updated by:-  - regular reviews of decided cases from	As and when required	Monitoring Officer Solicitor to Monitoring Officer	

	<ul style="list-style-type: none"> <li>○ other relevant authorities</li> <li>○ Adjudication Panel for Wales</li> </ul> <ul style="list-style-type: none"> <li>- to participate and contribute on the North Wales Standards Committee Forum</li> <li>- to participate and contribute to the All Wales Standards Committee Conference.</li> <li>- To be reviewed under a performance review scheme similar to that used by the elected members.</li> </ul>			
12.	To monitor progress on Member complaints filed with the PSOW and to undertake an annual analysis of complaints data in relation to Ynys Mon County Council in order to identify trends/issues of concern/training needs.	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
13.	To maintain contact with Group Leaders, through regular informal meetings, in order to discuss issues of concern/common interest.	As and when required		
14.	Report quarterly performance indicators <ul style="list-style-type: none"> <li>4. Relationship between Members and Political Groups.</li> <li>5. The effectiveness of the Council's Standards Committee</li> <li>6. 3. Standards of conduct and behaviour of Members</li> </ul>	As and when required	Monitoring Officer Solicitor to Monitoring Officer	
15.	Miscellaneous <ul style="list-style-type: none"> <li>- To suggest that elected members should attend training which is relevant to the committees which they sit on, and their specific roles.</li> </ul>		Monitoring Officer Solicitor to Monitoring Officer	



This page is intentionally left blank

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO :</b>	<b>THE COUNTY COUNCIL</b>
<b>DATE:</b>	<b>8 MAY 2014</b>
<b>TITLE OF REPORT:</b>	<b>SCRUTINY COMMITTEES ANNUAL REPORT 2013-2014</b>
<b>CONTACT OFFICER:</b>	<b>Bev Symonds - Scrutiny Manager</b>
<b>RECOMMENDATION:</b>	<p><b>1. To note and approve the Scrutiny Committees Annual Report 2013-2014.</b></p> <p><b>2. To appoint a Member as a “Scrutiny Champion” from May 2014 to May 2015.</b></p>

## **1.0 RECOMMENDATION**

1.1 To note and approve the Scrutiny Committees Annual Report 2013-2014.

1.2 To appoint a member as a “Scrutiny Champion” from May 2014 to May 2015.

## **2.0 BACKGROUND**

2.1 The Scrutiny Annual Report 2013-2014 encompasses the work undertaken by the two Scrutiny Committees between the Council's Annual Meeting on the 23 May 2013 and 8 May 2014. Throughout this period the Scrutiny Committees have been fortunate to have received contributions from various members and officers.

2.2 The Chairpersons of the two Scrutiny Committees led on the work during this period, and details are included in the attached Scrutiny Committees Annual Report 2013-2014.

2.3 At the previous Annual Meeting it was resolved to appoint Councillor Meirion Jones to serve as Scrutiny Champion from May 2013 to May 2014. The role of the Scrutiny Champion is not remunerated and he/she can either be an Executive or Non-Executive Member. The Scrutiny Champion's role is to:

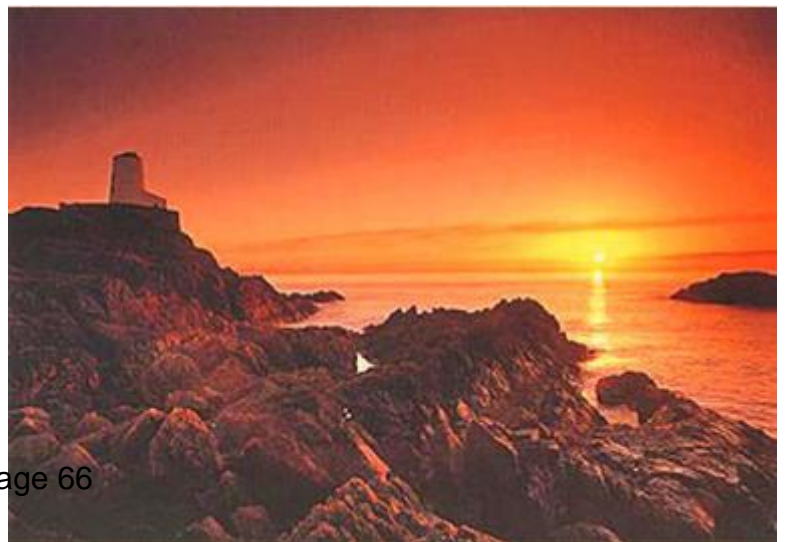
- Promote the Scrutiny function in and outside the Council
- Support the continuing development of Scrutiny in the Council.

<b>Appendix:</b>
------------------

Scrutiny Committees Annual Report 2013-2014
---



# SCRUTINY COMMITTEES ANNUAL REPORT 2013/2014



# CONTENTS

		Page No
	Foreword	3
1.	What is Overview & Scrutiny	4
2.	Scrutiny Performance	5
3.	Corporate Scrutiny Committee	6
4.	Corporate Scrutiny Committee Membership 2013-14	6
5.	Corporate Scrutiny Committee Work Programme (2013-14)	7
6.	Partnership and Regeneration Scrutiny Committee (2013-14)	12
7.	Partnership and Regeneration Scrutiny Committee Membership (2013-14)	12
8.	Partnership and Regeneration Scrutiny Committee Work Programme (2013-14)	13
9.	Scrutiny Committee Briefing Meetings	17
10.	Wales Audit Office Scrutiny improvement Project	18
11.	Scrutiny Networks	19
12.	Scrutiny Engagement	21

# Foreword

**Councillor R Meirion Jones (Scrutiny Champion 2013-14)**



With the elections in May 2013 the Isle of Anglesey County Council saw the start of its new structure of electoral wards with fewer members, 30 instead of 40, in multiple seats of 2 or 3, 18 sitting members were returned and 12 new members. The new Scrutiny Committee structure also came into operation with two scrutiny committees – the Corporate Scrutiny Committee, and the Partnership and Regeneration Scrutiny Committee.

This Report provides an overview of the first year of the 2 Scrutiny Committees and highlights the achievements of the elected members in undertaking their scrutiny role. The new Council has been aware of the recent history of the Council, with Welsh Government intervention and the appointment of Commissioners to take over the functions of the Executive, which came to a conclusion in 2012, and has wanted to re-establish the full functions of the Council including scrutiny.

Prior to May 2013 there had been 5 Scrutiny Committees with 4 Scrutiny Support Officers. Now there are 2 Scrutiny Committees and 2 Officers. This has inevitably meant that, despite a great deal of commitment and dedication for the Scrutiny Members and staff, the workload has had to be reduced. Nevertheless, working together as a team has allowed Scrutiny to undertake its duties effectively and efficiently. Scrutiny is building up a constructive 'critical friend' relationship with the Executive.

The Scrutiny Committees also played a role in the annual budget-setting process. With the financial challenges facing the Council, the Scrutiny Committees played a key role in challenging proposals and adding value to the process. There was also consideration of the process and of the outcomes. Many of the issues raised will be looked at by the Panel set up to consider the budget process.

It has been a challenging year, with many financial challenges. It is important that the Council continues to rise to the challenges and from a Scrutiny perspective that it continues to look at service improvement and contributes to policy development. From its experiences since May, Scrutiny is arranging to have more meetings and to concentrate on the important issues in more detail and depth.



## 1. WHAT IS OVERVIEW AND SCRUTINY

1.1 Scrutiny Committees form part of the way in which Local Government in Wales operates. As well as the establishment of a decision making Executive the Local Government Act 2000 required the establishment of one or more Scrutiny Committees to hold the decision-makers to account, drive improvement and play a role in assisting in policy development and review.

1.2 At the Isle of Anglesey County Council the scrutiny function was undertaken by two Scrutiny Committees during 2013-14:

- Corporate Scrutiny Committee;
- Partnership and Regeneration Scrutiny Committee;

1.3 The aims of Scrutiny Committees are to:

- Promote open and transparent decision making and to hold the decision takers to account in a constructive manner.
- Support the Council in achieving its vision for the county and its strategic aims and priorities.
- Promote continuous improvement, best practice and innovation with the services, functions and policies which the Council has responsibility for or influence over.\*

1.4 The Scrutiny Committees can undertake their work in one of the following ways

- Consider a topic during a formal meeting.
- Consider a topic over a longer period of time by establishing a Scrutiny Review Panel.
- Conduct informal sessions on a particular matter.
- Undertake site visits.

## 2. SCRUTINY PERFORMANCE










2.1 An Annual Report is an account of stewardship for a given period and concentrates the mind on what has been achieved and what needs to be done. Scrutiny has agreed to move forward in a more modern business like way supports implementation of a Performance Management Framework (PMF). To this end, Scrutiny has a set of performance indicators by which to evaluate it:

Indicator Title( 2013-2014)	Target (Q) – Quarterly (A) – Annually	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	End of Year
% of attendance of Committee Members at Scrutiny Committee	80% (Q)	85%	72.50 % ↓	89% ↑	76% ↓	81%
The % of Scrutiny Committee recommendations approved by the Executive	90% (Q)	100%	100% ↔	100% ↔	↔	100%
No of ‘Consultative’ items on agendas	5 (A)	0	2 ↑	1 ↓	3 ↑	5
No of ‘Monitoring’ items on agendas	5 (A)	1	8 ↑	5 ↓	4 ↓	18
No of ‘Investigative’ items on agendas	5 (A)	0	5 ↑	8 ↓	1 ↓	14
No of ‘Pre-Scrutiny’ items on agendas	5 (A)	2	5 ↑	3 ↓	4 ↑	14
No of ‘Member Development’ items on agendas	5 (A)	0	0 ↔	0 ↔	0 ↔	0
Overview and Scrutiny Committee Annual Report submitted to full Council each May.	1 (A)	Yes	N/A	N/A	N/A	1

### 3. Corporate Scrutiny Committee

The focus of the Committee's work will be to secure assurance regarding the performance / delivery of all services, ensuring the Council achieves its corporate and service objectives (as outlined in its Corporate Business Plan, Annual Budget, Budget and Policy Framework, Performance Management Framework, Corporate Policies or their successor plans and policies) and to support and make recommendations for continuous improvement.

### 4. Committee Membership 2013-14

	Name	Ward	Political Party/Group		Name	Ward	Political Party/Group
	Cllr R Meirion Jones (Chair)	Aethwy	Plaid Cymru		Cllr Gwilym Jones (Vice Chair)	Llifon	Independent
	Cllr Jeff Evans	Ynys Gybi	Independent		Cllr Jim Evans	Aethwy	Independent
	Cllr Victor Hughes	Bro Rhosyr	Independent		Cllr Lewis Davies	Seiriol	Plaid Cymru
	Cllr Ann Griffith	Bro Aberffraw	Plaid Cymru		Cllr Llinos Medi Huws	Talybolion	Plaid Cymru
	Cllr Peter Rogers	Bro Aberffraw	Unaffiliated	1	Vacant Seat		

## 5. Committee Work Programme (2013/14)

The Corporate Scrutiny Committee met on 7 occasions.

Corporate Scrutiny Committee Work Programme 2013/14		
Committee Date	Item Considered	Outcome/Recommendation
29 <sup>th</sup> July 2013	Forward Work Programme	<p>It was resolved to accept the work programme as set out in Appendix 1 and to note its contents with the addition of an item on the effects of implementing that part of the welfare reform programme known as the bedroom tax.</p> <p>ACTIONS ARISING:</p> <ul style="list-style-type: none"> <li>• Scrutiny Manager in consultation with the Chair to programme the additional item vis-a-vis the “bedroom tax” into the Committee’s work schedule.</li> <li>• Councillor Peter Rogers as the scrutiny representative on the Service Excellence Programme Board to brief the Chair and Vice-Chair on progress with regard to discussions at the Board’s September meeting in relation to the programme for transforming residential care services.</li> <li>• Director of Community to formally update this Committee on the programme for transforming residential care services once the consultation process with residents is completed.</li> </ul>
	Committee Nominations 2013/2014	<p>It was resolved –</p> <ul style="list-style-type: none"> <li>• To appoint Councillor Ann Griffith to serve on the Corporate Parenting Panel</li> <li>• To appoint Councillor Peter Rogers to serve on the Customer Services Excellence Project Board</li> <li>• To appoint Councillor Victor Hughes to serve on the Smarter Working Project Board</li> <li>• To appoint Councillor R.Meirion Jones to serve on the Welsh Language Task Group</li> <li>• In the absence of nominations at the meeting, to authorise the Scrutiny Manager in consultation with the Chair and Vice-Chair to take appropriate steps to arrange representation on the Housing Allocations Policy Working Group.</li> </ul> <p>ACTION ARISING: Scrutiny Manager to liaise with the Chair and Vice-Chair with regard to arranging representation on the Housing Allocation Policy Working Group</p>
	Anglesey Older People Council	<p>It was resolved –</p> <ul style="list-style-type: none"> <li>• To note the correspondence sent by the Anglesey Older People’s Council</li> <li>• To establish a Scrutiny Outcome Panel of this Committee to examine issues around</li> </ul>

		<p>heating costs in the Council's sheltered accommodation.</p> <ul style="list-style-type: none"> <li>• To nominate the following to serve on the Scrutiny Outcome Panel: Councillors Jim Evans, Ann Griffith, Raymond Jones and Llinos Huws together with the Chair or Vice-Chair to serve as Chair of the Panel.</li> </ul> <p>ACTION ARISING: Scrutiny Manager to liaise with the Chair to agree and define terms of reference for the Scrutiny Outcome Panel and to make arrangements for an initial meeting.</p>
	2014/2015 Budget Assumption and Timetable	It was resolved to note the report and its contents
	Corporate Score Card Quarter 1 2013/2014	<p>It was resolved to note the corporate scorecard and the information it contains.</p> <p>ACTIONS ARISING:</p> <ul style="list-style-type: none"> <li>• Director of Community to report back to the Committee's next meeting on actions being taken to address service areas where the RAG status is red.</li> <li>• Director of Community to provide the service scorecard alongside the corporate scorecard to the Committee's next meeting.</li> <li>• Performance Analyst (AW) to liaise with the Programme and Business Planning Manager regarding the feasibility of services providing more narrative information in the Notes section of the corporate scorecard.</li> </ul>
	Ombudsman Annual Letter 2012/2013 for the Isle of Anglesey County Council	<p>It was resolved to defer consideration of the Ombudsman's Annual Letter to the next meeting of the Committee.</p> <p>ACTION ARISING: Scrutiny Manager to confirm the arrangements for reporting to the next meeting with the Customer Care Officer.</p>
	Safeguarding Arrangements for Vulnerable Adults	It was resolved to note the report.
	2012/13 Annual Monitoring Report for the Welsh Language Commissioner	It was resolved to note the report.
<b>28<sup>th</sup> October</b>	Chair's Update and Feedback from Scrutiny Representatives	ACTION ARISING: Chair to liaise with Scrutiny Manager to determine the form and timeliness of feedback to the Committee from scrutiny representatives on the aforementioned groups and panels.
	Ombudsman Annual Letter 2012/2013 for the Isle of Anglesey County Council	It was resolved to accept the report and to note its contents.
	2013/2014 – Quarter 1 Capital Budget Monitoring Report	<p>It was resolved to note the Capital Budget position at the end of Quarter 1.</p> <p>- NO FURTHER ACTION ARISING</p>

<b>2013</b>	2013/2014- Quarter 1 Revenue Budget Monitoring Report	It was resolved to note the Revenue Budget position at the end of Quarter 1. ACTION ARISING: Director of Community to arrange a briefing session with Holyhead Elected Members with regard to developments in relation to the Social Care Transformation Programme in that area.
	Service Charges for Tenants and Leaseholder	It was resolved – <ul style="list-style-type: none"> <li>• To note the findings and recommendations from Stage 1 of the project as documented in the report.</li> <li>• To note the comments made with regard to proceeding with the project and to refer them to the Executive.</li> </ul> ACTION ARISING: Head of Service (Housing) to report the scrutiny feedback to the Executive.
	Corporate Scorecard Quarter 2- 2013/2014	It was resolved to note the position as reflected by the Corporate Scorecard for Quarter 2. ACTION ARISING: Programme and Business Planning Manager to report the scrutiny feedback to the Executive.
	Annual Improvement Plan 2013/2014	It was resolved to accept the report and to note its contents.
	Informal Care Adults –Local Commissioning Intentions and Priorities	It was resolved - <ul style="list-style-type: none"> <li>• To accept the report and to support the vision underpinning the provision for Informal Carers; the proposed strategic priorities for Anglesey and the medium term outline Improvement Plan.</li> <li>• To note the Local Performance against the National Performance Framework.</li> </ul>
	Education Post Inspection Action Plan	It was resolved to accept the progress report and to note its contents.
	Work Programme	It was resolved to defer consideration of this matter to the next meeting.
	Welsh Public Library Services	Noted for information purposes
<b>15<sup>th</sup> November 2013</b>	Capacity and Resources for Change	It was resolved to recommend to the Executive – <ul style="list-style-type: none"> <li>• That the posts of Education Modernisation Project Manager and Social Care Strategic Transformation Manager be approved on the basis of a 3 years tenure conditional upon a satisfactory review of progress and output at the end of eighteen months.</li> <li>• That the posts of Assets Transformation Manager and Governance and Business Officer is approved on the basis of 18 months tenure as proposed.</li> <li>• That subject to securing the necessary skills and expertise, appointments to all four posts are made by internal secondment.</li> </ul> ACTION ARISING : Chief Executive and/or Deputy Chief Executive to provide the Executive with comparative information about capacity in other authorities in the four areas to which the proposals relate (with a copy to Audit Committee Members)

<b>9<sup>th</sup> December 2013</b>	Chairman's Update	The information was noted by the Committee.
	2013/2014 Quarter 2 – Capital Budget Monitoring Report	It was resolved to note the report.
	2013/2014 Quarter 2- Revenue Budget Monitoring Report	It was resolved to note the report.
	Cycling Strategy	It was resolved to recommend the Cycling Strategy to the Executive with the comments made to be used as a lead document for the development of cycle facilities on Anglesey.
	Work Programme	It was resolved to note the current position as regards the Work Programme.
<b>14<sup>th</sup> January 2014</b>	Chairman's Update	The Chairman's update on activities was deferred until the next meeting of the Committee.
	Budget Consultation 2014/2015	<p>It was resolved –</p> <ul style="list-style-type: none"> <li>• To note the Executive's initial proposals for the 2014/15 Council Budget.</li> <li>• That with the consent of the Chair of the Partnerships and Regeneration Scrutiny Committee, the savings proposals pertaining to Leisure Services and the Sustainability Directorate be incorporated within that Committee's deliberations on the Budget proposals at its meeting on 15<sup>th</sup> January and,</li> <li>• That a meeting of the Corporate Scrutiny Committee be convened to receive a report back by the Chair and Scrutiny Manager on the deliberations from the meeting of the Partnerships and Regeneration Scrutiny Committee with regard to the savings proposals relating to the Sustainability Directorate and to Leisure Services and to sign off the Draft Budget Scrutiny report to be forwarded to the 10<sup>th</sup> February meeting of the Executive.</li> </ul> <p><b>ACTIONS ARISING</b></p> <ul style="list-style-type: none"> <li>• Scrutiny Manager to incorporate the viewpoints expressed at this meeting of the Corporate Scrutiny Committee in the Draft Budget Scrutiny Report to the 10<sup>th</sup> February meeting of the Executive.</li> <li>• The Deputy Chief Executive to provide the Scrutiny Manager with information about the Corporate Health and Safety initiatives budget for its dissemination to Members of the Corporate Scrutiny Committee.</li> <li>• Scrutiny Manager to liaise with the Chair of the Corporate Scrutiny Committee to arrange a meeting to report back to the Committee.</li> </ul>

	Work Programme	Consideration of the Committee's revised Work Programme to the end of April, 2014 was deferred to the next meeting of the Committee.
<b>3<sup>rd</sup> February 2014</b>	Chairman's Update	It was resolved to note the position as presented,
	Corporate Score Card –Quarter 3	It was resolved to note the performance position for Quarter 3 2013/14 as reflected by the Corporate Scorecard. ACTION ARISING: Programme and Business Planning Manager to report Scrutiny comments with regard to areas occasioning concern and possible mitigation actions to the Executive.
	Member Request for an Item to be considered for scrutiny –Closure of Junction B4417/A5	ACTION ARISING: Scrutiny Manager to co-ordinate the process of convening meetings of the panel with an invitation to relevant personnel to attend as required.
	Timing of Meetings	It was resolved to note 2:00 p.m. as the preferred option of the Corporate Scrutiny Committee's Members for convening meetings of the Corporate Scrutiny Committee.
	Work Programme	It was resolved that the Corporate Scrutiny Committee's planned meeting on 28th April, 2014 be re-scheduled for the reason given. ACTION ARISING: Scrutiny Manager to liaise with the Chair to arrange for a new date for the Committee's April meeting.
	Debt Write –Off	It was resolved to note the position with regard to the debts recommended for write off along with the comments made thereon.
<b>17<sup>th</sup> April 2014</b>	Chairman's Update	To be confirmed
	Annual Delivery Document 2014/2015	To be confirmed
	Outcome Agreement 2013-2016	To be confirmed
	Annual Education Report	To be confirmed
	Local Authority Core Data Sets	To be confirmed
	Housing Services Business Maintenance Unit	To be confirmed
	Work Programme	To be confirmed













## 6. Partnership and Regeneration Scrutiny Committee

The Partnership and Regeneration Scrutiny Committee focus is to ensure that the interests of the citizens of the Isle of Anglesey are promoted, and that the Council's priorities and resources are most beneficially reflected, in the partnerships, joint working, collaboration and external agency arrangements, as exist from time to time. The remit of the Committee will extend to local, regional and national arrangements and will include (but will not be limited to) those areas in which the Council has a statutory duty such as crime and disorder matters. In addition the Committee's remit also extends to regeneration matters and the "Enterprise Island" concept (or successor plans and policies).

## 7. Committee Membership 2013-14

The Committee comprises of 10 elected Members.

	Name	Ward	Political Party/Group		Name	Ward	Political Party/Group
	Cllr Derlwyn R Hughes (Chair)	Lligwy	Independent		Cllr Alun Mummery (Vice Chair)	Aethwy	Plaid Cymru
	Cllr William T Hughes	Twrcelyn	Independent		Cllr Richard Owen Jones	Twrcelyn	Independent
	Cllr Dafydd Rhys Thomas	Lliffon	Independent		Cllr John Griffith	Talybolion	Plaid Cymru
	Cllr Carwyn Jones	Seiriol	Plaid Cymru		Cllr Dylan Rees	Canolbarth Mon	Plaid Cymru
	Cllr Robert Llewelyn Jones	Caergybi	Unaffiliated		Cllr Raymond Jones	Caergybi	Unaffiliated

## 8. Committee Work Programme (2013/14)

During 2013/14 the Partnership and Regeneration Scrutiny Committee met on 8 occasions.

Partnership and Regeneration Scrutiny Committee Work Programme 2013/14		
Committee Date	Item Considered	Outcome/Recommendation
17 <sup>th</sup> June 2013	Betsi Cadwaladr University Health Board	It was resolved to accept the report.
	Section 33 Agreement for the Specialist Children's Service	It was resolved to accept the report. Action: That the Head of Service (Children's Services) shall report to the Executive that the Partnership and Regeneration Scrutiny Committee supports the single integrated Specialist Children's Service in principle.
	Adults Safeguarding-Towards a North Wales Strategic Framework	It was resolved to accept the report. ACTION : That the Head of Service (Adults' Services) shall report to the Executive that the Partnership and Regeneration Scrutiny Committee recommends the following :- -Note developments and progress hitherto in the area of safeguarding adults in North Wales; - Approve the Anglesey and Gwynedd strategic direction for safeguarding adults as a catalyst for influencing the development of the regional framework; - Confirm the principle that the safeguarding frameworks for adults and children need to be addressed on an equal footing and not to differentiate between them in terms of their status or importance; -Approve revising the current North Wales arrangements and supporting the preferred option – a 2 tier North Wales Adult Safeguarding Board.
	Nomination of Member to the Corporate Parenting Panel	It was resolved to appoint Councillor Dylan Rees as a Member to sit on the Corporate Parenting Panel from May 2013 – May 2014.
25 <sup>th</sup> July, 2013	Partnership Unit Update	It was resolved to accept the report and presentation. Action: To request the Partnership Manager to attend the meeting of this

		Scrutiny Committee in November and to report on the issues raised as noted above.
	Dublin Declaration on Age Friendly Cities and Communities in Europe 2013	<p>It was resolved to accept the report and the recommendations contained therein be forwarded to The Executive.</p> <p>Action : To recommend to The Executive as follows :-</p> <ul style="list-style-type: none"> <li>-Consider the merits of engaging in a Wales and European wide network of excellence and innovation to create Age Friendly Communities by 2020;</li> <li>-Support the agreement to make a public declaration of intent as set out by the proposed Dublin Declaration (with the WLGA to co-ordinate representation through remote arrangements);</li> <li>-Support the agreement to participate within the thematic network on creating thematic Age Friendly Communities co-ordinated by the Ageing Well in Wales Programme (hosted by the Office of the Commissioner for Older People);</li> <li>- support further dialogue through the WLGA and the WHO, for Wales to contribute to adapting WHO's guidelines for communities by using Welsh communities as pilot sites;</li> <li>-Support accepting the WLGA's offer, comprising of a one day's free support/development training which will be negotiated by the Council's newly appointed Older People's Champion.</li> </ul>
	Work Programme	<p>It was resolved to note the report.</p> <p>Action :</p> <ol style="list-style-type: none"> <li>(1) That the Partnership and Regeneration Scrutiny Committees Draft Work Programme be published on the Council's web-site.</li> <li>(2) To incorporate this Committees suggestion as items for discussion, as noted above, into the Draft Work Programme.</li> </ol>
	Chair and Vice-Chair Update and Any Announcement	<p>It was resolved to accept the report and to thank the Corporate Programme Manager for her presentation.</p> <p>Action: That an update report on the work of the 3 Project Boards be submitted to a future meeting of this Committee.</p>
<b>25<sup>th</sup> September, 2013</b>	Economic Development on Anglesey: Overview, Opportunities and Challenges	<p>it was resolved</p> <ul style="list-style-type: none"> <li>- To note the contents of the report and recognise the importance of the unprecedented economic transformation opportunity presented and the County Council's and Economic Development Units role in delivering the Enterprise Island vision;</li> <li>- To recognise the key role of the County Council and the Economic</li> </ul>

		<p>Development Unit in ensuring local people, communities and businesses capitalise fully on the future opportunities;</p> <ul style="list-style-type: none"> <li>- To recognise the need to safeguard resources and capacity within the Economic Development Unit to support the delivery of the Enterprise Island vision;</li> <li>- To recognise the need for the County Council's financial resources as match funding to secure future EU and other resources to progress Enterprise Island.</li> </ul> <p>-To invite the Skills Development Officer, employed on behalf of the 6 North Wales Local Authorities as part of the North Wales Economic Ambition Board to move the skills agenda forward.</p>
	Menter Môn	<p>It was resolved to thank Mr. Gerallt Ll. Jones, Managing Director of Menter Môn for his informative presentation.</p> <p>Action :</p> <ul style="list-style-type: none"> <li>-To support Menter Môn to start negotiations with the County Council and the Economic Development Unit to discuss possible funding for projects contained within the report.</li> <li>-That arrangements be made to visit projects completed within the rural community who have benefited from the RDP grant funding.</li> <li>-That Mr. Gerallt Ll. Jones, Managing Director of Menter Môn is appointed as a Co- Opted Member of this Committee with no voting rights.</li> </ul>
	Work Programme	It was resolved to accept the report.
	Chair and Vice-Chair Update and Any Announcement	Noted
<b>21<sup>st</sup> November, 2013</b>	Matters Referred to the Committee for Consideration in relation to a Call-in of a decision: Science Park development	It was resolved to endorse the resolution of the Executive in this respect.
<b>28<sup>th</sup> November, 2013</b>	Update on the Partnership Unit	It was resolved to note the report.
	Annual Review of the Community safety Partnership	Following a question and answer session it was RESOLVED to note
	Communities First – Ynys Môn	It was resolved to note the report the report and to request that Môn Communities First Ltd. publishes their minutes of Board meetings on their website and exclude any Confidential matters as appropriate.

		Action: To receive an Annual Report on the Communities First programme on Anglesey.
	Consultation document on the north wales fire and rescue	It was resolved to note the report. Action : To support the implementation of a 3 year financial plan for 2014/15 to 2016/17 that funds the current level of service, but that aims to limit the cost of doing so to the equivalent of an extra £1 per year per head of population.
	Chair and Vice-Chair Update and Any Announcement	Noted
	Work Programme	It was resolved to accept the report.
<b>15th January, 2014</b>	Proposed Establishment of Health and Social Care Integrated Delivery Board for Anglesey	It was resolved to approve in principle the proposal to develop an Integrated Delivery Board for Community Health and Care Services on the Isle of Anglesey
	Statement of Intent on Integrated Care for Older People with Complex Needs	It was resolved to note and endorse the recommendations of the Executive.
	Budget 2014/2015 – Executive’s Draft Proposals	It was resolved to accept the Executive’s draft budget proposals for 2014/2015.
	Chair and Vice-Chair Update and Any Announcement	There was no update or announcements to report by the Chair or Vice-Chair.
	Work Programme	It was resolved to accept the report.
<b>4th February 2014</b>	Timing of Meetings	It was resolved unanimously that the Partnership and Regeneration Scrutiny Committee should continue to commence at 2.00 p.m.
<b>13th March, 2014</b>	North Wales Residual Waste Treatment Project	It was resolved to accept the report and the recommendations contained therein. That the report and recommendations will be discussed by the Executive and the full Council in due course.

## 9. SCRUTINY COMMITTEE BRIEFING MEETINGS

- 9.1 Scrutiny best practice development is implemented by the Chairmen. A good example of this is the increasing number of briefing meetings held in 2013-14 by the Chairmen for respective Scrutiny Committee' Members.
- 9.2 Briefing a whole Committee helps to foster a team ethos. It also highlights the fact that Scrutiny is not politically affiliated and is there to make independent and constructive recommendations. Scrutiny is a team of acting apolitical Members coming together to gather evidence, by consensual questioning and analysis to conclude and provide an outcome i.e. a collective Scrutiny Recommendation.
- 9.3 Briefing meetings give the Committee members the opportunity to prepare for their formal meetings. Scrutiny Committee formal meetings are required by law to be open to the press and public unless they agree formally not do so when discussing sensitive official information.
- 9.4 Briefings provide the Committee members with a chances to digest the material being presented to them and thus for the Chairman to tease out the lines of enquiry each Members may have. The outcome is a line of questions to be shared with the relevant officer(s). The aim is not to waste valuable time at meetings, whereby an officer could be caught out with not having the relevant data with them, to answer the Councilor's question.
- 9.5 Early in 2013, the scrutiny support team introduced Briefings of Committees as a development exercise, showing with examples, the use of establishing a line of open questions to put to Scrutiny witnesses. This was planned to move away from previous scrutiny member behavior of individual members asking unplanned and unrelated questions. This was done to start to eradicate what the previous Recovery Board, Regulators and Commissioners had previously cited as 'poor behavior' in Scrutiny generally.
- 9.6 The Committee Briefings are the Chairman's opportunity to help develop the Committee and to clarify what is good practice in the eyes of the Wales Audit Office (WAO) and Welsh Government (WG). Other areas have also changed in Scrutiny in line with the W.G.'s requirement for modernisation i.e. Scrutiny have streamlined the Minutes, they are now shorter to the point, not verbatim, they are written for the public and to be more efficient.

### **SUMMARY - Meetings to brief Scrutiny Committees are for the Chairman to ensure how the Scrutiny Committee meeting will run and to enable:**

- The Committee to present in a professional and organised manner and to add value to the governance process.
- To enable each member, to voice their individual grievances and opinion in private.
- Once all members have been heard, the Chairman will need to co-ordinate and understand their views in order to convert into questions and classify the questions. This will provide a line of questions for the relevant Directors/Senior Officers to aid their preparation.
- To enable the Chairman to start preparation for his summing up at the end of the scrutiny committee meeting and word the Committee's actions/resolutions for the Committee Officer.

- It is part of a Scrutiny chairman’s role not just to keep order at a meeting but also to improve the Committee’s performance. The Committee is being monitored by the Regulators to add value to the Council’s governance process as a whole. Scrutiny Officers are there to support the Chairman in his duties and advice and guide the work of the Scrutiny Committees.

## 10. WALES AUDIT OFFICE SCRUTINY IMPROVEMENT PROJECT

10.1 The Wales Audit Office (WAO) review “National Scrutiny Improvement Study ‘Good scrutiny? Good question!’ began in September 2012 (with all field work and reporting being completed to the WAO by May 2013). There was an understanding from the out set that the outcomes of the review would be presented at an all Wales Scrutiny Conference on the 28 November 2013 to share good practice areas between all the Welsh Councils. The review feeds into this year Annual Overview and Scrutiny Report.

10.2 This had been a very different way of working, insofar as **it had not been a “traditional” audit**, but one that involved real-time shared activity and working together, self-evaluation and peer learning exchange opportunities. The focus has been on gaining an insight and supporting and developing sustainable improvement and not just on providing assurance of processes. The study was undertaken in six phases:

Phase1 (2012-2013)	Summer 2012 - Scoping.
Phase 2	September/October 2012- Initial self-evaluation,
Phase 3	05/12/12 – Initial North Wales Regional Workshop.
Phase 4	January to March 2013- Fieldwork through peer review learning exchange teams.
Phase 5 (2013-2014)	19/04/13- North Wales Regional workshop and final self-evaluation refinement by the 31 May 2013.
Phase 6	28 November 2013-National reporting and dissemination.

10.3 The WAO’s self-evaluation document was set out as follows:

- Questions 1 to 12 – Scrutiny Environment;
- Questions 13 to 21 – Scrutiny Practice &
- Questions 22 to 27 – Impact of Scrutiny.

Each question was broken down into the following elements:

- Findings & supporting evidence,
- Positive Aspects of Scrutiny & Areas for Improvement.

10.4 The W.A.O completed the study and issued their interim report in two parts:

**Anglesey’s Final Self-evaluation.** Consisted of:

- a) Anglesey’s original September 2012 evaluation.
- b) Gwynedd’s evaluation of the Scrutiny arrangements in Anglesey (April 2013) following their Peer Learning Exchange Team Visits.

- c) Anglesey's final evaluation during April 2013. Being mindful of the comments made by Gwynedd, Anglesey's Peer Review Learning Exchange Team agreed to resubmit our original Sept 2012 document as the final evaluation.
- d) An analysis of how Anglesey's final 'score' on each question compared with the other 21 councils. A lengthy document from the WAO was received, which contained all the responses submitted in support of the final self-evaluations divided into the following sections:
  - Findings & supporting evidence,
  - Positive Aspects of Scrutiny &
  - Areas for Improvement.

10.5 The final report provided a unique opportunity to explore and gain an overview of how each of the 22 local authorities in Wales delivers Overview and Scrutiny.

10.6 From a Anglesey perspective, participating in this study has provided a positive opportunity to compare and contrast on how we deliver and promote Overview and Scrutiny internally (i.e. in terms of its role within the democratic process, accessibility and knowledge of it by Members and Officers and how the citizens of Anglesey and other stakeholders interact and actively engage in the process). This has provided us with an opportunity to learn from others who have scored higher than Anglesey.

10.7 The study captured the enthusiasm (both Members and Officers) to embrace the networking opportunities which have arisen during the study e.g. Peer review exchanges as well as the two North Wales Regional Workshops.

#### 10.8 **CONCLUSION:**

- Although only one member of the Study's Peer Review Exchange Team was re-elected during County Council election in May 2013 the said member was voted Leader of the new administration. Consequently, we have a Scrutiny sponsor who understands the Scrutiny process and thus how we can add value by assisting and challenging the Executive, to assist in good corporate governance.
- The final report from the WAO has still not been published (at the time of going to print with this scrutiny annual report). In the interim, the Scrutiny Manager has considered the WAO's interim report containing the self-evaluation evidence. Some of the areas of activity had already been addressed and were included in the Scrutiny Plan 2013/14. In addition, we have planned for the anticipated outstanding areas in our Service Plan 2014/15, to further enhance Overview and Scrutiny arrangements. The detail of the activity will be outlined in a follow up action Plan once the WAO's publication is received.

## 11. **SCRUTINY NETWORKS**

- 11.1 Anglesey Scrutiny Team is part of the
- North Wales Scrutiny Officers Network [NWSO].
  - National Welsh Scrutiny Officer Network.
  - National Scrutiny Chairmen's Network.
  - Wales Centre of Public Scrutiny.



11.2 The Anglesey Scrutiny Manager in 2013 worked with her professional Wrexham counterpart to work up the North Wales submission for 'Outcomes and Characteristics for effective local government scrutiny'. This was prompted by receipt of the characteristics that Scrutiny were to answer in the Wales Audit Office's National Scrutiny Study. Once our colleagues on the North Wales Scrutiny Officers Network agreed them they were forwarded to the National Welsh Scrutiny Officer Network. They were then agreed by the Centre of Public Scrutiny who liaised with the Welsh Local Government Association and the result a:

- **National Set of Characteristic for effective Scrutiny championed by the Minister for Local Government and the Auditor General**
- **"Scrutiny in the Spotlight: investing to maximise its impacts" document**

## 12. SCRUTINY ENGAGEMENT

12.1 The views and ideas of the public and other organisations with an interest in a topic under consideration are valuable in effective Scrutiny.

12.2 Best practice Scrutiny normally involves Members working with local people and organisations to provide effective and responsive services.

12.3 Scrutiny Committees will meet in public (except in circumstances where confidential matters are to be discussed) and the dates, location of the meetings and the forward work programmes are available on the Council's web site at <http://www.anglesey.gov.uk>

12.4 Partners and outside agencies may also be invited to attend Scrutiny Committees to enable the Committee to seek their views and observations on issues affecting the delivery of corporate objectives.

12.5 To find out more about Scrutiny in Anglesey or to give your views please contact the Scrutiny Team at:

Scrutiny Team,  
Isle of Anglesey County Council,  
Council Offices.  
Llangefni.  
Anglesey.  
LL77 7TW

[scrutiny@anglesey.gov.uk](mailto:scrutiny@anglesey.gov.uk)

Bev Symonds	Scrutiny Manager responsible for: - Lead support officer to the Corporate Scrutiny Committee	(01248) 752078 <a href="mailto:bsxce@anglesey.gov.uk">bsxce@anglesey.gov.uk</a>
Geraint Wyn Roberts	Scrutiny Officer responsible for: - Lead support officer to the Partnership and Regeneration Scrutiny Committee	(01248) 752039 <a href="mailto:gwrce@anglesey.gov.uk">gwrce@anglesey.gov.uk</a>

THE END.

This page is intentionally left blank

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>MEETING:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>8 MAY 2014</b>
<b>TITLE OF REPORT:</b>	<b>Democratic Services Committee – Annual Report 2013/14</b>
<b>REPORT BY:</b>	<b>Chair of the Democratic Services Committee</b>
<b>PURPOSE OF REPORT:</b>	<b>To report on the Work of the Committee during 2013/14</b>

1) **Introduction**

The Local Government (Wales) Measure 2011 places a duty on the Council to establish a Democratic Services Committee and to appoint one of its Officers as Head of Democratic Services.

The main purpose of the Committee is to review the adequacy of provision within the Authority in terms of staff, accommodation and other resources to fulfill the duties and functions of Democratic Services. Under the Measure the Committee is obliged to meet at least once per annum and to report on such matters to Council.

This is the second annual report prepared by the Committee since its establishment in 2012.

2) **Work Programme of the Committee**

This report summarises the issues discussed by the Committee during 2013/14 and also provides commentary on current status.

In general the Committee has focused on the following areas:

- Member Development Programme
- Application for Wales Charter for Member Support and Development
- Webcasting of meetings, remote access and Town and Community Council websites
- Members Annual Reports

The table below summarises the issues discussed at each meeting during the past year.

Date of Committee	Subject	Current Status
24/04/2013	Draft Annual Report	The Annual Report for 2012/13 was submitted to the County Council on the 23 <sup>rd</sup> May and approved by Members.
02/07/13	<p data-bbox="507 443 906 913">Member Development Plan 2013/14</p> <p data-bbox="507 925 906 1429">Wales Charter for Member Support and Development</p> <p data-bbox="507 1440 906 1776">Broadcasting of Meetings and Remote Attendance</p> <p data-bbox="507 1798 906 2054">Members Annual Reports</p>	<p data-bbox="922 443 1476 891">The Member Development Plan was approved by the County Council on the 23<sup>rd</sup> May 2013. Phase 1 of the programme focused on compliance aspects and Phase 2 on more service specific elements. At the Committee the Chair was nominated Member Development Champion. Reference was also made to the personal development reviews and further work scheduled in the Autumn of 2013 supported by the WLGA.</p> <p data-bbox="922 925 1476 1406">A report detailing the progress made to date was considered following the completion of a self-assessment template by the Council submitted to the WLGA earlier in 2013 as part of the submission for Charter Status. The report detailed that some further evidence was requested following feedback from the WLGA and this was detailed in the report. The reported noted that the aim was to receive the Charter Mark recognition during 2013/14.</p> <p data-bbox="922 1440 1476 1765">A report was considered detailing the financial allocation provided by Welsh Government to assist Local Authorities with the Broadcasting of meetings and also remote access. The report also referred to the grant provision for each Community Council to support the establishment of Community Council websites.</p> <p data-bbox="922 1798 1476 2054">This was a follow up report to the information submitted to the Committee on 4<sup>th</sup> February 2013. The report detailed the proposed timetable for completion of Annual Reports by Members during 2013/14. Guidance was subsequently issued</p>

		to Members for completing a template. Members were also offered a briefing session to assist with this task.
01/10/13	<p>Webcasting of Meetings and Remote Attendance</p> <p>Member Training and Development Plan</p> <p>Personal Development Reviews for Members</p> <p>Welsh Charter for Member Support and Development</p>	<p>A progress report was considered by the Committee following an initial report on the 2<sup>nd</sup> June 2013. The Committee recommended to Council to proceed with the webcasting of meetings for a two-year pilot period and that meetings of the Council, Executive and Planning Committee shall be broadcast. This was subsequently considered by the Council at its meeting on 10/10/13 and recommendations approved.</p> <p>On the issue of remote access, it was reported that final guidance was awaited prior to the need to amend the Council's Constitution.</p> <p>The Committee was updated on the training events arranged for Elected Members, Lay Members and Community Councils since the last meeting of this Committee.</p> <p>A report was submitted on the arrangements for conducting personal development reviews for Members to inform future member training and development requirements.</p> <p>A further progress report was considered by the Committee as part of the Council's submission for Charter status.</p>
30/01/14	Consultation on Budget Proposals 2013/14	The Committee considered proposed savings in relation to Democratic Services and also the views of the Corporate Scrutiny Committee held on 14 <sup>th</sup> January 2014 which had scrutinised budget savings.

	<p>Webcasting of Meetings and Remote Attendance</p> <p>Town and Community Council Website Development</p> <p>Member Training and Development Plan</p>	<p>The Committee's comments were subsequently considered by the Executive on the 10<sup>th</sup> February 2014 as part of deliberations on the final budget proposals.</p> <p>A progress report and proposed timetable for commencing webcasting of meetings was considered and updated information since reporting to Members on the 1<sup>st</sup> October 2013. In addition, the position concerning remote attendance was also referred to.</p> <p>A progress report was considered and updated information presented on the current position regarding utilisation of the Welsh Government grant offered to each Town and Community Council. The report also noted that further guidance was expected from Welsh Government on carryover arrangements to 2014/15.</p> <p>Progress was reported on the Member Training and Development Plan noting that a total of 34 formal training sessions had been organised between May and December 2013.</p>
26/03/14	Member Development Charter	<p>The Council had met the necessary criteria for Charter Status and this was recognised at the Council meeting on 6<sup>th</sup> March 2014. The report noted that the award had been granted for a period of three years and that future re-assessment would be through written submission. The Committee was also advised that there was scope for the Council to work towards meeting the Advanced Charter level which was a new award developed by the WLGA – The Good Practice and Innovation Award for Member Support and Development.</p>



	<p>Members Annual Report</p> <p>Member Development Programme and Personal Development Reviews (PDR's)</p> <p>Committee Work Programme 2014/15</p>	<p>This was a follow up report on information reported to this Committee on the 4<sup>th</sup> February 2013 and 2<sup>nd</sup> July 2013 on the Council's obligation to ensure that arrangements are in place for Members to make an annual report on their Council activity. Members were requested to prepare draft reports by 9<sup>th</sup> April 2014 for publication on the Councils website by June 2014 at the latest.</p> <p>An updated report was considered noting progress on both aspects and the need to prepare the member development programme for 2014/15 which should be presented for consideration of the Council on 8<sup>th</sup> May 2014.</p> <p>The majority of the Elected Members had attended/completed their Personal Development Review meetings and identified individual training needs forwarded to the Senior HR Development Officer. Generally, the requirements highlighted involved additional ICT training/Mentoring and discussions with Officers dealing with Finance and Planning matters. Where a number of similar training requirements have been identified, these will be incorporated into the overarching Development Plan for 2014/15.</p> <p>The Committee considered the scope for its work programme for 2014/15 and resolved that it would focus on the following areas:</p> <ul style="list-style-type: none"> <li>• The Member Development and Training Plan including</li> <li>• Personal Development Reviews;</li> <li>• Webcasting of meetings and remote attendance;</li> </ul>
--	---	--



		<ul style="list-style-type: none"> <li>• Local Government (Wales) Measure 2011;</li> <li>• Independent Remuneration Panel Annual Report;</li> <li>• Modernising working practices;</li> <li>• Budget for 2015/16 and impact on Democratic Services.</li> </ul> <p>The report also noted that the Interim Head of Democratic Services was also proposing to arrange a focus group for all Members during the first quarter of 2014/15 in order to receive feedback on working practices to further inform the Committees work programme.</p>
--	--	---

<b>3) Recommendation</b>
<p>The County Council is requested to accept the report and note the matters discussed as part of the Committee's Work Programme for 2013/14.</p>

**Chair of Democratic Services Committee**  
**15/04/14**

This page is intentionally left blank

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>COMMITTEE:</b>	<b>COUNTY COUNCIL</b>
<b>DATE:</b>	<b>08 MAY 2014</b>
<b>TITLE OF REPORT:</b>	<b>MEMBER DEVELOPMENT PLAN – APRIL 2014 – MARCH 2015</b>
<b>PURPOSE OF REPORT:</b>	<b>TO SEEK COUNCIL APPROVAL TO THE DEVELOPMENT PLAN FOR ELECTED MEMBERS</b>
<b>REPORT BY:</b>	<b>INTERIM HEAD OF DEMOCRATIC SERVICES</b>
<b>LEAD OFFICER:</b>	<b>MIRIAM WILLIAMS, SENIOR HUMAN RESOURCE DEVELOPMENT OFFICER</b>

There is a duty on the Authority to provide training and development opportunities for its Members and to make information available to the Council on an annual basis.

During 2012/13, the Council established a Democratic Services Committee in accordance with the Local Government (Wales) Measure 2011. The Committee has responsibility for matters relating to Member Training and Development.

During last year a comprehensive programme of training was provided and informed by the needs of Members and the organisation, supported by the WLGA with a commitment to work towards achieving the WLGA Member Development Charter Status Award. The existing Strategy was a key aspect of achieving Charter Status which provides focus on continued Member Development and Support.

At its core, the Strategy is about understanding the needs of Members so that they may be better supported in their roles through the provision of appropriate development which is constantly monitored, evaluated and reviewed to ensure that it is both “fit for purpose” and of the right quality.

Since the election Members of the Council have been issued with a generic job description and person specification which includes reference to personal and role development opportunities provided by the Authority.

Moving forward the induction and on-going development programme for Members is crucial. The attached Training Plan for the period May 2014 to March 2015 has been prepared to highlight the main areas of development to be offered during this period. The programme, will as far as possible, seek to accommodate Members needs

e.g a mixture of day and evening sessions and the format of the training varied e.g. workshops, mentoring, e-learning and one-to one etc.

This document will be a “rolling programme” of sessions, which will depend on the individual needs of Members together with those of the Council/other stakeholders whilst reflecting the resources available. The personal development reviews to be undertaken by Members during the year will be an important element of this process.

The intention is for the plan to continue to make further positive steps towards supporting Members in their roles, improving standards and developing good practices that assisted the achievement of the Member Development Charter status last year.

The Democratic Services Committee will be monitoring progress on a regular basis including further review/updating based on Members and organisational needs. In addition, reports will be submitted to the Standards Committee as appropriate.

**RECOMMENDATION:**

To adopt and undertake the Training Plan for Members as set out in the attached enclosure.

**Huw Jones**  
**Interim Head of Democratic Services**  
**30.04.2014**

**CYNLLUN DATBLYGU AR GYFER AELODAU ETHOLEDIG/  
DEVELOPMENT PLAN FOR ELECTED MEMBERS  
EBRILL /APRIL 2014 – MAWRTH/MARCH 2015**

**Mae'r Cynllun yma yn seiliedig ar wybodaeth wedi ei gasglu gan Swyddogion/Cynlluniau Datblygu Personol, Aelodau Etholedig/Anghenion Siarter Aelodau.**

**Bwriedir i'r cynllun gael ei ddiwygio'n briodol fel mae blaenoriaethau/deddfwriaeth yn newid/ ac bydd yn ddibynol ar argaeledd cyllidebau i'w gefnogi.**

**This Plan is based on information collated from Officers/Elected Member Personal Development Plans/Member Charter requirements**

**The intention is that the plan is amended appropriately as priorities/legislation changes. The plan is also dependent on availability of budgets to support.**

<p style="text-align: center;"><b>PWNC</b></p> <p style="text-align: center;"><b>SUBJECT</b></p>	<p style="text-align: center;"><b>CYNULLEIDFA</b></p> <p style="text-align: center;"><b>AUDIENCE</b></p>	<p style="text-align: center;"><b>DYDDIAD</b></p> <p style="text-align: center;"><b>DATE</b></p>
<p><b>Ymwybyddiaeth Amddiffyn Plant ac Oedolion Bregus/ Child Protection and Vulnerable Adults Awareness sessions</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ebrill a Mai/ April and May 2014</p>
<p><b>Sesiynau Gweddarlledu/ Webcasting Sessions</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Ebrill a Mai/ April and May 2014</p>
<p><b>Hyfforddiant Cyfryngau Cymdeithasol/ Social Media Training</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p><b>Delio gyda'r Cyfryngau/ Dealing with the Media</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p><b>Adolygiad Cynlluniau Datblygu Personol/ Personal Development Reviews Review</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Medi/September 2014</p>
<p><b>Cyfansoddiad/ Constitution</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p><b>Diwygiad Lles/ Welfare Reform</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>

<p><b>Series of Finance/Audit sessions to include:</b></p> <ul style="list-style-type: none"> <li>• <b>Statement of Accounts</b></li> <li>• <b>Counter Fraud Arrangements</b></li> <li>• <b>Treasury Management</b></li> <li>• <b>Risk Management</b></li> </ul>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>Mehefin/June 2014 Medi/September 2014 Hydref/October 2014 Rhagfyr/December 2014</p>
<p><b>Sesiwn Caffael/ Procurement Session</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p><b>Diweddaru Trwyddedu/ Licencing Updates</b></p>	<p>Pwyllgor Trwyddedu/ Licencing Committee Members</p>	<p>Fel bô'r angen/ As and when required</p>
<p><b>Cyfres o Hyfforddiant &amp; Diweddariad Materion Cynllunio i gynnwys:/ Series of Planning Training &amp; Updates to include:</b></p> <ul style="list-style-type: none"> <li>• <b>Sesiwn Comisiwn Dylunio Cymru/ Design Commission for Wales Session</b></li> <li>• <b>Diweddariad ar faterion Cynllunio/ update on Planning matters</b></li> </ul>	<p>Pwyllgor Cynllunio/ Planning Committee</p>	<p>Fel bô'r angen/ As and when required</p>

Page 5

<p><b>Cyfres o sesiynau ymwybyddiaeth/gwybodaeth yn ymwneud â Ynys Ynni/Datblygiadau Mawr/</b></p> <p><b>Series of awareness/information sessions regarding Energy Island/Major Developments</b></p>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>
<p><b>Cyfres o sesiynau ar faterion Tai a Cymuned i gynnwys:/</b> <b>Series of sessions relating to Housing and Community to include:</b></p> <p>Page 100</p> <ul style="list-style-type: none"> <li>• <b>Digartrefedd/Homelessness</b></li> <li>• <b>Tai Fforddiadwy/Affordable Housing</b></li> <li>• <b>Polisi Gosod/Letting Policy</b></li> <li>• <b>Deddf Tai/Housing Law</b></li> <li>• <b>Materion Gofalwyr a Gofalwyr Ifanc/Caring and Young Carer Matters</b></li> <li>• <b>Eiriolaeth a Chyfranogiad Plant/Advocacy and Children's Participation</b></li> <li>• <b>Bil Gwasanaethau Cymdeithasol (Cymru)/ Social Services Bill (Wales)</b></li> <li>• <b>Diogelu a Rhiant Corfforaethol/ Safeguarding and Corporate Parenting</b></li> <li>• <b>Materion Oedolion/Matters relating to Adults</b></li> </ul>	<p>Holl Aelodau Etholedig/ All Elected Members</p>	<p>I'w gadarnhau/ To be confirmed</p>



<p><b>Cyfres o sesiynau yn ymwneud ag Addysg, megis:/</b>  <b>Series of sessions involving Education matters such as:</b></p> <ul style="list-style-type: none"> <li>• <b>Rôl Aelod Etholedig fel Llywodraethwr Ysgol/Role of Elected Members as School Governors</b></li> <li>• <b>Trosolwg o'r blaenoriaethau sydd yn wynebu ysgolion/Overview of the priorities facing schools</b></li> </ul>	<p>Holl Aelodau Etholedig/  All Elected Members</p>	<p>I'w gadarnhau/  To be confirmed</p>
<p><b>Cyfres o sesiynau gyda'r Uwch Dim Rheoli gydag Academi Cymru/Series of sessions with the Senior Management Team Academi Wales</b></p>	<p>Pwyllgor Gwaith a'r Pwyllgor Gwaith Cysgodol/  Executive and Shadow Executive</p>	<p>I'w gadarnhau/  To be confirmed</p>
<p><b>Gwella Sgiliau Sgrwtini/Enhanced Scrutiny Skills</b></p>	<p>Aelodau o'r Pwyllgorau Sgrwtini/  Scrutiny Committee Members</p>	<p>Rhaglen i'w chadarnhau/  Programme to be agreed</p>
<p><b>Ymwybyddiaeth Diogelu Data/Materion Cyfrinachedd/Awareness of Data Protection/Confidentiality issues</b></p>	<p>Holl Aelodau Etholedig/  All Elected Members</p>	<p>I'w gadarnhau/  To be confirmed</p>

<b>Cwrs Sgiliau Arweinyddiaeth CLILIC/ WLGA Leadership Skills Course</b>	Aelodau Penodol/Specific Members	Hydref – Rhagfyr/ October – December 2014
<b>Sgiliau Cadeirio/ Chairing Skills</b>	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
<b>Sgiliau TG/ IT Skills</b>	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
<b>Sgiliau Iaith/Language Skills</b>	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
<b>Mentora/Mentoring</b>	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified
<b>Ddysgu/ E Learning</b>	Holl Aelodau Etholedig/ All Elected Members	Fel yr adnabyddir/ As and when identified

- Trefnir sesiynau ar gyfer Cyngorau Bro a Thref lle bô'r angen/  
Sessions for Town and Community Councils will be arranged as/when identified
- Bydd Aelodau o'r Pwyllgor Safonau ac Aelodau Lleyg yn cael gwahoddiad i rai sesiynau lle'n briodol /  
Where appropriate, Members of the Standards Committee and Lay Members will be invited to sessions

# PRAWF BUDD Y CYHOEDD PUBLIC INTEREST TEST

**Adran 85 Deddf Llywodraeth Leol 1972 – Presenoldeb mewn Cyfarfodydd**

Paragraff(au) 12 a 13 Atodlen 12A Deddf Llywodraeth Leol 1972  
Paragraph(s) 12 and 13 in Schedule 12A of the Local Government Act 1972

## Y PRAWF – THE TEST

O BLAID DATGELU / FOR DISCLOSURE	YN ERBYN DATGELU / AGAINST DISCLOSURE
<p>Mae yna fudd i'r cyhoedd wrth ddatgelu oherwydd / There is a public interest in disclosure as:-</p> <ul style="list-style-type: none"> <li>• Mae gan y cyhoedd, yn arbennig y rheini yn y ward dan sylw, ddi-ddordeb dilys mewn materion sy'n ymwneud â gallu eu cynrychiolwyr etholedig i ymgymryd â'u swyddogaethau / The public, particularly those in the ward concerned, have a legitimate interest in matters relating to their elected representatives' capacity to undertake their role.</li> <li>• Disgwyliad o dryloywder mewn perthynas ag agweddau sy'n ymwneud â materion cyhoeddus / Expectation of transparency regarding matters relating to public affairs.</li> </ul>	<p>Y budd i'r cyhoedd wrth beidio datgelu yw / The public interest in not disclosing is:-</p> <ul style="list-style-type: none"> <li>• Mae'r Adroddiad yn cynnwys data personol sensitif fel y diffinnir yn Neddf Diogelu Data 1998 / The Report concerns sensitive personal data within the definition of the Data Protection Act 1998.</li> <li>• Byddai datgelu i Aelodau'r Cyngor, y mae ganddynt ddisgresiwn statudol i wneud y penderfyniad angenrheidiol, yn cyfateb i brosesu teg a chyfreithlon dan y Ddeddf ac mae gwrthrych y data wedi rhoi caniatâd diamwys ar gyfer datgeliad o'r fath / Disclosure to Council Members, who have the statutory discretion to make the decision required, would constitute fair and lawful processing under the Act and such disclosure has the explicit authority of the data subject.</li> <li>• Nid oes unrhyw ganiatâd diamwys i gyhoeddi'r wybodaeth yn ehangach. Cyngorir yr Aelodau felly y byddai datgelu'r wybodaeth yn ehangach i'r cyhoedd, yn absenoldeb caniatâd diamwys gan wrthrych y data, yn achos efallai o dorri'r Ddeddf ac y gellid cymryd camau yn ei gylch, ac eithrio os yw Aelodau yn gallu nodi rheswm neu resymau diymwad yn dangos pam y byddai datgelu'r wybodaeth yn gyhoeddus yn gorbwyso'r anfantais i'r unigolyn / There is no explicit authority for wider publication and Members are therefore advised that wider public disclosure, in the absence of explicit agreement of the data subject, may be an actionable breach of the Act, unless Members are able to identify an overwhelming reason or reasons why the benefit of disclosure to the public would outweigh the detriment to the individual.</li> </ul>

**Argymhelliad -**

Nid oes budd diymwad i'r cyhoedd o gyhoeddi'r wybodaeth o gymharu â hawliau a buddiannau'r unigolyn yn yr achos hwn. Argymhellir bod Aelodau yn cadarnhau statws eithriedig yr adroddiad sydd ynghlwm a'r drafodaeth arno.

**Recommendation -** There is no overwhelming public interest in publication when compared to the rights and interests of the individual in this case. Members are recommended to confirm the exempt status of the attached Report and discussion thereon.

This page is intentionally left blank

By virtue of paragraph(s) 12, 13 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

## Agenda Item 18.

Document is Restricted

This page is intentionally left blank