



**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  
9 HYDREF 2014**

**THURSDAY  
9 OCTOBER 2014**

**➔ am 2.00 o'r gloch ←**

**➔ at 2.00 pm ←**

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

**1. MINUTES**

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

- 8th May, 2014 (10.30 am)
- 8th May, 2014 (Annual Meeting) (2.00 pm)
- 29th July, 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. QUESTIONS RECEIVED PURSUANT TO RULE 4.1.12.4 OF THE CONSTITUTION**

**5. PRESENTATION OF PETITIONS**

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

**6. ANNUAL PERFORMANCE REPORT 2013-14**

- To report that that the Executive upon consideration of the above at their meeting on 8th September, 2014 had resolved as follows :-

*“to delegate authority to the Deputy Chief Executive, in consultation with the Portfolio Holder for Corporate Performance, to complete and publish the full plan for submission to the full Council in October.”*

- To submit the report by the Deputy Chief Executive.

**7. ANNUAL TREASURY MANAGEMENT REVIEW 2013-14**

- To report that the Executive upon consideration of the above meeting on 8th September, 2014 had resolved as follows :-

*“To accept the report.”*

- To submit the report by the Head of Function (Resources) and Section 151 Officer.

**8. CONSTITUTIONAL CHANGES - COUNCIL PROCEDURE RULES AND THE APPOINTMENT OF THE CHAIR OF THE DEMOCRATIC SERVICES COMMITTEE**

- To report that the Executive upon consideration of the above at their

meeting on 8th September, 2014 had resolved as follows :-

- *to recommend to the full Council that the Council approves the changes to the Constitution as outlined in the report.*

- To submit the report by the Head of Function (Council Business)/Monitoring Officer.

#### **9. CONSTITUTIONAL CHANGES - THE FORWARD WORK PROGRAMME**

- To report that the Executive upon consideration of the above at their meeting on 19th May, 2014 had resolved as follows :-

*To recommend to the County Council :-*

- *That the proposed amendments to part 4.2.12 of the Constitution as detailed in the appendix to the report be approved, and*

- *The Monitoring Officer be authorised to update the Constitution accordingly.”*

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

#### **10. CONSTITUTIONAL CHANGES - FAMILY ABSENCE REGULATIONS**

- To report that the Executive upon consideration of the above at their meeting on 14th July, 2014 had resolved as follows :-

*To recommend to the County Council that:*

- *It approves the changes to the Council's Constitution as detailed in Appendix 1 to the report.*

- *A Democratic Services Sub-Committee be established for the purpose of hearing appeals under the Regulations.*

- *When a Member is taking family absence under the Regulations, and is paid a senior salary, this senior salary shall be discontinued during any period of family absence which exceeds two weeks. Pursuant to the Regulations, Members are still eligible to retain their basic allowance. A substitute may be appointed to cover for the Member on family absence provided that the period of absence is for longer than two weeks and the substitute shall be entitled to receive a senior salary where appropriate.*

- *The Chief Executive shall have delegated authority from the Council to cancel or end a period of family absence which is not covered by the Regulations.*

- To submit the report by the Head of Function (Council Business)/ Monitoring Officer.

#### **11. CONSTITUTIONAL CHANGES - REMOTE ATTENDANCE**

- To report that the Executive upon consideration of the above at their meeting on 14th July, 2014 had resolved as follows :-

**To recommend to the County Council that:-**

- ***It notes the report and the discretion provided in Section 4 of The Local Government (Wales) Measure 2011.***
- ***It rejects the use of remote attendance at this stage.***
- To submit the report by the Head of Function (Council Business)/Monitoring Officer.

**12. CONSTITUTIONAL CHANGES - POLICY FRAMEWORK RULES**

- To report that the Executive upon consideration of the above at their meeting on 8th September, 2014 had resolved as follows :-

***“to recommend to the full Council that the Council approves the changes to the Council’s Constitution as outlined within the report.”***

- To submit the report by the Head of Function (Council Business)/Monitoring Officer.

**13. CONSTITUTIONAL CHANGES - STANDING ORDERS**

- To report that the Executive upon consideration of the above at their meeting on 8th September, 2014 had resolved as follows :-

***To recommend to the full Council:-***

- ***To note the contents of the new Local Authority (Standing Orders) (Amendment)(Wales) Regulations 2014 (“the 2014 Regulations”);***

***To instruct the Monitoring Officer to amend the Constitution to reflect the changes required to bring the Constitution in line with the 2014 Regulations as detailed in this Report. The 2014 Regulations make changes to the existing Local Authorities (Standing Orders)(Wales) Regulations 2006 (“the 2006 Regulations”) as a result of changes introduced by the Local Government (Wales) Measure 2011.***

- To submit the report by the Head of Function (Council Business)/Monitoring Officer.

**14. TIMING OF COUNCIL MEETINGS**

- To report that the Democratic Services Committee upon consideration of the above at their meeting held on 18th June, 2014 had resolved as follows :-

***“RESOLVED to recommend to Council that the Interim Head of Democratic Services prepare proposals from 2015 onwards including options to hold meetings on specific days of the week, and that a representative from each***

***Group assist in this process.”***

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

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**ISLE OF ANGLESEY COUNTY COUNCIL**

**Minutes of the meeting held on 8 May 2014**

- PRESENT:** Councillor Gwilym O Jones (Chair)  
Councillor Raymond Jones (Vice-Chair)
- Councillors Lewis Davies, R Dew, Jeffrey M.Evans, Jim Evans, John Griffith, D R Hughes, T LI Hughes, Vaughan Hughes, Victor Hughes, W T Hughes, Llinos Medi Huws, A M Jones, Carwyn Jones, H E Jones, Richard Owain Jones, R.Meirion Jones, Alun W Mummery, R G Parry OBE, Dylan Rees, J A Roberts, Nicola Roberts, P S Rogers, Alwyn Rowlands and Ieuan Williams
- IN ATTENDANCE:** Chief Executive  
Director of Lifelong Learning  
Director of Sustainable Development  
Head of Function (Council Business)  
Interim Head of Democratic Services  
Head of Environmental & Technical Services  
Solicitor (Corporate Governance)  
Committee Officer (ATH)
- ALSO PRESENT:** Mr Michael Wilson (Chair of the Standards Committee) (Item 11), Non Tudur Williams (Senior Stakeholder Manager, Crown Post Office) (Item 5), Mr John Jones (Area Manager, Crown Post Office) (Item 5)
- APOLOGIES:** Councillor Ann Griffith, K P Hughes, R LI Jones and Dafydd Rhys Thomas

The Chair welcomed all those present to this meeting of the County Council and as this was his final meeting as Chair, he thanked both Officers and Members for their support during his period of office.

**1. MINUTES**

The minutes of the previous meetings of the County Council held on 27 February, 2014 and 27 March, 2014 were submitted and confirmed as a true record of the proceedings.

**2. DECLARATION OF INTEREST**

Councillor Jim Evans declared an interest in respect of item 5 on the agenda. He remained at the meeting for the presentation but withdrew during the subsequent question and answer session.

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

The Chair announced that a new political group had been formed under the name, Revolutionist Group comprising Councillor Jeff Evans as Group Leader and Councillor Peter Rogers.

The RT.Hon Carwyn Jones, AM and First Minister of Wales visited Communities First on Anglesey last week when he saw the Vocational Academy and also the LIFT scheme which supports unemployed households to obtain training and/or jobs. The First Minister congratulated the Council on its lead role in the Anti-Poverty Agenda and the staff for their excellent work. Anglesey's Communities First has had the greatest success across Wales in terms of securing employment and/or training for people currently unemployed.

On Sunday, April 27 a ceremony was held at Neuadd Farm in Llanbadrig to unveil a memorial plaque for the farmer who become known as the father of the Welsh Army Corps, Brigadier General Sir Owen Thomas. More than 90 years after his death, Sir Owen Thomas is still recognised as an inspirational figure and for his ability as an excellent leader. It was a privilege to be present at the ceremony to acknowledge and pay tribute to the outstanding achievements of Sir Owen Thomas including his service to his community, to Anglesey and to his country.

The Chair thanked Councillor Aled Morris Jones and Mrs Pat West, Principal Museums Officer for arranging this special event.

Congratulations were extended to Rhosybol Young Farmers' Club for its recent success at the Wales Young Farmers Entertainment Competition at Venue Cymru, Llandudno in achieving third place overall.

Congratulations were also extended to Councillor Carwyn Jones for achieving first prize for acting for his portrayal of Mrs Brown from "Mrs Brown's Boys", and to Elin Haf Morris Jones for her first prize for acting for her portrayal of Vera from "Gwlad yr Astra Gwyn."

The Chair extended his and Members' condolences to the family of Mr Richard Jones, former Head Teacher of Ysgol Kingsland, Holyhead. The late Mr Jones was originally from Caergeiliog but had spent his later years in Beaumaris. Condolences were also extended to any Members of the Council or staff who had suffered bereavement. Members and Officers stood as a mark of sympathy and respect.

**4. PRESENTATION OF PETITIONS**

None received.

**5. HOLYHEAD AND LLANGEFNI POST OFFICES**

The Chair welcomed Non Tudur Williams, Senior Stakeholder Manager, and Mr John Jones, Area Manager Crown Post Office Service to the meeting who as



representatives of the Post Office had be invited to address the County Council in accordance with the Council's resolution at its meeting of 27 February, 2014.

Non Tudur Williams addressed the Members on the Post Office's strategy and vision for the future of the whole Post Office network including the Crown Post Offices in order both to meet the challenge of fulfilling customer needs and wishes in different ways and to ensure a financially viable, sustainable and contemporary provision. She outlined the current provision in Anglesey and the means by which that is delivered and explained the latest position with regard to the plans for franchising the Crown Post Offices in Holyhead and Llangefni..

At the end of the address, Members were afforded the opportunity to question the Post Office's representatives with particular regard to their concerns regarding the plans for the Llangefni and Holyhead Crown Post Offices and their implications and possible impact in terms of employment, the accessibility of services and the ongoing efforts to regenerate both Llangefni and Holyhead town centres.

Representatives of the Post Office emphasised the Post Office's commitment to serving the community by being at the heart of the community and stated that the Crown's transformation programme and the wider network transformation programme are about investment, new branches, new formats and longer and more flexible opening hours.

The Chair thanked the Post Office's representatives for their time in attending this meeting of the County Council and for responding to Members' questions and concerns.

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

The report of the Deputy Chief Executive incorporating the Annual Delivery Document (Improvement Plan) for 2014/15 as presented to the meeting of the Executive on 22 April, 2014 was submitted for the Council's consideration.

The Portfolio Holder for Performance, Transformation, Corporate Plan and Human Resources said that the Delivery Document explains how the Council will deliver on its promises for the forthcoming year and that the Executive at its 22 April meeting had 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.

Councillor Peter Rogers referred to the objectives for transforming the Authority's Leisure Services and in particular identifying a new service delivery model for Llangefni Golf course and he emphasised the need for decisions regarding developing and/or decommissioning assets to be taken with a full understanding and appreciation of their implications and what their implementation will entail. He made specific reference to the CCTV provision. Councillor Aled Morris Jones, Portfolio Holder for Economic Development, Tourism and Leisure confirmed that a commitment had been made previously at the Scrutiny Committee and that all the Council's assets including the Llangefni Golf Club will be examined.

**It was resolved to adopt the Annual Delivery Document (Improvement Plan) for 2014/5.**

## 7. POLITICAL BALANCE

The report of the Interim Head of Democratic Services regarding political balance arrangements within the Council was presented for consideration.

It was reported that the Council needs to review the political balance arrangements on its committees following notice that one Member has ceased to be a member of the Independent Group, the subsequent formation of a new Revolutionist Group consisting of 2 Members and notice that 1 non-affiliated Member has joined the Independent Group. A revised matrix which set out the entitlement of seats to each group and seats to non-affiliated Members in accordance with local convention as confirmed by the Council at its 5th December 2013 meeting was tabled at the meeting.

Councillor Aled Morris Jones pointed out that his designation as an unaffiliated Member is erroneous as he is a member of a national political group – the Welsh Liberal Democrats, and he requested that that be reflected in the matrix.

The Head of Function (Council Business) explained that the use of the terminology “unaffiliated” is drawn from the Local Government and Housing Act 1989 and refers to the fact that Members for the purpose of political balance, are unaffiliated unless they are members of a group on the Council regardless of whether they are affiliated to a political party outside the Council. She suggested that the correction be minuted and an explanatory footnote added to the political balance matrix for future use. It was agreed that a footnote would be included in the standard matrix for future years explaining that unaffiliated means those not part of political groups represented on the Council.

Councillor Dylan Rees referred to the minutes of the Council’s meeting in December 2013 which reflected the fact that he had questioned the Leader on whether it was good practice to have both Labour Members on the Executive given that they were the only two Labour Councillors out of the Council’s total of thirty. The Leader had stated that he would provide a written response to the question and although that was not forthcoming, Councillor Rees confirmed he had discussed the matter with the Leader who had said that he wanted to ensure stability for a time before considering any changes as regards political balance. Councillor Rees asked since that was five months ago does the Leader now intend to take action regarding the lack of political balance on the Executive?

The Leader of the Council said that after having given the matter serious consideration he reaffirmed his belief in the importance of stability. He explained that the Independent and Labour groups had entered into a partnership and that as part of the partnership it was decided that the two Labour Members would serve on the Executive, and in that capacity they have made a valuable contribution. The Leader confirmed that he did not intend to make any changes at present.

**It was resolved –**

- To confirm the political balance arrangements and the number of seats allocated to each of the Groups under the Local Government 1989, and the number of seats given by custom and practice to the Members not subject to political balance as set out in the matrix.
- That in accordance with the above, the Council appoints unaffiliated Members to unallocated Committee seats and delegates to the Chief Executive in consultation with the Group Leaders to fill any casual vacancies to unaffiliated Members which may arise during the year.
- To confirm that where entitled, unaffiliated Members retain their current committee seats for the present and that Councillor Aled Morris Jones is appointed to the unallocated seat on the Indemnities Sub-Committee.
- That Group Leaders be requested to provide details of committee membership to the Interim Head of Democratic Services as soon as possible in accordance with the changes in membership noted in the report.

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

The report of the Interim Head of Democratic Services on the scheme for Member remuneration was presented for consideration. The report set out the Independent Remuneration Panel's (IRP) determinations for 2013/14 with regard to basic and senior salaries, civic salaries, payments to co-opted members and other payments and allowances along with details of restrictions where applicable as prescribed in its annual report of February, 2014.

**It was resolved –**

- To confirm the allocation of senior salaries to office holders for 2014/15 as per paragraph 2.12 of the report.
- 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 as per paragraph 2.6 of the report.
- That with regard to payments to co-opted Members, no annual cap is introduced for preparatory work (paragraph 3.5 of the report)
- To note other details on payments and allowances for 2014/15 as prescribed by the IRP as outlined in the report.

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

Councillor Ieuan Williams, Leader of the Council presented a verbal outline of the main events of the previous twelve months in which he focused on developments which testified to the Council's continuing improvement, progress and maturity.

Some Members of the Council expressed disappointment that the Leader's Annual report had not been available to them in written form in advance of the meeting which the agenda for the meeting indicated would be the case. The Head of Function (Council Business) confirmed that under the terms of the Constitution, the Leader of the Council is required to provide an Annual Report in a form to be agreed with the Chairperson of the Council. It was subsequently suggested that for future years a written version be circulated to Members after its presentation by the Leader. It was also suggested that the contents of the Annual Report should be

more balanced and include coverage of any aims and objectives that remain unachieved at the year's end.

**It was resolved to receive the Leader's Annual Report and to note its contents.**

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

The report of the Chair of the Audit Committee on the work of the Committee during the 2013/14 municipal year was presented. In the absence of the Chair and Vice-Chair of the Audit Committee, the report was presented by Councillor Jim Evans as a member of the Audit Committee.

Councillor Dylan Rees referred to a critical internal report on the Council's procurement arrangements and to a suggestion made by the WLGA in an article on buying goods and services with specific reference to leadership that local authorities produce an annual procurement report and identify a lead Cabinet Member and Lead Officer responsible for ensuring that procurement is as efficient as possible, and ensure that frontline councillors have a clearly identified role in reviewing and scrutinising procurement. He asked whether Councillor Jim Evans agreed that this would be good practice for the Isle of Anglesey County Council. Councillor Dylan Rees said that he was happy for Councillor Evans to refer the question to the Leader.

The Leader said he concurred with the suggestions made and he said that an extraordinary meeting of the Audit Committee had been convened at the end of the previous month which considered in detail the issue of procurement at the Council, and that recommendations for improving the procurement function had emerged from that meeting.

The inclusion as part of the Annual Report of information regarding Members attendance at Audit Committee meetings during the year was noted by Members as helpful and it was suggested that it be replicated in the other annual reports.

**It was resolved to receive the Annual Report of the Chair of the Audit Committee and to note its contents.**

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

The report of the Chair of the Standards Committee, Mr Michael Wilson regarding the Committee's programme of activities during 2013-14 along with its proposed programme for 2014-15 was presented.

**It was resolved -**

- **To note the programme delivered by the Standards Committee between April, 2013 and May 2014.**
- **To endorse the Standards Committee's programme for 2014/15 as outlined in Appendix B to the report.**

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

The Scrutiny Annual report detailing the work undertaken by the Council's two scrutiny committees from 23 May, 2013 to 8 May, 2014 was presented. Councillor R, Meirion Jones as the current Scrutiny Champion emphasised the role of scrutiny as critical friend and he asked for it to be noted with regard to the reduction of the scrutiny committees from 5 to 2 that the County Council had indicated that it would review this arrangement at the year's end.

**It was resolved -**

- **To note and approve the Scrutiny Committees' Annual report.**
- **To appoint Councillor Peter Rogers as Scrutiny Champion from May, 2014 to May, 2015.**

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

The report of the Chair of the Democratic Services Committee on the work of the Committee during 2013/14 was presented.

**It was resolved to accept the report and to note the matters discussed as part of the Committee's Work programme for 2013/14.**

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

The report of the Interim Head of Democratic Services incorporating a proposed Training Plan for Members for the forthcoming year was presented.

**It was resolved to adopt and undertake the Training Plan for Members for 2014/15 as set out in Appendix 1 to the report.**

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

The following question submitted on notice by Councillor Jeff Evans was put to Councillor Richard Dew, Portfolio Member for Highways, Property and Waste Management:

*"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 the provision?"*

The Portfolio Member for Highways, Property and Waste Management said in reply that in the last financial year, 2013/14, 31 business premises received a £500 grant amounting to £15,500. These were located all over the Island with a third situated in Holyhead. In 2013/14 the financial support for the grant was received directly from Welsh Government by the service. This year the grant will not be paid directly but will be received by the Council within the Revenue Support Grant. The Department expects to receive at least £15,000 from the RSG to continue with the grant

scheme in this year and the approved list of premises is being drawn up and will hopefully be completed by next week with similar figures again i.e. approximately 30 plus premises. As further information, to be included in the scheme each business needs to be open at reasonable times, provide disabled access and display an A4 size poster advertising the fact that toilet facilities are available for public use.

As a supplementary question, Councillor Jeff Evans asked whether the Portfolio Holder for Highways Property, and Waste Management would seek assurance from the Waste Management section that the toilet grant scheme is put in place immediately since he had been given to understand that no businesses had subscribed to the scheme currently and that no funding had been made available, and that the funding be earmarked to the Waste Management section.

The Portfolio Member for Highways, Property and Waste Management said that the majority of the businesses that were in the scheme last year have carried on voluntarily pending the outcome of this year's agreement. Work is being done at the moment now the grant is in place and hopefully these will be approved by next week.

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

The following notice of motion by Councillor R.Meirion Jones was submitted in accordance with Council Procedure Rules 4.1.13.1 and 4.1.17.1 and was signed by Councillors R.G.Parry, OBE, Dylan Rees, Nicola Roberts, Carwyn Jones, Llinos Medi Huws, John Griffith, Trefor Lloyd Hughes, Alun Mummery, Ann Griffith and Vaughan Hughes:

- *“To reconsider the times of meetings of the County Council, Executive, 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*

Councillor R Meirion Jones spoke to the motion.

**It was resolved to refer the matter to the next meeting of the Democratic Services Committee.**

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

**It was considered and 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.***

**18. APPLICATION BY A COUNCILLOR TO EXTEND HIS PERIOD OF SICKNESS ABSENCE**

The report of the Monitoring Officer on the contents of the application was presented.

**It was resolved for the purpose of Section 85 of the Local Government Act 1972 to accept the ill health of the councillor as the reason for his failure to attend meetings and to approve his absence from all Council or Committee meetings for an additional 6 month period from the 11th June, 2014 until the 11th December, 2014.**

The meeting concluded at

**COUNCILLOR G O JONES  
CHAIR**

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# ISLE OF ANGLESEY COUNTY COUNCIL

## Minutes of the meeting held on 8 May 2014

**PRESENT:** Councillors Raymond Jones, Lewis Davies, R Dew, Jim Evans, John Griffith, D R Hughes, K P Hughes, Vaughan Hughes, Victor Hughes, W T Hughes, Llinos Medi Huws, A M Jones, Carwyn Jones, H E Jones, R.Meirion Jones, Richard Owain Jones, Jeffrey M.Evans, Alun W Mummery, R G Parry OBE, Dylan Rees, J A Roberts, Nicola Roberts, P S Rogers, Alwyn Rowlands and Ieuan Williams

**IN ATTENDANCE:** Chief Executive,  
Corporate Director of Lifelong Learning,  
Corporate Director of Sustainable Development,  
Head of Function (Council Business)/Monitoring Officer,  
Solicitor Corporate Governance (AP),  
Committee Officer (MEH).

**ALSO PRESENT:** None

**APOLOGIES:** Councillors Ann Griffith, T LI Hughes, R LI Jones and Dafydd Rhys Thomas.

### 1. CHAIRPERSON

**RESOLVED that Councillor Vaughan Hughes be elected Chairperson of the Isle of Anglesey County Council for 2014/15.**

In accepting the honour of being appointed, Councillor Hughes promised the Council that he would carry out the duties involved to the best of his abilities. He also took the opportunity of paying tribute to the retiring Chairperson, Councillor Gwilym O. Jones for his commitment in representing the County Council throughout his term of office.

Councillor Gwilym O. Jones, the retiring Chairperson, thanked all the members and officers of the Council for their support and co-operation during his term of office. He also gave a synopsis of his duties as Chairperson which involved representing the County Council at various functions throughout the year. Councillor Jones also wished to thank the retiring Vice-Chairperson, Councillor Raymond Jones for his support throughout this term of office. He expressed his best wishes to Councillor Vaughan Hughes and hoped he would enjoy a happy and successful term of office as Chairperson of the County Council.

### 2. VICE-CHAIRPERSON

**RESOLVED that Councillor Jim Evans be elected Vice-Chairperson of the Isle of Anglesey County Council for 2014/15.**

Councillor Jim Evans thanked the members for their confidence in him. He expressed his intention to co-operate with and support the newly elected Chairperson.

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

None.

**4. DECLARATION OF INTEREST**

None to declare.

**5. DELEGATION BY THE LEADER/MEMBERSHIP OF THE EXECUTIVE**

In accordance with Paragraph 4.1.1.2 of the Constitution, the Leader of the Council named the following as the members he had chosen to serve on the Executive, together with their Portfolio responsibilities :-

Councillor Ieuan Williams (Leader)	-	Portfolio Holder for Education
Councillor J. Arwel Roberts	-	Portfolio Holder for Planning & Environment
Councillor K.P. Hughes	-	Social Services & Housing
Councillor Aled M. Jones	-	Economic Development, Tourism & Leisure
Councillor H. Eifion Jones	-	Finance
Councillor Richard A. Dew	-	Highways, Property & Waste Management
Councillor Alwyn Rowlands	-	Executive Business Manager, Performance Transformation, Corporate Plan & Human Resources

**6. ELECTION OF CHAIRPERSON OF THE DEMOCRATIC SERVICES COMMITTEE FOR 2014-15**

**RESOLVED** to appoint Councillor Vaughan Hughes as Chairperson of the Democratic Services Committee in accordance with paragraph 3.4.12.3 of the Constitution.

**7. CONFIRMATION OF THE SCHEME OF DELEGATION**

**RESOLVED** to confirm such part of the Scheme of Delegation as the Constitution determines it is for the Council to agree (as set out in Paragraph 3.2 of the Constitution).

## **8. CONFIRMATION OF COMMITTEES**

The Chairperson confirmed the re-appointment of the Committee structure as referred to in Section 3.4 of the Council's Constitution, together with the following :-

- Pay and Grading Panel (a sub-committee of the County Council)
- Standards Committee Appointments Panel
- Standing Advisory Council on Religious Education
- Special Educational Needs Joint Committee
- Indemnities Sub-Committee

## **9. PROGRAMME OF ORDINARY MEETINGS OF THE COUNTY COUNCIL**

**RESOLVED to approve the programme of Ordinary Meetings of the County Council for the ensuing year :-**

<b>9 October, 2014</b>	<b>-</b>	<b>2.00 p.m.</b>
<b>4 December, 2014</b>	<b>-</b>	<b>2.00 p.m.</b>
<b>26 February, 2014</b>	<b>-</b>	<b>2.00 p.m.</b>
<b>7 May, 2014</b>	<b>-</b>	<b>2.00 p.m. (Annual Meeting) (may need to change due to Parliamentary Election)</b>

The meeting concluded at 3.00 p.m.

**COUNCILLOR VAUGHAN HUGHES  
CHAIR**

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# EXTRAORDINARY MEETING OF THE ISLE OF ANGLESEY COUNTY COUNCIL

## Minutes of the meeting held on 29 July 2014

- PRESENT:** Councillor Vaughan Hughes (Chair)  
Councillor Jim Evans (Vice-Chair)
- Councillors Lewis Davies, R Dew, Jeff M Evans, Ann Griffith, John Griffith, D R Hughes, K P Hughes, W T Hughes, Llinos Medi Huws, A M Jones, G O Jones, Raymond Jones, R LI Jones, R Meirion Jones, Richard Owain Jones, Alun W Mummery, Dylan Rees, J A Roberts, Nicola Roberts, P S Rogers, Alwyn Rowlands and Ieuan Williams
- IN ATTENDANCE:** Chief Executive,  
Corporate Director (Sustainable Development),  
Chief Planning Officer (EGJ),  
Principal Development Officer (Strategy) (CB),  
Interim Head of Democratic Services,  
Legal Services Manager,  
Committee Officer (MEH).
- ALSO PRESENT:** Mr. Gareth Hall (Energy Island),  
Mr. Alex Melling (AMEC Environment & Infrastructure).
- APOLOGIES:** Councillor T LI Hughes, Victor Hughes, Carwyn Jones, H E Jones, R G Parry OBE and Dafydd Rhys Thomas.

### 1. DECLARATION OF INTEREST

None to declare.

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

The Chair of the Council expressed his congratulations and best wishes to the Wales Team at the Commonwealth Games in Glasgow. He also expressed his best wishes to all who will be competing at the National Eisteddfod in Llanelli and at the Anglesey Show in August. Congratulations were extended to all who were successful at the Royal Welsh Show last week.

The Chair further expressed his congratulations to staff of the County Council who have been successful in their professional examinations.

On a sadder note, the Chair referred to two individuals from the Island who had passed away recently. Firstly, Mr. Derek Williams from Llanuwchllyn, one of the

three who set up Cwmni Theatr Maldwyn and was responsible for numerous musical shows. Mr. Williams was originally from Amlwch. Less than a week ago after a long illness, Mr. Robin Evans a Maritime Historian from Moelfre pass away. He was a son of sailor and continued in the tradition of Mr. Aled Eames documenting the maritime history of Moelfre and beyond in numerous books and publications including 'Moelfre and the Sea', 'Anglesey and the Sea' and 'Wales and the Sea'.

The Chair also sympathised with any Member or Officer who had suffered bereavement since the last meeting of this Council. Members and Officers stood in silent tribute as a mark of their respect.

### **3. NEW NUCLEAR BUILD AT WYLFA - SUPPLEMENTARY PLANNING GUIDANCE**

Submitted – a report by the Corporate Director (Sustainable Development) and other Senior Officers in relation to the above.

The Corporate Director (Sustainable Development) introduced Mr. Christian Branch, Mr. Gareth Hall (Energy Island) and Mr. Alex Melling (AMEC Environment & Infrastructure) to the meeting.

The Corporate Director stated that given the scale, complexity and timescales of the proposed New Nuclear Build, the preparation and adoption of the SPG is a priority activity for the County Council. The SPG will contribute towards ensuring that the potential known impacts of the New Nuclear Build and its associated developments are identified, avoided, mitigated and compensated where possible and that the socio-economic benefits associated with the construction and operation of the power station are fully realised.

The preparation of the SPG has been co-ordinated by the Economic and Community Regeneration Service under the guidance of a number of County Council Senior Officers. AMEC Environment & Infrastructure (the County Council's providers of multi-disciplinary support and expertise) have been responsible for drafting the document. Resources to fund the preparation of the SPG have been secured through the Planning Performance Agreement with Horizon Nuclear Power.

The Principal Development Officer (Strategy) gave a slide presentation to the County Council. He referred to the project wide guiding principles which were contained within the report and the 7 Zones identified which seek to guide the New Nuclear Build related developments to Anglesey's largest settlements along key transport corridors. Mr. Alex Melling noted that formal consultation on the SPG commenced in February 2014 and a total of 52 individual responses received. The nature of the comments was included within the report.

The Chair of the Partnership and Regeneration Scrutiny Committee informed the meeting of the main issues raised at the Scrutiny Committee.

Issues raised by Members in respect of the following :-

- The effect on the Welsh language and heritage of the Island. The Officers responded that Horizon Nuclear Power has agreed in principle to co-fund a secondee from the Welsh Government's Welsh Language Unit to develop appropriate integration and mitigation measures.
- The effect on small local businesses on the Island and potential difficulties in retaining staff during the construction of the new nuclear site. The Officers responded that Coleg Menai and Bangor University will lead on the skills development programme to enable local companies to be able to compete for work during construction of the Wylfa site;
- The effect on housing i.e. rented and social housing. It was noted that the Council has done a lot of work in respect of the demand for construction workers accommodation and the effect it may have on tourism, housing market and rented accommodation.
- Concerns about the storage of nuclear waste. The Officer responded that the principles of new nuclear developments, including the storage of nuclear waste, were outside the scope of the New Nuclear Build SPG.
- Questions raised whether adequate safety/evacuation procedures are in place for the residents of the Island if a major incident occurred at Wylfa. The Officers responded that highways infrastructure will need to be evaluated in respect of this matter.

**RESOLVED that the County Council :-**

- **Notes the purpose, scope and principles of the New Nuclear Build at Wylfa Supplementary Planning Guidance;**
- **Recognises the role of the County Council in the statutory consenting process for the proposed New Nuclear Build;**
- **Supports and formally adopts the New Nuclear Build at Wylfa Supplementary Planning Guidance.**

There were 4 abstentions.

The meeting concluded at 3.30 pm

**COUNCILLOR VAUGHAN HUGHES  
CHAIR**

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<b>CYNGOR SIR YNYS MON</b>	
<b>Report to</b>	<b>County Council</b>
<b>Date</b>	<b>9<sup>th</sup> October 2014</b>
<b>Subject</b>	<b>Performance Report 2013/14</b>
<b>Portfolio Holder</b>	<b>Councillor Alwyn Rowlands</b>
<b>Chief Officer</b>	<b>Bethan Jones – Deputy Chief Executive</b>
<b>Liaison Officer</b>	<b>Gethin Morgan – Business Planning and Programme Manager</b>
<b>The nature and reason for reporting</b>	
<p>There is a statutory requirement under the Wales Programme for Improvement and Local Government (2009) the Council to report on performance over the previous year before the end of October each year</p>	

<b>A -Introduction / Background / Issues for consideration</b>
<p>The Council needs to publish a forward looking Corporate Plan as soon as practicable after 1 April each year, a document containing the key priorities and Improvement objectives of the Authority for the year. In addition, the council is also required to prepare and publish its annual Performance Report by 31 October each year - a document which analyses performance over the previous financial year against those improvements and priorities as outlined in the Corporate Plan. This paper outlines our production of the Performance Report which looks back at the performance of the Council for 2013/14.</p>

<b>B - Considerations</b>
<p>The main considerations are as follows: -</p> <p><b>Strategic focus and priorities</b></p> <p>The Plan looks at the council's progress against its <b>Improvement Objectives for 2013/14</b>: -</p> <ul style="list-style-type: none"> <li>• Sustaining improvements and modernising <b>Children's Services</b> to ensure that children are protected from harm &amp; abuse and that their wellbeing, independence and stability are promoted</li> <li>• Improve our <b>Education</b> provision to enable the Island's children, wherever they are, irrespective of background and circumstance to achieve their full potential</li> <li>• Transforming our <b>Adults</b> provision to empower older people on Anglesey by giving them as much independence, choice and control as possible in their future care</li> </ul>

In addition, the Report also looks at progress against the **priorities identified in the Corporate Plan 2013-17**, inclusive of ...

- Regenerating our Communities and Developing the Economy;
- Increasing our Housing Options and Reducing Poverty;
- Transforming our Leisure and Library Provision;
- Becoming Customer, Citizen and Community Focused
- Transforming our Information and Communication Technologies (ICT).

Some of the above also contribute towards our new Outcome Agreement 2013-2016 as well as to the wider Transformation Agenda.

The report also notes the views of our Inspectors and Regulators during 2013/14 as well and underlines our commitment to the principles of equality and sustainability. There is a reference in the document to the overall financial position and performance of the Council for 2013/14.

### **Performance Indicators**

A key part of the Performance Report is an assessment of the Council's performance against its key performance indicators that looks at performance year on year and benchmarked against other local authorities in Wales. The report highlights our achievements and areas of weakness as identified by National Strategic Indicators (NSIs) and Public Accountability Measures (PAMs). An overall analysis also looks at key Performance indicators for services as measured through the Service improvement Datasets (SIDs).

### **C - Impact and Implications**

<b>1</b>	<b>Finance / Section 151</b>	
<b>2</b>	<b>Legal / Monitoring Officer</b>	
<b>3</b>	<b>Human Resources</b>	
<b>4</b>	<b>Property Services</b>	
<b>5</b>	<b>Information and Communication Technology (ICT)</b>	
<b>6</b>	<b>Equality</b>	
<b>7</b>	<b>Anti-Poverty and Social</b>	
<b>8</b>	<b>Communication</b>	
<b>9</b>	<b>Consultation</b>	
<b>10</b>	<b>Economic</b>	

<b>C - Impact and Implications</b>	
<b>11</b>	<b>Environmental</b>
<b>12</b>	<b>Crime and Disorder</b>
<b>13</b>	<b>Outcome Agreement</b>

<b>D – Recommendation(s)</b>
<p><b>That the County Council:-</b></p> <p>Recommend that the Performance Report 2013/14 be accepted and approved for publication before the statutory deadline of 31<sup>st</sup> October 2014</p>

**Name of Report Author:** Gethin Morgan  
**Job Title:** Business Planning and Programme Manager  
**Date:** October 2014

<b>Appendices</b>
Performance Report 2013/14

<b>Background Papers</b>
<p>The Local Government Measure (Wales) - 2009 Welsh Assembly Government</p> <p>Corporate Business Plan 2013/17</p>



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

Isle of Anglesey County Council  
Performance Report  
2013/14

## A word from the Leader...

When it was published, I stated that ensuring that we have a robust and meaningful Corporate Plan was paramount to the successful implementation of the transformational agenda and our vision to build a 'New Anglesey'. That plan was aspirational and our vision was ambitious. This Performance Report now looks back over the previous year, 2013-2014, to assess how we delivered on the promises we made in the first year of that four year plan.

This report looks therefore at the priorities identified from consultation which shows that our general focus needed to be on supporting the most vulnerable, developing the economy and raising the standards of education. As such, this Report focuses on our improvement objectives in the fields of Children Services, Older Adult Social Care and Education, as well as other main Corporate Plan themes including improving Housing Options and reducing poverty, developing the economy and regenerating our Communities and Leisure & Culture Provision. It also looks at themes that support the delivery of those services such as transforming our Information and Communication Technologies and becoming more customer, citizen and community focused. As most services we provide are delivered in partnership we acknowledge the involvement of our local partners and their valued input in achieving our mutual goals.

Under a general heading of 'maintaining the momentum' we examine where we have been successful but also acknowledge where we need to do better as we continue our journey from intervention towards our aim of becoming one of the best performing councils in Wales. In addition to looking at performance through the use of performance indicators where we can look at our own year on year performance as well as our performance as benchmarked against other Welsh councils, we also look at service performance against their own adopted 'scorecards' – indicators which show if we are meeting the priorities identified through consultation with the people of Anglesey.

I stated in our Corporate Plan that my goal as Leader was to ensure that we deliver an exciting but challenging agenda and ensure that the council continues to improve and deliver efficient and effective public services to the citizens of Anglesey. This Performance Report shows that we are maintaining that momentum, with some indicators being the best in Wales, but also shows that we are aware of and tackling where we need to improve. With all councils continuing to face tough financial times the need to monitor and respond to performance issues has never been more important as we continue to strive towards a new and better Anglesey.

**Councillor Ieuan Williams, Leader**

**Statement of responsibility**

This Review has been produced on the basis that the Isle of Anglesey County Council is responsible for the preparation of the Review, for the information and assessments set out in it and the estimates on which they are based.

The Authority is satisfied that the information and assessments included in the Review are, in all material respects, accurate and complete to the best of our knowledge and belief.

**This document can also be produced,  
on request, in Braille, large print, on tape or on disk –  
See page 48 for contact details.**

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## EXECUTIVE SUMMARY

In our forward looking Improvement Plan 2013/14 we noted that our Transformation Plan states that by 2016, Anglesey County Council 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”**

This Performance Report outlines progress against each of our improvement objectives and strategic priorities outlined at the start of the 13/14 financial year. Progress made is evidence-based and uses business intelligence to provide a Red / Amber / Green rating. Actions set against these priorities also highlight the considerable challenges and risks which lie ahead during 2014/15.

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- Red  – failed to achieve original target
- Amber  – marginally failed or outside Council control
- Green  - Achieved original targets

Progress against our **Improvement Objectives** is monitored on a quarterly basis throughout the year, and can be summarised as follows –

 *Sustaining improvements and modernising **Children’s Services** to ensure that children are protected from harm*

*& abuse and that their wellbeing, independence and stability are promoted*

A CSSIW report published in 2011 around arrangements for assessment and care management of children in need indicated that there were serious failings regarding the safeguarding of children that warranted further inspection. In response, we undertook the establishment of a Children Service’s Improvement Programme, overseen by the Children’s Service Improvement Board; restructured Children’s Services, appointed a new Head of Children’s Services as well as the appointment of a new Director of Communities. These actions continue to contribute to a cultural change programme to develop the skills of our workforce and address quality and practice performance. Progress has been maintained and prospects for continued improvement have been further strengthened by the investment in our workforce and practice changes. For 2013/14 we wanted to consolidate the improvements in performance whilst also improving the quality of provision and looking to review how we delivered children services. The Children Services Transformation Programme is to be mandated during 2014-15. Children Services made up part of the Council’s Improvement Objectives for 2012/13, and this was therefore a continuation of work already started..

 *Improve our **Education provision** to enable the Island’s children, wherever they are, irrespective of background and circumstance to achieve their full potential*

An Estyn Inspection and Report in 2012 concluded that our education services for children and young people and prospects for improvement were ‘unsatisfactory’. A Recovery Board was established and a Post Inspection Action Plan (PIAP) developed and adopted to address the seven Estyn recommendations under the leadership of a newly appointed Director of Lifelong Learning. The Improvement Objective for Education was therefore to continue and build upon progress on delivering the



PIAP, and during the last 12 months the Education agenda was a focal challenge for us in achieving improvement across all recommendations, with particular emphasis placed on demonstrating track record improvements on raising standards at all key stages, improved attendance rates and school modernisation. This has led to clear improvements across all recommendations which led to Estyn (June 2014) announcing that improvements were such that the Council was no longer in special measures and that there was no need for a follow-up inspection



*Transforming our **Adults provision** to empower older people on Anglesey by giving them as much independence, choice and control as possible in their future care*

We acknowledged that Adult social care needed to transform over the next few years – moving beyond traditional delivery of social care and towards delivering a citizen centred, holistic and joined up vision for adults on the Isle of Anglesey. Progress had already been made in strengthening the infrastructure for the required transformation in Adult Services and public consultation relating to the transformation of adult social care has been completed with good public and member engagement. The priorities for this year was to re-develop our re-ablement service, improve the range and availability of community based services for older people which will reduce the need for residential care homes, and undertake preparatory work to guide and inform decisions regarding new service delivery models which will be sustainable into the future

Whilst it was acknowledged that these three improvement objectives were our utmost priority for 2013/14 the Council was mindful of the need to progress outstanding areas of work emanating from the Corporate Plan.

In our **Corporate Plan 2013-17** we reiterated our stated aim as outlined above and in our Transformation Plan of where we

wanted to be as a council by 2017. In order to achieve this, we stated a long term need to transform our services and the way the Council works, and as part of this that we would listen to what our citizens, service users and businesses say to ensure their views influence what we did.

Across age groups, geographies and different consultation mechanisms the overwhelming and consistent priorities were identified as:

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

These priorities formed the basis of our corporate plan which stated that our corporate priorities were.

- Transform Older Adult Social Care
- Regenerating our Communities and Developing the Economy
- Improving Education, Skills and Modernising our Schools
- Increasing our Housing Options and Reducing Poverty
- Transforming our Leisure and Library Provision
- Becoming Customer, Citizen and Community Focused
- Transforming our Information and Communication Technologies (ICT)

Much of the above is also linked to and contributes to and supports our transformation journey as illustrated in our Transformation Plan which has the following 6 key themes:-

- Professional and Well Run
- Innovative, Ambitious and Outward Looking
- Customer, Citizen and Community Focused
- Valuing and Developing our People
- Committed to Partnership

- Achieving

The Improvement Objectives and Corporate Plan priorities also contribute towards our new Outcome Agreement targets for 2013-1016 as indicated below and within this document:-

- The Culture & Heritage of Wales - Improving early years' experiences
- Welsh Homes - Increasing the supply and choice
- 21st Century Health Care - Providing users and carers with a stronger voice and greater control over the services they receive
- Education - Improving School Attainment
- Growth and Sustainable Jobs - Supporting the Economy & Business

As such, this Performance Report will focus on how we fared in delivering on our Improvement plan priorities, Corporate Plan priorities, outcome agreements and transformation plan – and will show that there are clear links across our complimenting priorities and plans.

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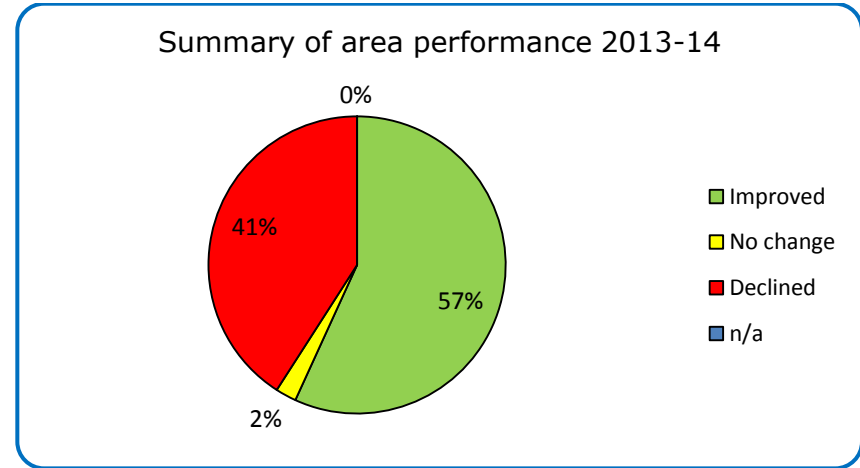
## Performance Indicators and Trends

The overall picture in terms of our performance indicators (PIs) – inclusive of Public Accountability Measures (PAMs) and National Statutory Indicators (NSI's) - was fairly positive in 2013/14. Table 1 shows that against the 44 PIs (NSI and PAM) that are comparable from previous years, 57% of all our PIs had improved in 2013/14 with 41% declining.

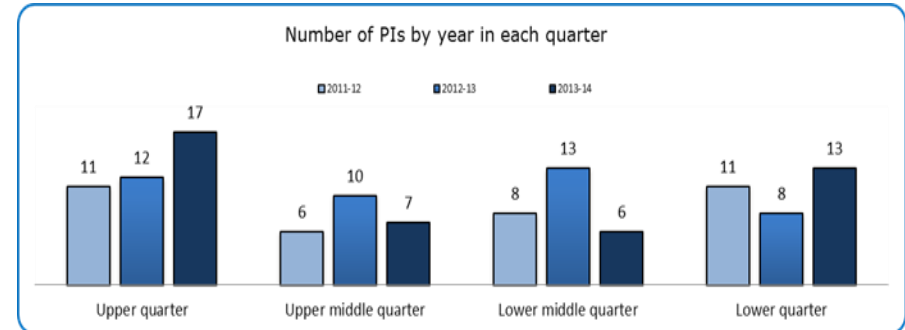
In terms of quartile position (Table 2) 12 (38.6%) of our PIs are in the top quartile whilst there are 13 (29.5%) within the bottom quartile, with the remainder 14 (31.8%) in the middle quartiles

Looking in more detail at performance year on year, we can see from Table 3 that we continue to improve as regards increasing the number of PIs which are in the upper quartile and reducing those in the middle quartiles. There is an increased however in the number of PIs in the lower quartile for 2013/14 (13 as compared to 8 in 2012/13).

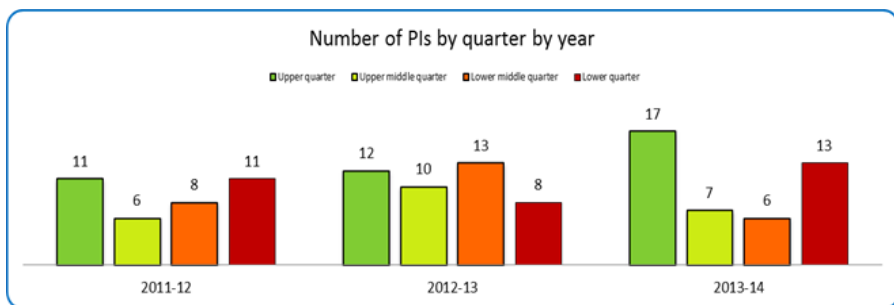
**Table 1**



**Table 2**



**Table 3**



In terms of those PIs in the lower two quartiles (as indicated below in Table 4 (lower median) and Table 5 (lowest quartile), the mitigating actions have been identified (the Performance Report narrative within the body of the report will look in more detail at the reasons and mitigating actions being taken to address any apparent weaknesses and underperformance).

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**Table 4 – Lower Median Quartile**

PI /Qtr	Description	Reason/Action
PAM	SCA/018a: SCA/018a: The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	Performance has improved year on year and we continue to strive to increase the number of assessments and reviews completed. Performance remains above the national average
PAM	SCC/001a: The percentage of first placements of looked after children during the year that began with a care plan in place	Performance is impacted by the very low base number and cannot be disclosed due to Data Protection issues. The service continues to address all avenues of possible

		future improvement.
PAM	SCC/030a: The percentage of young carers known to Social Services who were assessed	An increase in the number of assessments undertaken year on year is evidenced. Further work continues to closely monitor and address performance issues.
NSI	EDU/015a: final statements of special education need issued within 26 weeks including exceptions	The Statutory Assessment process is complex. Further work required in collaborating with external partners to improve performance within 26 week deadline.
NSI	STS/006: STS/006: The percentage of reported fly tipping incidents cleared within 5 working days	Although in the lower median quartile there has been good improvement over the past 2 years which the service will continue to strive for
NSI/PAM	WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	This authority has consistently been in the top quartile for recycling and is still one of the top performing Kerbside Sort authorities. Decline last year due to change in legislation regarding classification of road sweepings, which cannot be recycled economically. Ongoing initiatives to improve.

**Table 5 – Lowest Quartile**

PI /Qtr	Description	Reson/Action
NSI	SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March	The Anglesey model for community support is at odds with the national definition. The three Agewell Centres are key examples of this. Support provided here is not recordable under this measure.  Action will be taken to a get snapshot of attendance at such community provided resources. A lower number here does not necessarily reflect poor performance
NSI/PAM	SCA/019: The percentage of adult protection referrals completed where the risk has been managed	Certain risks, even when managed will remain high. Improved performance is aimed for by mitigating against some data recording issues.
PAM	SCA/020: The percentage of adult clients who are supported in the community during the year	See SCA/002a

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NSI	SCC/002: % of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	This performance indicator is monitored by the Corporate Parenting Panel. The Local Authority has identified that 10 out of a cohort of 50 children moved school during the year: and are confident that the changes were planned. In some of these cases the children’s educational setting was changed as part of their permanency / long term care arrangements. In other cases the children’s needs warranted being placed in either specialist residential or fostering facilities or for adoption outside the area.
NSI	SCC/033e: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19	Performance fluctuation is impacted by the low base number and changes in individual cases will have a disproportionate impact on the PI result. The service will report on this matter to the Corporate Parenting Panel so that we are able to monitor and oversee performance and take early mitigating actions.

NSI	SCC/033f: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19	This cohort relates to a small number of young people (7). Improvements to date indicate that 14/15 results will show an improvement.
NSI	SCC/037: The average external qualifications point score for 16 year old looked after children, in any local authority maintained learning setting	See SCC/033e above
NSI	SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required	Performance impacted by capacity issues which have been addressed. It is anticipated that this will lead to future improvements
PAM	STS/005b: The percentage of highways inspected of a high or acceptable standard of cleanliness	This result is due to recent cuts in funding for road cleansing, which will continue to impact on the result of this PI over the next few years.
NSI	THS/007: The percentage of adults aged 60+ who hold a concessionary bus pass	A KPI which is difficult to have any direct control over and which is a reflection of the rurality of the council area

PAM	THS/012: The percentage of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition	This deterioration is a result of cuts to the highway maintenance County revenue funding. A Capital bid for County Prudential Borrowing for 15/16 & 16/17 is being prepared to mitigate against further deterioration.
NSI/PAM	WMT/004b: The percentage of municipal wastes sent to landfill	See WMT/009b above
NSI	LCL/001b: The number of visits to Public Libraries during the year, per 1,000 population	The number of events and activities relating to visits have been low and need improving. The staffing structure and library service model is also being reviewed.

In conclusion therefore, 2013/14 was a year of continued change with intense scrutiny on the Council's working arrangements. However, significant progress has been made against each of our improvement objectives and strategic priorities and our overall performance seems steady, but still needs to be closely monitored.

The challenge that remains is to maintain the momentum that has sustained these improvements into the future. The remainder of this Performance Report therefore reviews our performance against the goals and targets we set ourselves through ...

- 1. Our Improvement Plan**
- 2. Strategic Priorities as set out in our Corporate Plan**
- 3. Outcome Agreements**
- 4. Transformation Plan**

...and also provides the financial context within which these were met. The result of which discharges our duty to demonstrate continuous improvement as set out by the Local Government Measure 2009 (Sec 2, 15(2)).

Progress against our Improvement Objectives is monitored on a quarterly basis throughout the year. They represent those areas of services or functions that we have decided to prioritize for improvement during a specific year.

## Introduction – Maintaining the Momentum

During 2013/14 our 3 key Improvements Objectives were:-

### IMPROVEMENT OBJECTIVES 2013/14

*Sustaining improvements and modernising **Children's Services** to ensure that children are protected from harm & abuse and that their wellbeing, independence and stability are promoted*

*Improve our **Education provision** to enable the Island's children, wherever they are, irrespective of background and circumstance to achieve their full potential*

*Transforming our **Adults provision** to empower older people on Anglesey by giving them as much independence, choice and control as possible in their future care*

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The following pages list examples of what we did to achieve our improvement objectives, which also contribute towards our strategic priorities, and in the case of Children and Education Services, towards our Outcome Agreement with the Welsh Government

We have not hit all targets across all our improvement objectives. However, we believe that the combined actions and measures achieved, and the general direction of travel of all areas included in our improvement objectives, provides a very positive picture of improvement during 2013/14 and confirms that we are maintaining the momentum.

## Improvement Objective 1 - Sustaining improvements and modernising Children's Services to ensure that children are protected from harm & abuse and that their wellbeing, independence and stability are promoted

Our Island, Our Future (our Single Integrated Plan) identifies 3 themes which need addressing:

- Work in partnership with agencies to ensure a co-ordinated service for all children, young people and families
- Making sure children and young people get a good start, are safe and respected and not disadvantaged by poverty
- Safeguarding children and young people on Anglesey who are vulnerable, in need or at risk

There is a real desire in Anglesey to do the best we can for the children and families that we work with and this improvement objective is a continuation of the focus and work undertaken over the previous 12 months in response to a CSSIW inspection that identified number of issues that needed addressing.

The following is an overview of our developments and achievements in the last 12 months and we are confident that we have a strong foundation from which to build, and whilst there is no room for complacency we are confident that Children Services will continue to deliver efficient, effective and safe services to the children of Ynys Môn

## Examples of what we did to improve services for children

- Ensured stability of frontline staff, frontline managers and the senior management team and maintained reasonable levels of social work case loads and additional staff to support the learning opportunities for our newly qualified staff.
- Made decisions within 24 hours on 98.77% of all referrals
- 90.86% of Initial assessments were completed within 7 days during 2013/14, and for those outside the 7 days' timescale we have seen a continued reduction, down to an average of 12 days. This compares well with the Welsh Averages of 73.10% and 20 days respectively
- Children seen by a social worker during the initial assessment process – best performance in Wales in 2012/13 at 89.81% has further improved to 91.63%
- 97.14% of Looked After Children received a statutory review within timescales
- Carried out 90.54% Statutory Visits out in accordance with legislation
- Reduced the percentage of referrals that are re-referrals within 12 months from 25% in 2012/13 to 18.87% in 2013/14
- Started a consultation process with families and carers of disabled children and young people.
- Achieved 92.66% of initial child protection conferences due in year which were held within 15 working days of the strategy discussion – slight reduction from 95% in 2012/13
- Implement the Laming Protocol and reporting process
- implemented a comprehensive Audit programme, Reports and Improvement Plans through the QA Manager
- Worked with Gwynedd County Council & partners to establish and deliver the IFSS service on a collaborative basis
- Co-ordinated multi- agency format to deliver early intervention through Team around the Family, Substance Misuse Service, Family Support, CPN, (Community Psychiatric Nurse), or (Drug Intervention Programme).
- Had successful inspections of both our Adoption and Fostering Services
- Progressed the Fostering Improvement Action Plan – and are on target to recruit 10 new carers by December 2014 as part of our ambitious recruitment campaign to ensure we have local placement choice and matching availability
- Registered 98.48% of LAC Children with a GP within 10 working days
- provided Service to 92% of Young Carers known to Social Services
- Achieved a better than Wales average performance for the provision of Personal Education Plans within timescale for Looked after children (90% compared to a Wales median of 65%)
- 10 Looked After Children (year 9 and above) have been provided with a personal laptop to aid their educational studies and a learning mentor is available to support Looked after children in their learning

This improvement objective also contains elements of one of our five **Outcome Agreement** themes and as indicated through some of these examples, **Children's Services** continues to respond well to the weaknesses initially identified by CSSIW. The Service Scorecard (below) illustrates how the service performed against its identified key indicators during 2013/14 – indicators that sought to directly address some of the issues identified by CSSIW.



## Scorecard – Children’s Services

Indicator	Result 2012/13	Result 2013/14
SCC/006: The percentage of referrals during the year on which a decision was made within 1 working day	98.65	<b>98.77</b>
SCC/011a: The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker	89.81	<b>92.22</b>
SCC/021: The percentage of looked after children reviews carried out within statutory timescales during the year	97.21	<b>97.14</b>
SCC/042a: The percentage of initial assessments completed within 7 working days	80.40	<b>90.86</b>
SCC/043a: The percentage of required core assessments completed within 35 working days	80.50	<b>71.68</b>
SCC/010: The percentage of referrals that are re-referrals within 12 months	25	<b>18.87</b>
SCC/014: The percentage of initial child protection conferences due in the year which were held within 15 working days of the strategy discussion	95.51	<b>92.66</b>
SCC/025: The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations	90.78	<b>90.54</b>
SCC/034: The percentage of child protection reviews carried out within statutory timescales during the year	99.60	<b>98.49</b>

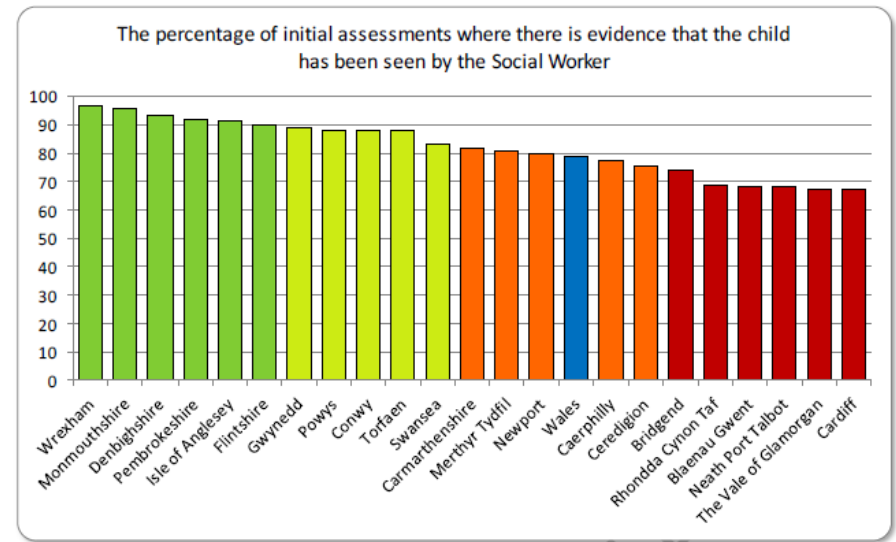
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SCC/042b: The average time taken to complete initial assessments that took longer than 7 working days to complete	13.83	<b>12.15</b>
SCC/043b: The average time taken to complete those required core assessments that took longer than 35 days	75.29	<b>46.00</b>

If we look in more detail at the PIs that contribute towards monitoring our three **Improvement objectives** in the fields of Children, Education and Adults Services we can observe the following.

In **Children’s Services** we can see that we are fifth in Wales as regards ensuring that a child had seen a social Worker (almost 90%) as part of the initial assessment process

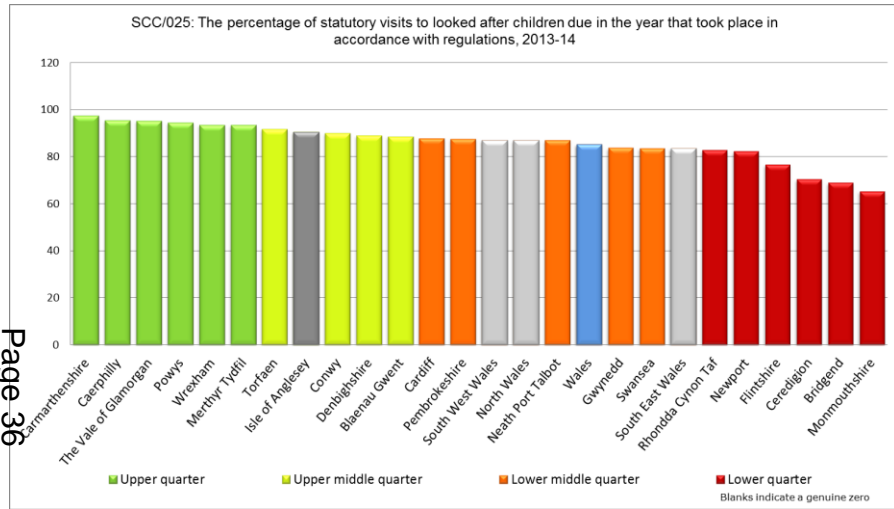
**Table 6**



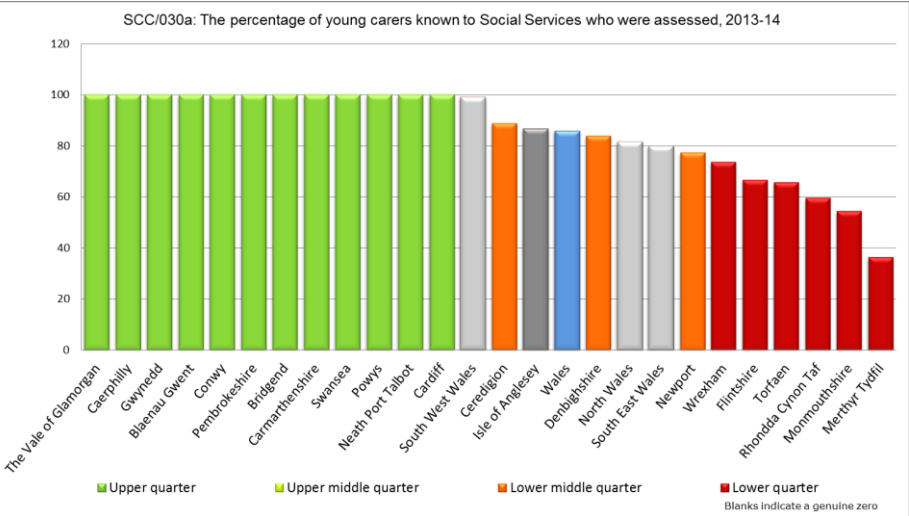
Similarly, we are placed in the top quartile (again 5<sup>th</sup>) in terms of the number of children who were seen alone by a social worker (55.1% in 2013/14). We are also well placed within the upper quartiles for statutory visits to looked after children as indicated in Table 7 and for the percentage of reviews carried out in line with the statutory timetable Table 8 (4<sup>th</sup> best in Wales with the latter).

Whilst we are generally pleased with progress and outcomes within children's services during 2013/14, we are aware that there are still areas where we need to improve and continue to vigilantly monitor. An example of this, even though we are still around then Welsh average is the number of young carers known to Social Services whose needs were assessed.

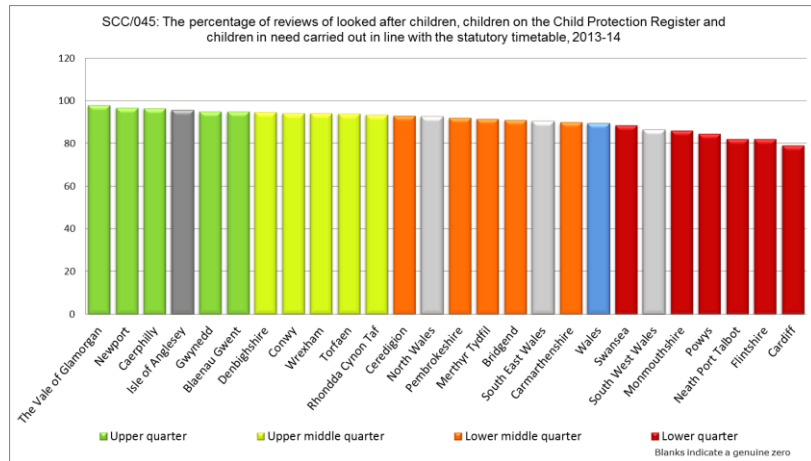
**Table 7**



**Table 9**



**Table 8**

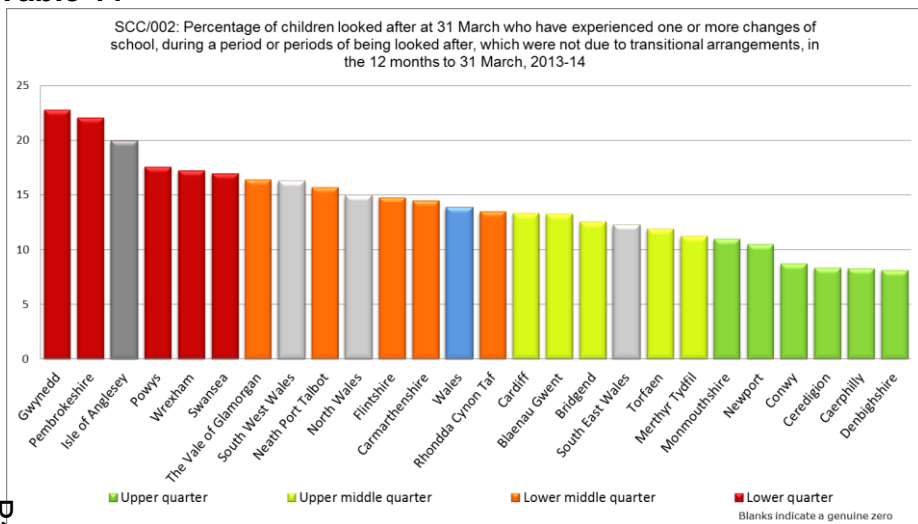


Although some of the PIs which lie in the lower quartile are usually associated with small numbers of children which can fluctuate quite dramatically (e.g. Table 10 – looked after children who have experienced one or more changes of school which was not transitional) we are equally committed to ensuring that we do all we can to monitor and address accordingly each individual situation.

In conclusion, and whilst we are generally pleased with overall progress in terms of actions, scorecard and overall performance in terms of our identified priorities for Children services, we are however aware that some of our performance Indicators have slipped into the lower two quartiles in comparison to last year (7 in

2013/14 as opposed to 5 in 2012/13). These PIs will continue to be monitored as indicated below.

**Table 11**



The following have been identified as priority areas for Improvement in 2014/15:

PI	Description	Qtl	Reason & Mitigating action
PAM	SCC/002: % of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to		This performance indicator is monitored by the Corporate Parenting Panel. The Local Authority has identified that 10 out of a cohort of 50 children moved school during the year: and are confident that the changes were planned. In some of these cases the children's educational setting was changed as part of their permanency / long term

	31 March		care arrangements. In other cases the children's needs warranted being placed in either specialist residential or fostering facilities or for adoption outside the area.
NSI	SCC/033e: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19		Performance fluctuation is impacted by the low base number and changes in individual cases will have a disproportionate impact on the PI result. The service will report on this matter to the Corporate Parenting Panel so that we are able to monitor and oversee performance and take early mitigating actions.
NSI	SCC/033f: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19		This cohort relates to a small number of young people (7). Improvements to date indicate that 14/15 results will show an improvement.
NSI	SCC/037: The average external qualifications point score for		See SCC/033e above

	16 year old looked after children, in any local authority maintained learning setting		
NSI	SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required		Performance impacted by capacity issues which have been addressed. It is anticipated that this will lead to future improvements
PAM	SCC/001a: The percentage of first placements of looked after children during the year that began with a care plan in place		Performance is impacted by the very low base number and cannot be disclosed due to Data Protection issues. The service continues to address all avenues of possible future improvement..
PAM	SCC/030a: The percentage of young carers known to Social Services who were assessed		An increase in the number of assessments undertaken year on year is evidenced. Further work continues to closely monitor and address performance issues.

### Priorities and Improvements 2014/15

Implement the Transformation of Children Services which aims to...

- have in place an improved social work service for the delivery of statutory children services, including service for disabled children that values supporting families to care for their children
- Ensure the service practices within an agreed Range of Evidence Based Interventions (with staff trained to these new standards and supervisors trained to supervise the practice ), by October 2015
- To have in place by April 2015 a service structure that support the delivery of the service strategy and practice model
- To have in place a net increase of 10 foster placements each year by December 2015
- Improve quality and timeliness of core assessments
- Implement the Safeguarding People Service - encompassing both adult and children protection work
- Approve our Corporate parenting strategy and provide training for members on their Corporate Parenting responsibilities



## **Improvement Objective 2 - Improve our Education provision to enable the Island's children, wherever they are, irrespective of background and circumstance to achieve their full potential**

With the impending developments of major energy projects coming to Ynys Môn, Our Island, Our Future (the single integrated plan) identifies the importance of educational provision in Anglesey as follows:-

- Every child and young person on Anglesey reaches his/her potential
- Making sure children and young people get a good start, are safe and respected and not disadvantaged by poverty
- Ensuring children and young people have access to a wide range of relevant learning and career opportunities
- Provide the best possible learning environment for all children and young people

In addition, our Corporate Plan 2013-2017 states that we will continue to raise the standards in educational attainment rates and attendance over the next 4 year period. Part of the drivers for this will be developing and delivering school modernisation strategy. This also includes opening our new special needs school Canolfan Addysg y Bont and the provision of 2 new area primary schools and adopting and delivering a regional skills strategy which enables Anglesey and North Wales to up-skill its future workforce and align itself with future opportunities.

Examples of what we did to improve Education Provision

- Made good progress in implementing Band A projects from the Welsh Government's Schools and Education Programme for the 21st century. A Strategic Outline

Programme has been approved by the Welsh Government and the relevant capital has been secured.

- The projects to provide new Area Schools for Holyhead and North West Anglesey are on track to deliver the objectives within the anticipated timescale and resources.
- Canolfan Addysg y Bont was officially opened in May 2014
- Improved attendance above 2013/14 targets has been achieved in both primary (94.5%) and Secondary (93.3%) schools.
- Have formalised and improved consistency in our internal systems, including business planning, project planning and risk assessment processes in addition to improved self-evaluation, impact assessment and risk assessment.
- Improved the authority's efficiency in allocating resources as well as the monitoring and scrutiny of financial management and controls – as evidenced by the eradication of overspend in SEN budget.
- Anglesey and Gwynedd post-16 Consortium has made considerable strides in a short time. Increasing the range of options for vocational courses including areas of projected employment growth on Anglesey in the future.
- Established a school standards monitoring group, which includes elected members to scrutinise the performance of schools and hold them to account, including those that are underperforming.
- Worked together with elected members to improve their capacity to challenging schools, as evidenced by the work of the school standards monitoring group.
- Restructured and expanded the capacity within the lifelong learning service and strengthened accountability by linking departmental business plans to individual senior officers' service business plans.

This improvement objective is also one of our five **Outcome Agreement** themes. As illustrated by the above the Education

Service has made rapid and good progress since the weaknesses initially identified by ESTYN in 2012, and as a consequence has been moved out of special measures. The following 'Scorecard' represents those performance indicators identified by the service as the most important during 2013/14.

### Scorecard – Education

Indicator	Result 2012/13	Result 2013/14
% half-day sessions missed in primary	5.7	5.6
% half-day sessions missed in secondary	7.8	6.8
Permanent Exclusions	*	0 (Secondary)
Temporary Exclusions	41.7	17.1
Average number of days lost due to exclusion	5.1	4.2
KS3 - % pupils achieving CSI	77.9	81.50
KS4 - % 15 year olds achieving L2+	52.2	54.20
KS4 - % 15 year olds achieving L2	73.9	83.20
KS4 - % 15 year olds achieving L1	92.6	97.40
KS4 - % 15 year olds achieving CSI	50.7	50.60

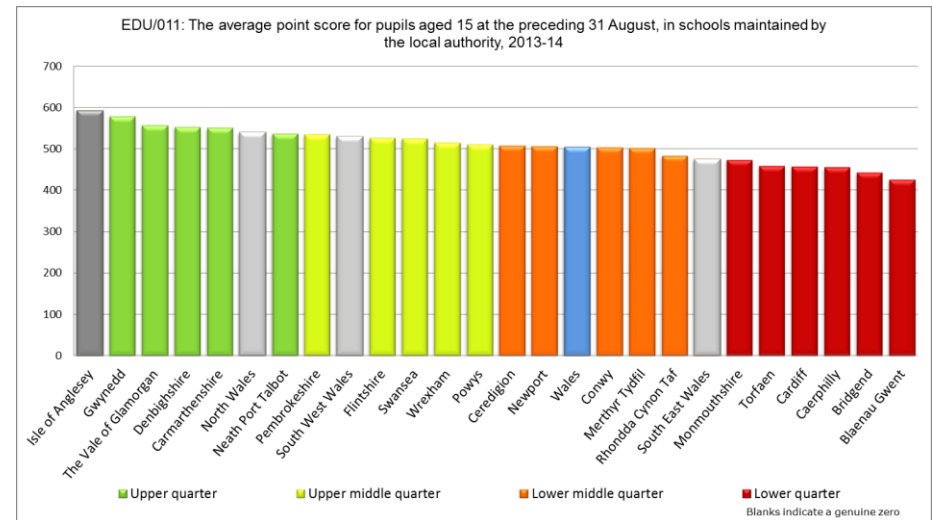
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In terms of **Education** - we are pleased to report that all except one of our National Performance Indicators are in the top

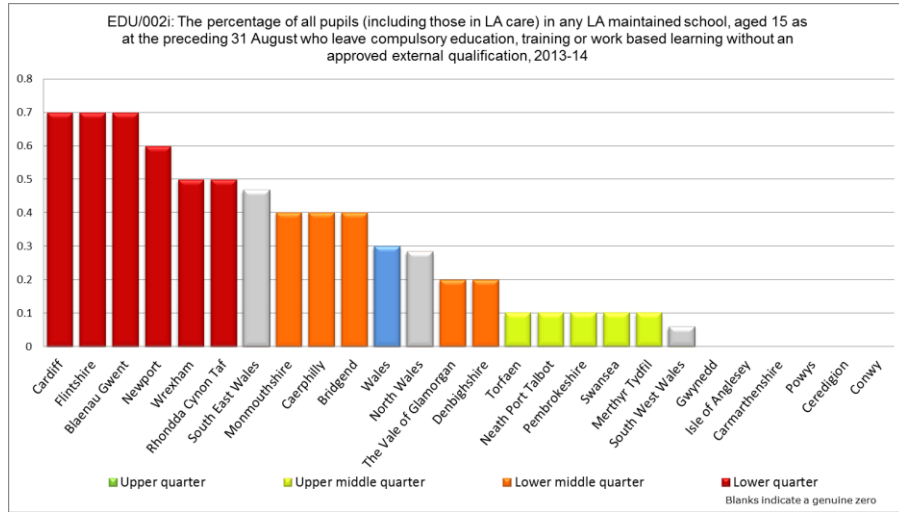
quartiles. Of our 11 NSIs and PAMs, eight are in the top quartile with a further two in the upper middle quartile. There is only one Education PI in the lower quartile, which reflects the overall improvement in this area as indicated through our regular monitoring of the Estyn PIAP (Post Inspection Action Plan).

An example of this dramatically improved performance can be found in Table 12 where we are now the best in Wales for the average point score for pupils aged 15 in schools maintained by the local authority – rising from 428.1 in 2011/12 to 539.5 in 2013/14. Similarly, we are performing really well in terms of not having a single pupil – whether in local authority care or not – leaving compulsory education, training or work based learning without an approved external qualification (Table 13).

Table 12



**Table 13**



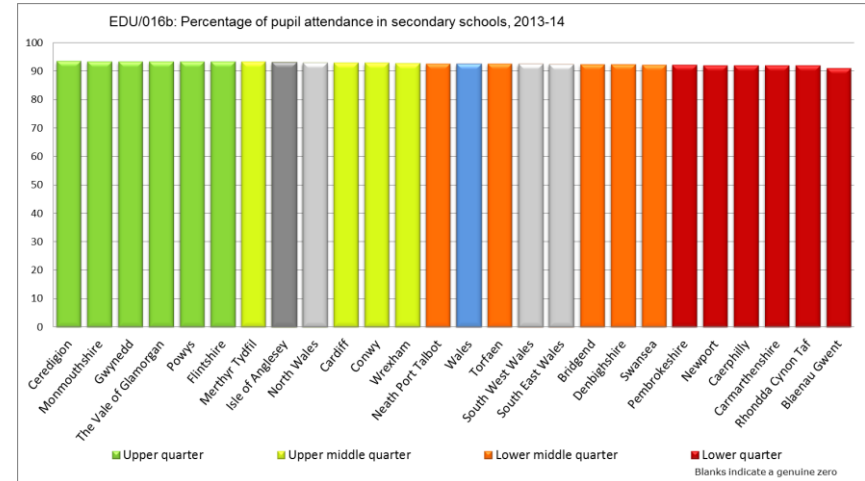
Page 41 Pupil attendance figures for Anglesey schools, especially in the secondary school sector, were once problematic and rooted in the fourth quarter year on year. Primary School attendance in Anglesey is the best in Wales in 2013/14, and there has also been a dramatic improvement in Secondary school attendance – rising from the bottom quarter in 2011/12 to being eighth best in Wales in 2013/14 (Table 14).

Similarly, we are pleased with progress and improvement in other education PIs, such as the percentage of pupils achieving the core subject indicator in Key Stage 2 (Table 15) and the percentage of pupils receiving a teacher assessment in the Welsh Language at the end of Key stage 3 (Table 16) where we third throughout Wales in both indicators

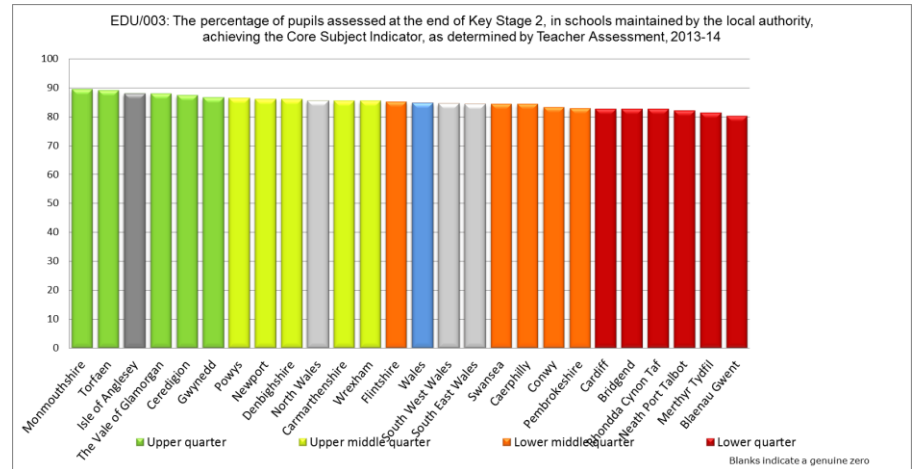
Despite the marked improvement in education acknowledged by the Estyn assessment of May 2014 – when the authority came out of special measures – we are not complacent and continue to strive to improve all areas and aspects of education. For example, we know that whilst we remain in the

top quartiles for Level 2 threshold including GCSE Grade A+C for English, Welsh and Mathematics we remain below the north Wales average (Table 16)

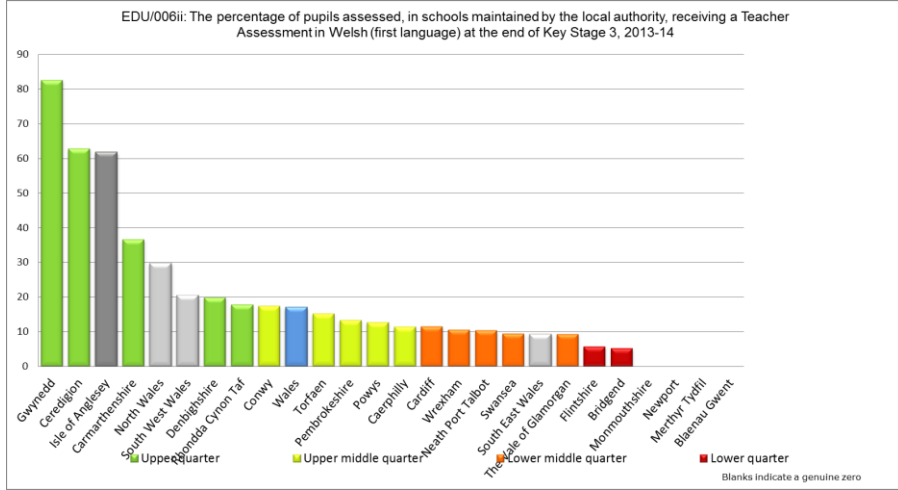
**Table 14**



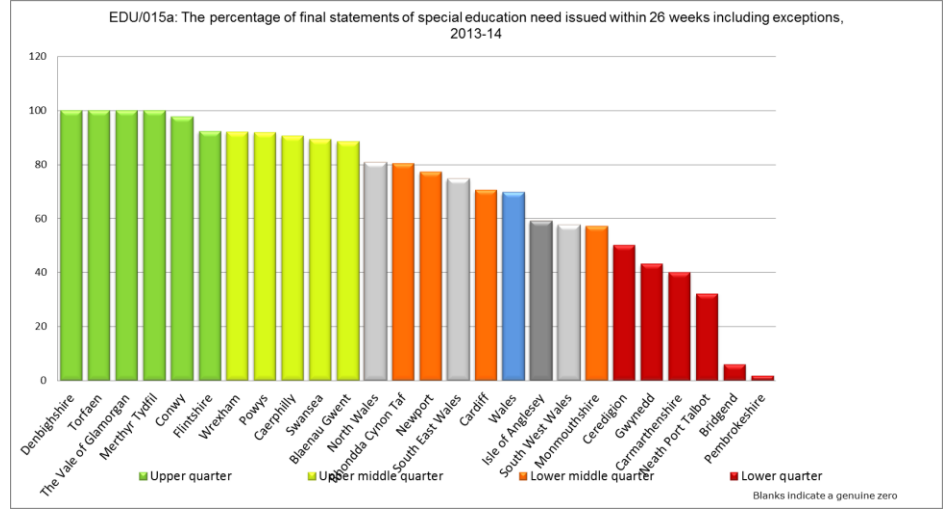
**Table 15**



**Table 16**



**Table 18**

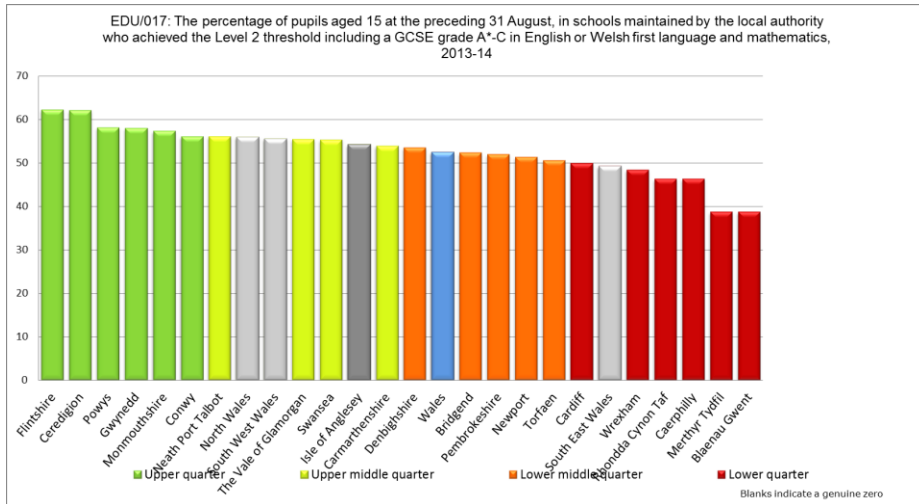


In Special Educational Needs (Table 18) we also know that we need to try and improve the processing time for final statements issued within 26 weeks.

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We are therefore extremely pleased with the improvement in performance in Education, as reflected through our positive actions to address the ESTYN Performance Indicators Our third Improvement Objective for 2013/14 has proved to be more of a mixed bag in terms of year end performance.

**Table 17**



The following have been identified as priority areas for improvement in 2014/15

PI	Description	Qtl	Reason & Mitigating action
NSI	EDU/015a: The percentage of final statements of special education need issued within 26 weeks including exceptions		The Statutory Assessment process is complex. Further work required in collaborating with external partners to improve performance within 26 week deadline



### **Priorities and Improvements 2014/15**

Continue to progress the Transforming Schools agenda, including:

- Improve educational standards across all groups;
- Reduce surplus school places;
- Increase capacity for headship and leadership in schools by promoting 'Management Partnerships' when appropriate;
- Promote self-improving schools;
- Extend and improve upon the progress made with the post 16 Learning Partnerships;
- Collaborate with key partners to close performance and aspiration gaps and promote better outcomes for disadvantaged children and families.

### **Improvement Objective 3 - Transforming our Adults provision to empower older people on Anglesey by giving them as much independence, choice and control as possible in their future care**

The population of Anglesey has one of the highest proportions of older people in Wales and with people living longer we expect to see an increase of approximately 70% in the number of people over 85 living on the Island over the next 10 years. More Older people means an increase in the number of people with long-term complex conditions, including dementia, placing demand on Social Care and Health services. Adult social care on the island therefore needs to change with a much greater emphasis on prevention, retaining independence and the re-ablement of older people after an episode of ill-health.

In order to transforming our older adults social care provision, the Council need to develop and establish extra care housing schemes in the North and centre of the Island as well as plan for a further scheme in the South. We also need to improve the range and availability of community based services for older people to maintain their independence.

#### **Examples of what we did to improve services for Adults**

- An Intake homecare Re-ablement model has been operational since October 2013 to support people with short-term illness
- Developed a business case for new build Extra Care in both Amlwch and Llangefni.
- An independent review of advocacy services was undertaken during 2013/14 with a further review in order to formulate future commissioning intentions planned

- At the end of March 2014, we estimate that 53% of domiciliary care provision was now purchased from independent sector providers compared to 37% in March 2013
- Established Brokerage arrangements since 02/09/13 to purchase domiciliary care services from external providers across all 6 geographical patches. Two Brokerage Officer posts have been established
- An enhanced Dementia support work service is now operational to support individuals to remain more independent in their home environment
- Published a draft carers strategy outlining our commissioning intentions in relation to services to support Carers and we have worked jointly with Gwynedd council and the Health Board to develop Carers Facilitator posts to identify and support Carers in Ysbyty Gwynedd and in GP surgeries.
- Established a North West Adult Safeguarding Board during 2013/14 which is chaired by Ynys Mon Director of Community - the Board has effectively engaged key partners in developing a safeguarding framework in line with the requirements of the Social Services and Wellbeing Act
- Established an Integrated Delivery Board (IDB) for Health and social care with BCUHB (March 2014)
- Signed a revised S33 Agreement with the Health Board underpinning our Integrated Community Equipment Store (ICES - Gwynedd, Mon, Conwy and Health Board joint venture)
- Agreed an Action Plan and held meetings with Health Board to discuss a Section 33 partnership agreement and Memorandum of Understanding for mental health services
- Worked with the Betsi Cadwaladr University Health Board in further developing the single Point of Access; developing service responses through the Môn Enhanced Service and Rapid Response (Intermediate Care) and

through joint locality work overseen by the Model Môn Locality Leadership Team

- A regional approach has been adopted towards the further development of our integrated single point of access implemented and monitored by a Regional Project Group.

The main performance indicators adopted by the service to assess progress is illustrated in their **scorecard** (below)

### Scorecard – Adult Services

Indicator	Result 2012/13	Result 2013/14
SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March	58.94	54.41
SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	21.93	18.16
SCA/019: The percentage of adult protection referrals completed where the risk has been managed	92.78	88.89
SCA/001: The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	2.53	1.25
SCA/018a: The percentage of carers of adults who were offered an		

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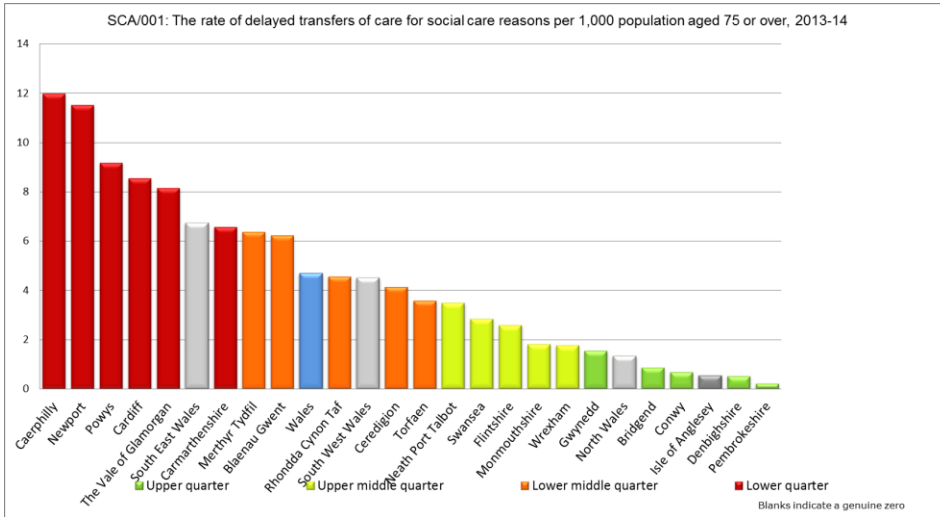
assessment or review of their needs in their own right during the year	81.73	91.30
SCA/018b: The percentage of carers of adults who had an assessment or review of their needs in their own right during the year	75	63.20
SCA/018c: The percentage of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	72	73.90
No of carers receiving respite	222	346

Of the seven National Performance Indicators associated with **Adult Services**, 3 are in the upper quartiles whilst 4 are in the lower quartiles – with 3 being in the lowest quartile and showing a decline in performance from the previous year.

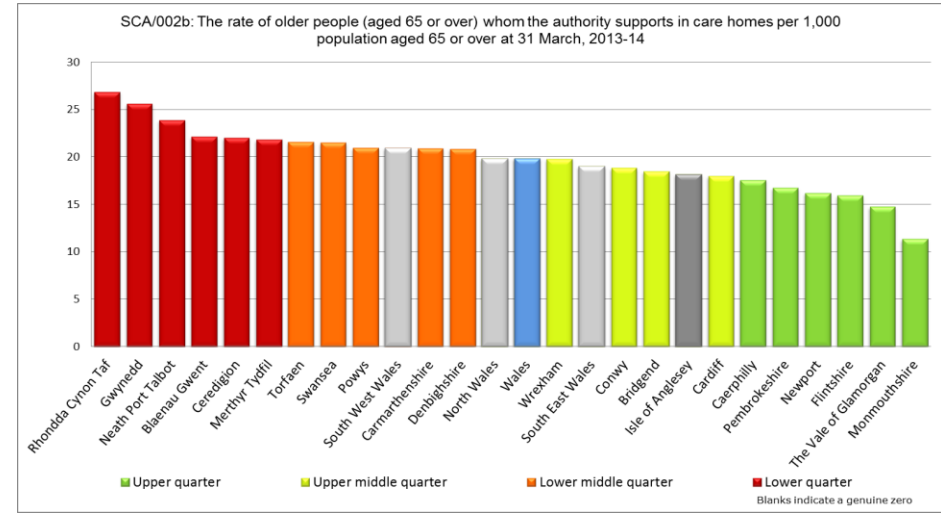
We are performing well and within the top quartile for the rate of delayed transfer of care for social care reasons – third best in Wales – as indicated in Table 19.

We are also pleased with aspects that relate to care plan assessment as indicated in Table 20 – where we are placed within the top quartile and around the north Wales average for percentage of clients with care plans that were reviewed during the year (87.9%.in 2013/14 as opposed to 82.8% in 2012/13).

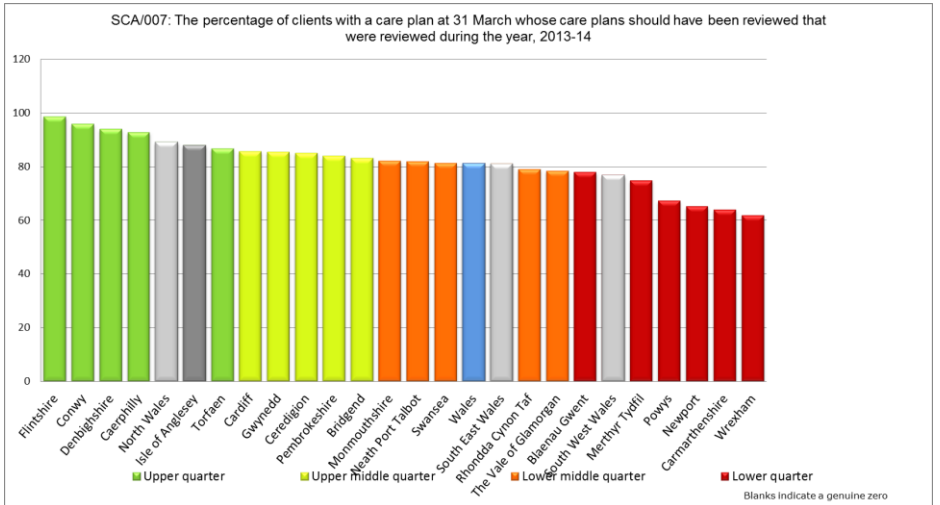
**Table 19**



**Table 21**

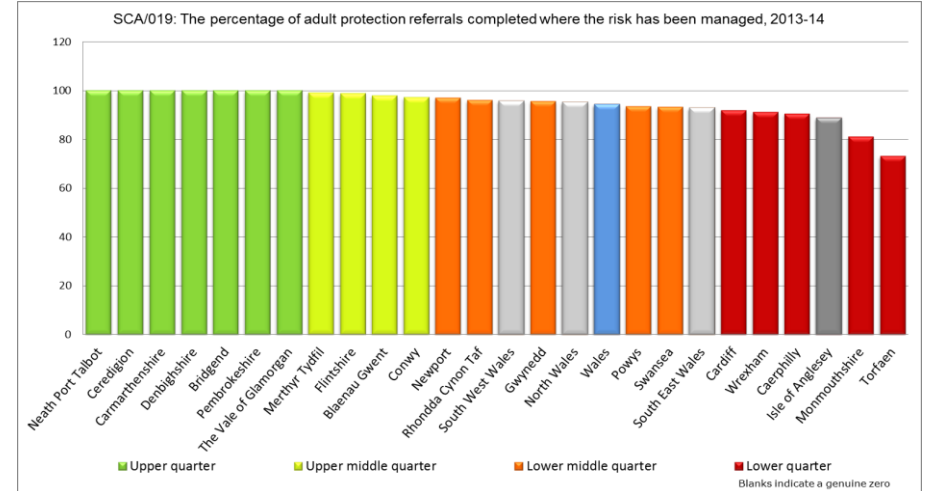


**Table 20**



As indicated however, we are aware that there are some performance indicators that we are that need further monitoring and improving. For example, we have slipped from being in the top quartile in 2011/12 to the bottom quartile in 2013/14 for the percentage of adult protection referrals completed where the risk had been managed – 88.9% as compared to 95.7%.

**Table 22**



We are also encouraged by the progress we have made as regards people we support in care homes – moving from the lowest quartile in 2011/12 to upper middle quartile and 8<sup>th</sup> in Wales in 2013/14 as indicated in Table 21

The following have been identified as priority areas for improvement in 2014/15:

PI	Description	Qtl	Reason & Mitigating action
NSI	SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March		The Anglesey model for community support is at odds with the national definition. The three Agewell Centres are key examples of this. Support provided here is not recordable under this measure.  Action will be taken to get snapshot of attendance at such community provided resources. A lower number here does not necessarily reflect poor performance
NSI/ PAM	SCA/019: The percentage of adult protection referrals completed where the risk has been managed		Certain risks, even when managed will remain high. Improved performance is aimed for by mitigating against some data recording issues
PAM	SCA/020: The percentage of adult clients who are		See SCA/002a

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	supported in the community during the year		
PAM	SCA/018a: The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year		Performance has improved year on year and we continue to strive to increase the number of assessments and reviews completed. Performance remains above the national average

Priorities and Improvements 2014/15
<ul style="list-style-type: none"> <li>• Focus on Dementia services and the development of our approach to Citizen Directed Support</li> <li>• Develop our strategy to remodel the range and choice of accommodation and support services for Older People</li> <li>• Develop a joint work programme with Health to integrate services as set out in the 'Framework for Integrated services for Older People with Complex Needs'</li> <li>• Commence the review to remodel Learning disability services.</li> <li>• Further develop our arrangements for engaging with service users and carers and 3<sup>rd</sup> and independent sector providers in reviewing our commissioning intentions</li> <li>• Introduce revised Integrated Assessment arrangements</li> </ul>

jointly with Health and provide multi-disciplinary training for health and social care staff.

- Strengthen community-based models of service delivery in partnership with Health, Housing and the 3<sup>rd</sup> sector through the Intermediate Care Grant approved by Welsh Government.
- Formulate our future commissioning intentions in relation to securing appropriate independent advocacy services

## Our Corporate Plan Priorities

In addition to the above Improvement Plan Objectives for 2013/14, the Council also indicated in the Corporate Plan 2013-2017 that the following were strategic and longer term themes

1. **Transform Older Adult Social Care (see above Improvement Plan objectives )**
2. **Regenerating our Communities and Developing the Economy**
3. **Improving Education, Skills and Modernising our Schools (see above Improvement Plan objectives)**
4. **Increasing our Housing Options and Reducing Poverty**
5. **Transforming our Leisure and Library Provision**
6. **Becoming Customer, Citizen and Community Focused**
7. **Transforming our Information and Communication Technologies (ICT)**

The 2013-17 Corporate Plan replaced, mid-year, the existing Corporate Plan for 2013/14 following detailed consultation on revised priorities. The following analysis looks in more detail at the Council's overall performance in delivering against these priorities, some of which also contribute towards our Outcome Agreement (and will be noted as such). The analysis will look at what we said we would do and how we delivered, as well as analyse the targets and measures which contribute towards the corporate Scorecard – a means by which we monitor and report regularly through our performance management framework on our services' performance and contribution to realising our corporate aims. .

**\*Themes 1 and 3 have already been reported upon as part of our Improvement objectives for 2013/14 (see above)**

## Theme 2: Regenerating our Communities and Developing the Economy

Our Island, Our Future (our Single Integrated Plan) outlines our commitment to making a difference inclusive of the following areas

- Generate job opportunities
- Ensuring that people have the right skills
- Maximising the Island's Tourism potential
- Provide support to the Energy Island programme to provide a broader and sustainable base for the Island's economy in the 21st
- Support and encourage diverse businesses and employment growth opportunities

The outlook for Anglesey is positive transformational economic and social change with the private sector eager to invest on an unparalleled scale. We are working with Welsh Government and other key internal/ external partners to ensure opportunities are capitalised upon, whilst responding effectively to the challenges. This theme also contributes towards one of our 5 **Outcome Agreement** under the Growth and Sustainable Jobs theme

### **Examples of what we did to deliver on the above theme:**

- Supported 17 Local & Regional business & enterprise events – through a combination of The Local Investment Fund (LIF) and co-operation work with Business Wales.
- Organised and attended 27 Energy Island Programme information sharing events
- Prepared Business masterplans which included all major employment sites rather than the four originally

envisaged. The masterplans include Amlwch, Bryn Cefni, Gaerwen, Mona, Rhosgoch and a signage masterplan.

- Achieved the 2013/14 target for planning consents for seven business units
- Provided 4 Plot development briefs and 7 Planning consents for business units
- Supported 19 new and existing businesses
- Created 41 new jobs (exceeding our 2013/14 Outcome Agreement target)
- Continued to lead on the Destination Management Plan which saw the emergence of the Tour de Môn, Menai Seafood Festival, Gwyl Gardd Goll, and the Ring of Fire Ultra Marathon as further attractions to the island
- The tourism figures were released by STEAM in May 2014 indicate a significant increase of 5% (to be verified) Local tourism strategies maintain that a 3% increase is sustainable, realistic and achievable
- Anglesey, with its natural beauty and historical sites, has once again won a place in the Top 10 UK islands, as reviewed by Tripadvisor users
- Over 130 staff now working on site at Wylfa Newydd following the announcement that 15 additional jobs are being created by developers Horizon Nuclear Power, in addition to the 100 full-time staff and contractors already based at the Anglesey office
- Progressed the Parc Cybi Development following a partnership agreement between Conygar and Road King to create a truck stop, associated amenities and 10 logistical support units at the Holyhead site

### *Have we made a difference locally?*

We have also identified relevant indicators to help monitor and report whether our efforts are making a difference locally and having a positive impact on the lives our citizens. The details

appear below in the service **scorecard** indicating whether we fully, partially or did not achieve our set targets.

Indicator	Result 2012/13	Result 2013/14
£X private investment secured	£459,423.62	£636,603
£X public investment secured	£978,000	£8,180,000
3% Increase in tourism visits	-3%	5%
X Jobs created/ safeguarded	*123	41
X% increase new business start-ups	12	9

*\* Figure is considerably higher in 2012/13 due to a number of companies creating a high number of jobs during that year (for example Dylans restaurant and Babinogion)*



The following have been identified as priority areas for improvement in 2014/15:

**Priorities and Improvements 2014/15**

- *Develop 15 new Business Cases*
- *Deliver year 1 of the three year Vibrant & Viable Places (VVP) programme*
- *Secure funding approval for new EU funded projects*
- *Ensure new RDP Local Development Strategy is prepared*
- *Influence new LEADER Programme development on Anglesey*
- *Formally respond to relevant EU policy, programmes and funding consultations*
- *Submit further EZ funding applications*
- *Continue to support the Welsh Government with regards to EZ Marketing & Communications plan*
- *Llangefni Link Road progressed with the aid of Enterprise Zone funding.*
- *Secure resources from Planning Performance Agreements with major developers to ensure statutory planning consenting process is undertaken in an informed and timely manner.*
- *Fully resource Project Management Office (PMO) with appropriate capability maintained to undertake priority activities.*
- *Supplementary Planning Guidance (SPG) adopted*

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## **Theme 4 - Increasing our Housing Options and Reducing Poverty**

Our Single Integrated Plan (2013-2025) identifies Housing as a priority and that there is a lack of suitable affordable housing and a demand for social housing in the area, and seeks to focus on ensuring:-

- People in Anglesey belong to communities that are strong, vibrant, inclusive and diverse
- People in Anglesey are safe and feel safe
- Providing Housing quality and choice

In addition, our Corporate Plan 2013-2017 identifies increasing our housing options and reducing poverty as one of our key objectives. We 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.

This theme also contributes towards one of the 5 themes that make up our **Outcome Agreement**

### **Examples of what we did to deliver on the above theme**

- Bought 100 empty homes back into use
- Approved 31 of first time buyer renovation grants [empty homes] with 100% of recipients satisfied with the service received from the Council
- Jointly funded with Grwp Cynefin five innovative properties that meet the energy efficient Passivhaus standard in Dwyran through the Council's allocation of Social Capital Grant - which means that homes retain as much heat as possible and require minimal energy
- Provided 41 additional affordable housing units in partnership with Registered Social Landlords

- Register 327 of affordable housing applicants on Tai Teg Affordable Housing Register
- The Housing service has maximised Household income to reduce pressure on household budgets and support independent living by claiming £2,854,536 in benefits, tax credits and entitlements to Anglesey residents
- Jointly funded a Financial Inclusion Officer with Môn Communities First
- Appointed a Financial Inclusion Officer to increase financial literacy and capability of Council tenants, ie tenancy budgeting advice, money management courses, income maximisation, energy comparison etc.
- Re-modelled Housing support service to offer a comprehensive support package for individuals who are at risk of homelessness for up to 2 years to help maintain their accommodation, live safely and independently and participate in community life, regardless of tenure.
- Maximised Energy Efficiency by extending the network by installing mains gas to a number of council and private sector homes.
- Installed external wall installation in 25 public sector dwellings in order to alleviate fuel costs and increase the thermal performance of the housing stock.
- Prevented Homelessness for at least 6 months in 88% of cases by providing advice and intervention.
- Used Homeless prevention section 180 grant to support partner organisations by extending the opening hours of day services for homeless and vulnerable individuals in winter months and distribution of 10 Rough Sleeper Emergency packs to homelessness organisations

- Awarded small grants to individuals with low level arrears to prevent escalation thus reducing the risk of homelessness.
- Worked with the Regional Community Cohesion Co-ordinator to support community cohesion

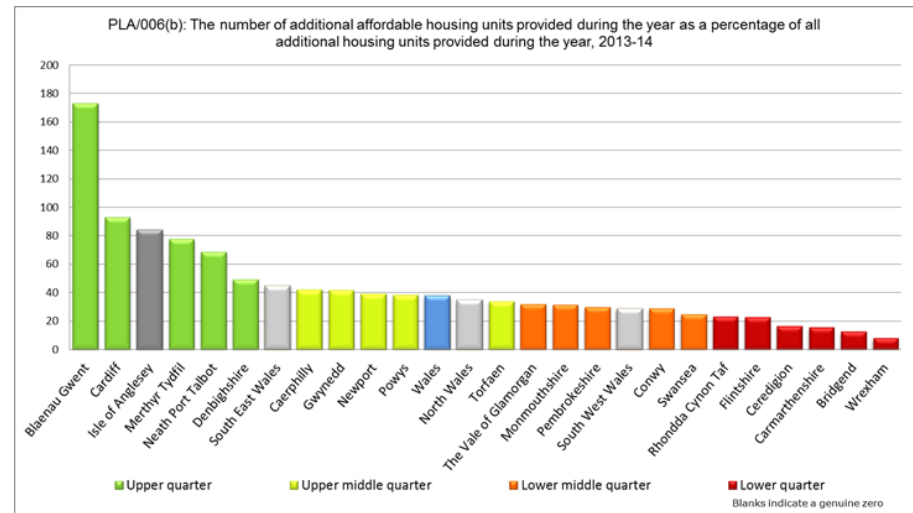
### ***Have we made a difference locally?***

<b>Indicator</b>	<b>Result 2012/13</b>	<b>Result 2013/14</b>
PSR/ 002 the average number of calendar days taken to deliver a Disabled Facilities grant	<b>275</b>	<b>213</b>
PSR/004 the percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority	<b>8.63</b>	<b>11.98</b>
Number of affordable housing (new build) completed during the year	<b>98</b>	<b>39</b>
The total amount of rent collected during the year from current and former tenants as a percentage of the total rent collectible for the financial year, in permanent accommodation	<b>95.4</b>	<b>94.98</b>
The average number of calendar days taken to complete urgent repairs	<b>0.9</b>	<b>0.9</b>
Landlord gas safety record - % properties with a gas appliance that have a valid landlord gas safety record	<b>100%</b>	<b>100%</b>

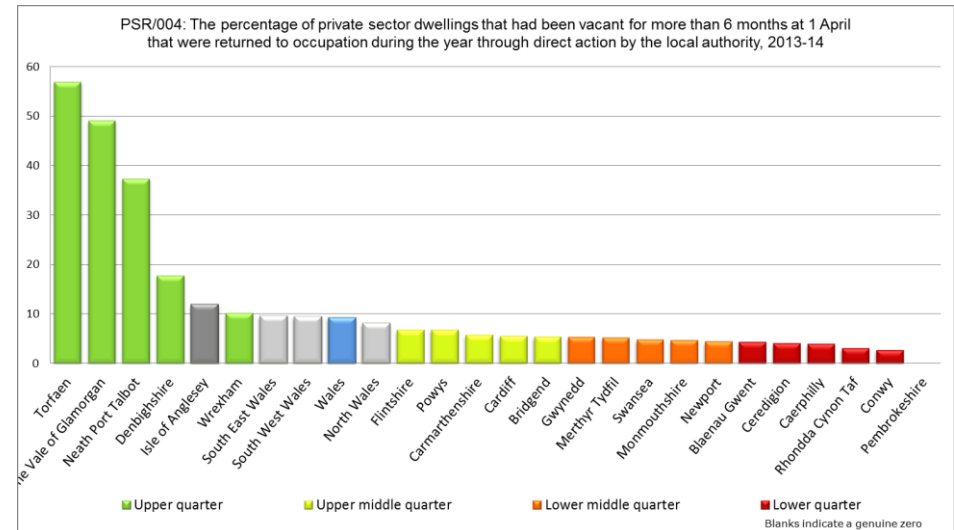
The total amount of rent arrears owed by current tenants as a percentage of the total rent collectible for the financial year for permanent accommodation	<b>3.82</b>	<b>3.59</b>
The average number of calendar days taken to let lettable units of permanent accommodation during the financial year (incl. DTIs)	<b>83.6</b>	<b>74.8</b>
The average number of calendar days taken to let lettable units of permanent accommodation during the financial year (excluding DTIs)	<b>49.0</b>	<b>36.5</b>
HHA/002 The average number of days between homeless presentation and discharge of duty for households found to be statutorily homeless	<b>740</b>	<b>531</b>
HHA/016 The average number of days all homeless families with children spent in bed and breakfast.	<b>15</b>	<b>0</b>
HHA/017b the average number of days that all homeless households spent in other forms of temporary accommodation	<b>1224.51</b>	<b>621.6</b>

In terms of our National Performance Indicators we are performing particularly well in comparisons to other councils in terms of providing additional affordable housing during the year -despite not improving on our previous year outturn locally – being the 3<sup>rd</sup> best throughout Wales (Table 23). In terms of housing we are also the 5<sup>th</sup> best in Wales as regards returning private sector dwellings that had been vacant for more than 6 months back into occupation (Table 24).

**Table 23**



**Table 24**





## Theme 5 - Transforming our Leisure and Library Provision

Sport and leisure facilities and the programmes of activity they support play a significant role in the health of the community and in increasing the self-confidence of people:

As part of this theme we stated that we would 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 stated that we would ensure that our facilities/service are fit-for-purpose and delivering the best value for money possible as we seek to improve the health and wellbeing of our citizens.

Page 55 We also stated that we wanted to keep our place and presence at the heart of communities with our library provision becoming a 'universal front door' for us as a council. 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.

This theme also contributes towards one of the 5 themes that make up our **Outcome Agreement** through Leisure Provision that addresses early years' experiences.

### Examples of what we did to improve our Leisure and Library services

- Developed a Short Term Leisure Plan and increased marketing of leisure service and associated leisure events within communities
- Considered potential options for future delivery as part of producing a Medium Term Leisure Strategy, inclusive of

collating evidence – e.g. participation numbers at leisure centres, in order to make informed decisions

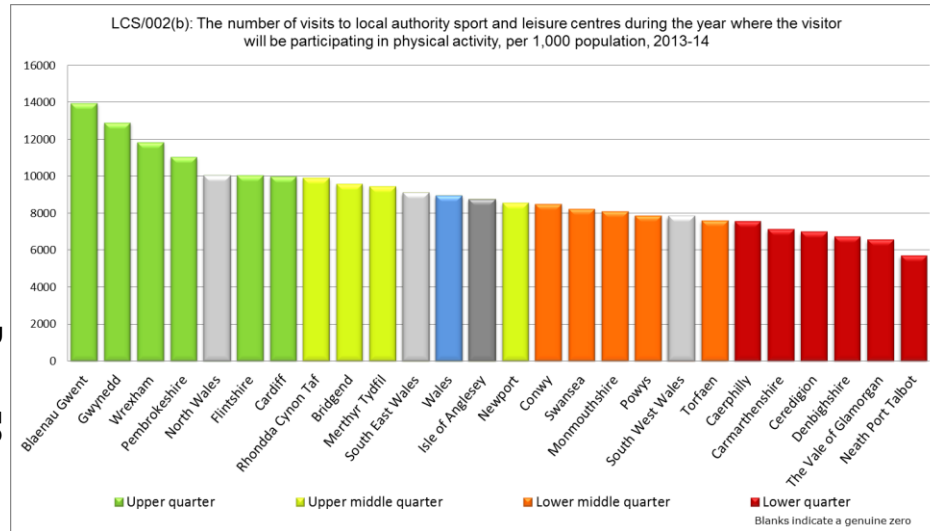
- Considered and developed potential options and collated evidence in preparation for an in depth Library Service Review in 14-15. Paying particular regard to the Services Statutory Duties.
- Consultation Team were commissioned to undertake an Options Appraisal report for the Museum and Culture Service and completed end of April 2014 and is now being followed up.

### Have we made a difference locally?

Indicator	2012/13	2013/14
LCL/001b: The number of visits to Public Libraries during the year, per 1,000 population	4094.43	4024.00
LCL/004: The number of library materials issued, during the year, per 1,000 population	4580.80	4412.3
Annual number of visitors to Oriel Ynys Mon	111,422	96,729
Annual number of visitors to Seasonal Heritage Sites: Beaumaris Courthouse and Jail, Melin Llynonn and South Stack	28,130	43,277
LCS/002: The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population	8109.21	8767.00
OA 1APi 03 No of attendances (young people) at sports development / outreach activity programmes	N/A	129,721

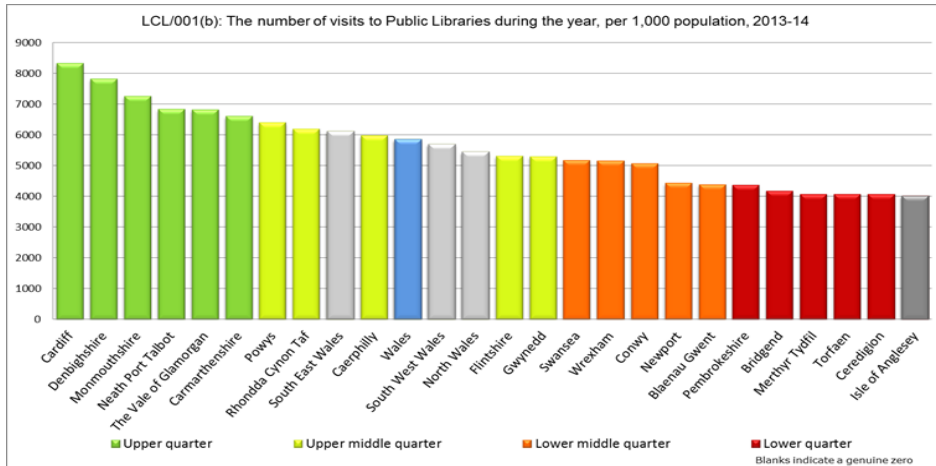
Looking at national comparative information in relation to our Leisure and Libraries provision confirms what we know to be the case. We are performing relatively well in terms of physical activity related visits to our leisure centres (Table 26) around the Welsh average. However, Table 27 confirms that we are again at the bottom of the lowest quartile throughout Wales for Library visits.

**Table 26**



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**Table 27**



The following have been identified as priority areas for improvement in 2014/15:

PI	Description	Qtl	Reason & Mitigating action
NSI	LCL/001b: The number of visits to Public Libraries during the year, per 1,000 population		The number of events and activities relating to visits have been low and need improving. The staffing structure and library service model is also being reviewed

**Priorities and Improvements 2014/15**

- Establish a new long term Leisure Strategy for Anglesey to outline a cohesive and sustainable future leisure service
- Implement Leisure Change Programme to support and increase in effectiveness, efficiency and performance
- Engagement with relevant stakeholders
- Introduce leisure activity booking system and Chip 'n' Pin facilities in Leisure Centres
- Maintain and enhance existing outreach activities to increase attendances and improve participation
- Improve marketing and promotion to encourage increased participation in leisure centres (including all leisure centres, Sports Development Unit and National Exercise Referral Scheme initiatives)
- Present and adopt preferred option for future of Museums and Galleries Service

## Theme 6 - *Becoming Customer, Citizen and Community Focused*

In our 2013-2017 Corporate Plan we acknowledged that we still had a long way to go to standardise and simplify processes for our customers and service users. An essential part of transforming our Council will be listening to what our citizens, service users and businesses say – and acting on it. Over the past two years we have demonstrated a real commitment in actively listening to our citizens and engaging with them on their priorities and areas whereby they identify efficiencies for us.

This has already resulted in improved service provision which will only get better. We stated that we would 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. We also stated that we would develop, agree and sign up to a robust and valid customer charter; develop and strengthen our engagement with and involvement of Anglesey citizens in the Council's decision making and accountability processes as well as explore the quality of the buildings in which customers receive their service.

We also pledged to ensure the promotion of the Welsh language and Welsh culture through the implementation of a developed Welsh language strategy, and corporately aim to achieve Level 5 accreditation of the Green Dragon environmental standard

### **Examples of what we did to improve our Customer Services**

- Carried out formal consultation process with Trade Unions and staff on the draft Customer Service Excellence Charter

- Established a Task and Finish Group to create a value alignment tool for new recruits and existing staff of the council to create a more user friendly customer interface
- Transformed the main reception desk to act as the main reception for all Services based within the main building, creating a single point of access
- Planning for Private meeting/interview rooms to be accessible through the main reception
- Moving ahead with plans to locate the Senior Leadership Team centrally within the main building with a pooled admin team
- Established a multi-agency Language Forum
- Progressing plans to re-locate Staff from outlying buildings into the main Office (Parc Mount, old Ysgol Y Graig, Môn Training, and also Rovacabin and Penyrsedd House)

<b>Priorities and Improvements 2014/15</b>
<ul style="list-style-type: none"><li>• Formally adopt the Customer Service Charter</li><li>• Create and adopt a Welsh Language Strategy for the whole Island</li></ul>

## Theme – 7 Transforming our Information and Communication Technologies (ICT)

The Council needs to 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.

- Implemented a modern, electronic finance system which replaces outdated manual, paper based processes
- Installed a corporate wireless system at the Council's headquarters allowing services to work in a more agile manner
- Made continuous improvements to the usability and features of the corporate website, resulting in the achievement of the SocITM 3 Star Award
- Implemented webcasting of key Council meetings via the corporate website, improving transparency of decision making and encouraging citizen engagement.
- The department has worked with the Smarter working team to develop and understanding of the future technological needs of the council.

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### Have we made a difference locally?

Indicator	2012/13	2013/14
<b>SocITM KPI 2</b> Measures the performance of the ICT unit in restoring service after an "operational" incident has been reported by a user*  *Excludes Login problems, Projects, Equipment Moves	8,199 Operational requests received  81.39% resolved within agreed timescales	<b>8,290 operational requests received</b>  <b>85.26% resolved within agreed timescale</b>
User satisfaction	No data	No data – survey scheduled for 2014/15
Number of compliments / official complaints received relating to the ICT Service	No data	39 compliments received, 0 official complaints received
Number of requests for file restores from backup which were successfully completed	No data	38 requests logged, 31 of which were successfully completed (82%)
Official SocITM rating of the Council's website	2 stars	<b>3 stars</b>

The following have been identified as priority areas for improvement in 2014/15:

#### Priorities and Improvements 2014/15

- *Provision of more online forms – e.g. online job application*



forms, disabled parking badges application form

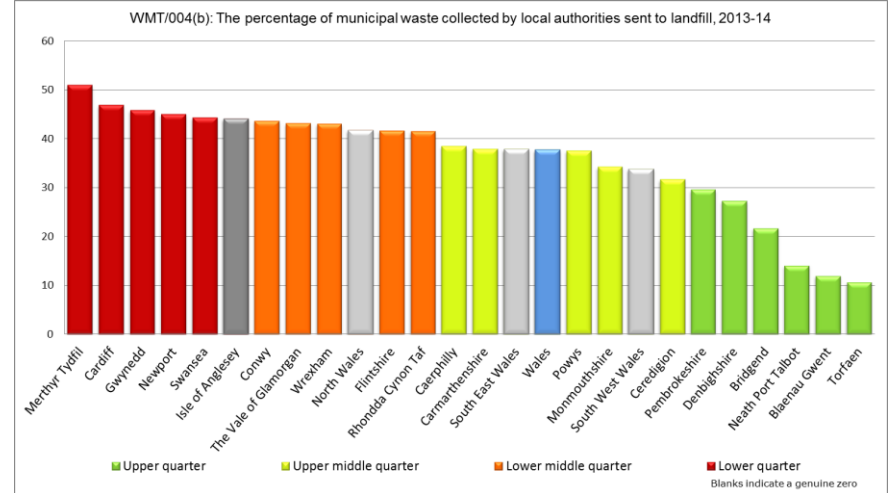
- Further improve the council's 'call-handling' capabilities.
- Engage with the Smarter working project group to improve the experience for mobile workers.
- Improve the experience the citizens of Anglesey have when they interact with Council departments via the provision of secure web enabled services

## Performance Indicators - General

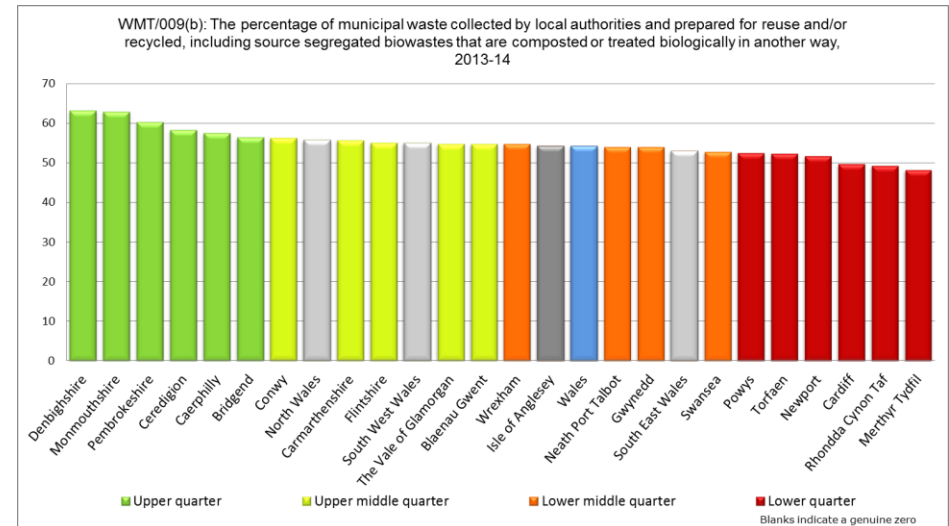
In terms of some of the indicators used to monitor other **services** which are not part of either our Improvement Objectives or Corporate Plan themes, we are aware that performance has declined in one area where we were the best in Wales for a number of years (**waste management**). The PI for waste sent to landfill has moved from the lower middle quartile to the lower quartile between 2012/13 and 2013/14. Similarly, municipal waste collected and reused or recycled has moved from the top quartile to the lower middle quartile during the same period (Table 28 and 29).

In Table 30, we can see that we are performing well in relation to issues of **public protection**, being the 4<sup>th</sup> best in Wales for food establishments' compliance with hygiene standards. However, we are aware that a main **Highways** PI needs to be monitored and addressed (Table 31)

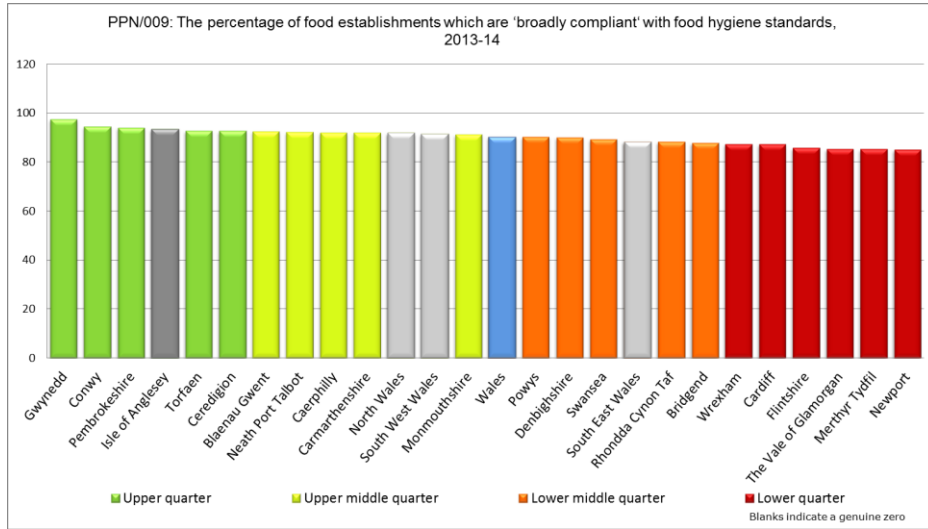
**Table 28**



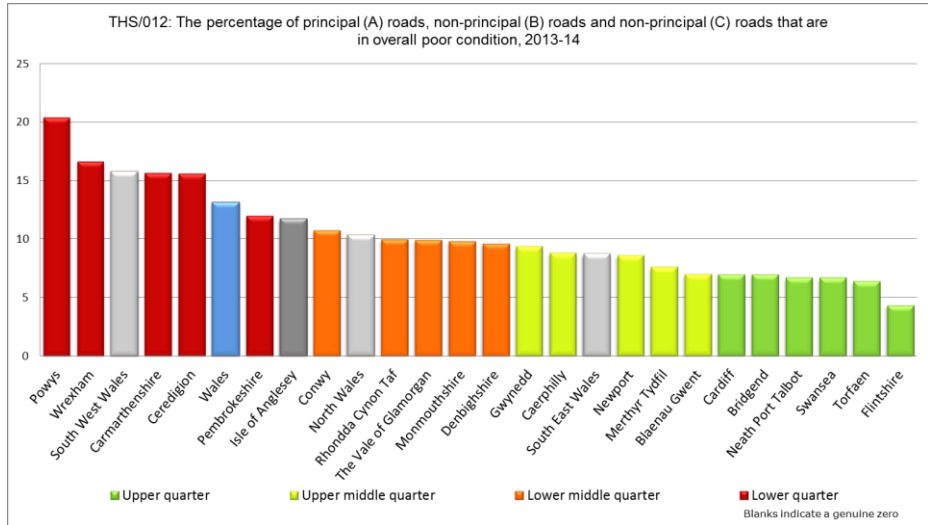
**Table 29**



**Table 30**



**Table 31**

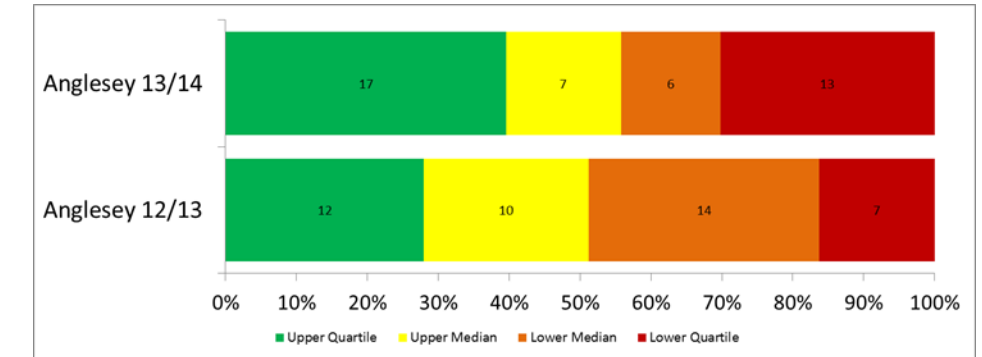


position in 2013/14 against the previous year, whilst Table 33 represents a graphic presentation which gives an indication of quartile positioning between the two years.

**Table 32**

Isle of Anglesey County Council Performance	Number of Pis	2013/14 Quartile Position				PI Change since 2012/13											
		Top Quartile	Upper Median	Lower Median	Lower Quartile	Improved	Unchanged	Declined	New Indicator								
Adult Services	7	2	1	1	3	4	0	3	0								
Childrens Services	13	4	2	2	5	5	1	7	0								
Housing	3	1	1	0	0	2	0	1	0								
Economic & Community Regeneration	1	0	1	0	0	1	0	0	0								
Learning	12	8	2	1	1	9	0	3	0								
Highways & Waste Management	6	0	0	2	4	2	0	4	0								
Planning & Public Protection	2	2	0	0	0	2	0	0	0								
<b>Isle of Anglesey County Council Total</b>	<b>44</b>	<b>17</b>	<b>39%</b>	<b>7</b>	<b>16%</b>	<b>6</b>	<b>14%</b>	<b>13</b>	<b>30%</b>	<b>25</b>	<b>57%</b>	<b>1</b>	<b>2%</b>	<b>18</b>	<b>41%</b>	<b>0</b>	<b>0%</b>

**Table 33**



We are aware that whilst we have increased the number of Pis in the top quartile during 2013/14, we have also seen an increase, from 7 to 13, of the Pis in the bottom quartile. The way we are addressing these Pis in relation to our Improvement Objectives and Corporate Plan priorities have been outlined in the relevant parts of this Performance Report. Of the remainder, we are addressing the issues as follows:-

Table 32 and 33 below represent a graphic picture of the Council's performance across all services and Year on Year in relation to the 4 quartile positions of all our comparable Pis (NSIs and PAMs). Table 32 looks at all our services and compares the

	<b>Description</b>	<b>Qtl</b>	<b>Reason &amp; Mitigating action</b>
PAM	STS/005b: The percentage of highways inspected of a high or acceptable standard of cleanliness		This result is due to recent cuts in funding for road cleansing, which will continue to impact on the result of this PI over the next few years.
NSI	THS/007: The percentage of adults aged 60+ who hold a concessionary bus pass		A KPI which is difficult to have any direct control over and which is a reflection of the rurality of the council area
PAM	THS/012: The percentage of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition		This deterioration is a result of cuts to the highway maintenance County revenue funding. A Capital bid for County Prudential Borrowing for 15/16 & 16/17 is being prepared to mitigate against further deterioration.
NSI/ PAM	WMT/004b: The		See WMT/009b below

	percentage of municipal wastes sent to landfill		
NSI	STS/006: The percentage of reported fly tipping incidents cleared within 5 working days		Although in the lower median quartile there has been good improvement over the past 2 years which the service will continue to strive for.
NSI /PAM	WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way		This authority has consistently been in the top quartile for recycling and is still one of the top performing Kerbside Sort authorities. Decline last year due to change in legislation regarding classification of road sweepings, which cannot be recycled economically. Ongoing initiatives to improve.

Table 34 (below) represents all the Council's Performance Indicators – NSIs, PAMs and SIDs, 118 performance indicators – and again compares the situation at the end of 2013/14 with the previous year.

**Table 34**

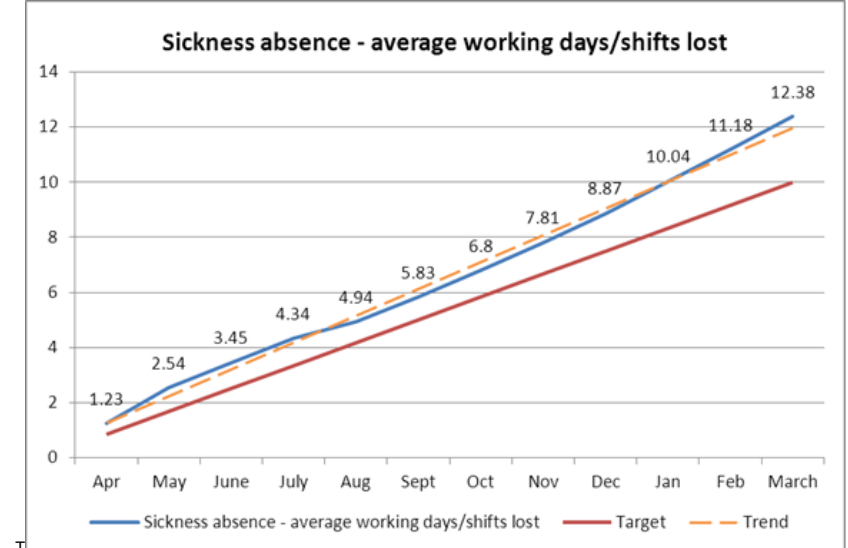
Isle of Anglesey County Council Performance		2013/14 Quartile Position				PI Change since 2012/13			
Number of Pis	Top Quartile	Upper Median	Lower Median	Lower Quartile	Improved	Unchanged	Declined	New Indicator	
Adult Services	11	3	2	1	5	0	6	0	
Childrens Services	47	23	9	7	8	8	21	0	
Housing	8	1	1	1	4	0	3	0	
Economic & Community Regeneration	1	0	1	0	0	1	0	0	
Learning	22	11	4	3	4	13	8	0	
Highways & Waste Management	17	2	3	3	8	5	9	1	
Planning & Public Protection	12	7	3	0	2	7	2	1	
<b>Isle of Anglesey County Council Total</b>	<b>118</b>	<b>47 40%</b>	<b>23 19%</b>	<b>15 13%</b>	<b>31 26%</b>	<b>54 46%</b>	<b>13 11%</b>	<b>49 42%</b>	<b>2 2%</b>

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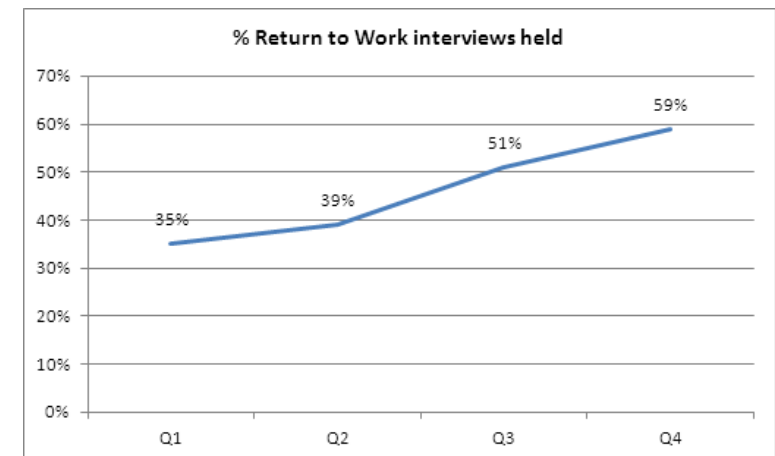
In looking at other measures of performance, and in particular indicators that are seen as important in indicating the **corporate health** of any organisation, we can observe that our **sickness rates** portrayed a better position at the end of Q4 2013/14 as compared to the same time the previous year (Table 35). The result at **12.38** days lost due to sickness per FTE and although behind our corporate target of 10, represents a significant improvement of approximately 2 days for each FTE by the end of this financial year, when compared with 2012/13 data.

Similarly, our 'return to work' (RTW) interview process has seen an improvement since employing a dedicated sickness coordinator and saw a steady corporate improvement over the last three quarters of 2013/14, with RTW interviews increasing from 34% (Q1) to 59% (Q4) as indicated in Table 36

**Table 35**



**Table 36**



## Financial Performance 2013/14

The net revenue budget for 2013/14 was set at £129m. This was funded by the Council's Revenue Support Grant from the Welsh Assembly of £78.203m, receipts from the National Non-Domestic Rates Pool of £22.025m and Council Tax receipts of £30.212m.

It was recognised that some significant risks were included in the budget proposals;

- A number of savings proposals had an impact on service delivery;
- There was the potential that not all of the savings proposals would be delivered or take time to be implemented;
- Reductions in staff numbers contained within the savings proposals would have to be met by the use of reserves, which would reduce the availability of balances to support the budget going forward.

The third quarter budget review indicated that there would be a significant overspend, principally due to pressures on the Education and Social Services budgets. At that time actions were identified to limit the overspend to £1m by the end of the financial year.

By the end of the year, the position had improved significantly and showed a net underspend of £1.4m, a turnaround of £2.4m from the position reported at quarter 3.

The biggest single factors contributing to this much improved position were

- A significant improvement of £0.864m in the Education Service budget, with the main improvements arising from reductions in the costs of the School Meals Service; increased grant income for sixth form funding and reduction in the integration budget overspend.
- A number of savings proposals had an impact on service delivery;
- There was the potential that not all of the savings proposals would be delivered or take time to be implemented;

The Council's Executive Committee received a provisional outturn report at its meeting of 10 June 2014, which showed a net underspend of £846k against the Council's approved budget. The revised outturn position shows a net underspend of £1.217m

Generally the underspend has been achieved by General restraints on spending by services in response to the forecast financial position of the Council. The biggest single factors contributing to this much improved position were:-

**Lifelong Learning** - Central Education -There is a net underspend of £118k. Within the Service there are a number of areas that are overspent whilst others are below budget. The significant sums are summarised as follows:

- Pupil Transport - Cost of transport for pupils to schools and colleges was overspent by £177k and included all

sectors i.e. Primary, Secondary, Special as well as Further Education establishments.

- Combined School Meals - Overspend of £172k and this was partly attributable to a greater take up of free school meals and primary schools meal income has underachieved against the budget target.
- Central Education Administration -This budget was overspent by £126k. This overspend is spread over a number of areas including supplies and services, but has also been partly offset by underspending on energy costs and over achievement of income/contributions.
- Cynnal - Overspent by £135k – this was mainly as a result of unbudgeted costs for service level agreement with Cynnal – the service included IT support, Curriculum support and admin management
- Other Central - Performance management budget was underspent by £92k and was partly due to underspending on contract costs. The home tuition and sickness budget was also underspent by £96k, mainly due to underspend on staffing. There was also a smaller underspend on Appetite for Life of £24k.

**Community - Social Care** - The Social care overall outturn position shows a net overspend of £180k. The main variances for social care (excluding the provider unit) are as follows:

- Services for the Elderly - This area is showing an underspend of £230k. This is partly due to vacant posts within the Service of £84k. However, the Service is also

seeing a reduction in spend as a result of a strategy to move away from residential care to home care.

- Learning Disability - This area is showing an overspend of £142k. This is mainly as a result of unforeseen demand for adult placement in residential care
- Physical Disability -These show a service underspend of £90k. This is mainly as a result of the tightened eligibility criteria for adaptations for the home.
- Children Service - The Service is showing a net underspend of £216k and includes underspend in Family support of £99k. Likewise, Children with Disability budget is underspent by £73k. However, there are also overspends in other parts of the budget; this includes overspending in legal costs of £32k and out of county placements of £106k

**Leisure and Culture** -The **Culture** Services had an overall underspend of £138k, the main variances to this underspend were as follows

- Additional running costs at the new archives building has led to an over spend of £25k. Heritage sites were under spent by £15k due to an improved performance at South Stack. Admission fee income was ahead of budget by £21k, but additional running costs of £6k partly offset the increased income performance
- Museums and galleries were under spent by £5k. Oriel Ynys Mon over spent by £35k due to an under achievement of income, but Beaumaris Gaol and Court generated an under spend of £10k. There was a further

under spend of £32k on the museums administration budget. The Library Service under spent by £90k mainly due to staff vacancy savings that amount to £60k. There are further under spends on transport and supplies and services that amount to £30k

**Leisure** service showed an overall underspend of £142k; the main variances were as follows:

- Park and Outdoor facilities services were over spent by £23k. This follows the decision of the council to make a 'complete withdrawal' from the service provision from April 2012 onwards. Indoor sports and recreation facilities are under spent by £158k. Income generation is significantly ahead of budget, amounting to £120k. There are also underspends on premises related budgets of £33k. The historic trend of over spending on the golf course has continued, amounting to £44k.

**Sustainable Development** - Highways and Transportation- the Service is showing a net overspend of £191k. The main variances are as follows: Works budget (Traffic, Lighting and Maintenance) Combined overspend of £198k. This is mainly accounted for by the need to respond to additional emergency works during the winter period.

- Development Control Management - underspend by £82k. This was mainly as a result of not achieving budgeted income. Other -School crossing patrol was underspent by £24k. This was mainly due to a significant number of schools crossing posts remaining vacant during the year. Car park income was under budget by £36k. This was due

to a combination of reduced expenditure on contract payments and additional income over and above budget

- Waste Management -The total underspend was £265k. The major items were improvements in the Gas Management at Penhesgyn (£159k), and reduced waste going into landfill producing savings of £60k.
- Planning - The total overspend was £211k.The major items were: Legal and consultancy costs were £165k over budget due to disputed planning committee decisions. The collaboration with Gwynedd Council for the policy unit was £23k over budget. Energy Island development was £46k over budget due to additional computer expenditure.

**Deputy Chief Executive** - ICT -This service is underspent by £167k. The majority of this related to the staffing budget being underspent as a result of vacancies. Legal and Administration - This Service is underspent by £174k and is as a result of a combination of various service elements within the budget. Committee Services are underspent by £42k. Legal Services are underspent on staffing due to vacant solicitor post. The underspend in staffing, net of agency cost and SLA, is £44k are some of the main variables

**Non HRA Housing** - This Service is showing a net underspend of £248k. Within the Service there has been an additional bad debt provision posted of £53k relating to Private Sector Leasing. The Service also shows a gain of £256k relating to grant reserves monies that have been released from grant reserves. (The figure net of the bad debt and grant reserves adjustments is an under-spend of £45k).

- I. the call on revenue contributions by the capital programme was £1.2m less than anticipated.
- II. Rental receipts were buoyant and performed £500k better than anticipated.
- III. However, £300k cost were higher than anticipated and cuts were incurred on a new computer system implementation.
- IV. iv) Upgrades to lifts, fire alarms and sewage facilities costs were £200k higher than budget.
- V. revenue repairs and maintenance was higher than anticipated.

The overall improvement shown in the out-turn position for 2013/14 meant that the value of usable reserves increased by £1.055m. The new position means that the Council is in a slightly improved position to meet any potential funding shortfall arising from future fiscal constraints on public sector finances.

During the year, net spending by schools increased their reserves (in total) by £0.334m, so that the total value of schools reserves at 31 March 2014 stood at £1.51m (£1.18m 2012/13). School reserves are limited to the uses approved by the individual schools and the position varies from school to school. Seven schools had a deficit at the end of the financial year (10 at the end of the previous year)

The Council spent £24.1m on capital projects in 2013/14, £4.7m less than the approved budget. Significant spending was incurred on the relocation of Ysgol Y Bont (£6.7m), continuation of the Small-holdings Improvements programme (£0.7m), Equal

Pay Claims (£3.3m) and the Local Government Borrowing Initiative to promote capital infrastructure works (£1.8m).

The Council's financial standing can be best assessed by the extent to which it has made provision for known liabilities and the amount of distributable reserves it has available to cover other risks. The Council has made provision for known liabilities and has established reserves where required by statute, to meet Council Plans of where it is prudent to meet risk or uncertainty.

At 1 April 2013, the Council held earmarked reserves of £16.627m and had a Council Fund balance of £5.9m. The Earmarked Reserves now stand at £16.406m a net reduction amounting to £221k. School balances have increased by £334k and now stands at £1.518m. The total Useable Reserves have increased by £1.055m and now stand at £25.534m. Unusable reserves have decreased by £24.912m this is mainly as a result of changes to the Pension Reserve which accounts for £22.725m of the net movement.

The Council's financial standing is therefore in a much more favourable position than expected and provides an adequate buffer to help meet the difficulties arising from the deteriorating state of local government finances.

The budget for 2014/15 also includes savings targets to be delivered as government funding continues to be reduced. This position will continue in future years as budgets become even tighter and the need to set a balanced budget becomes more difficult.



## Ensuring equality and sustainability

The Council continues its commitment to equality, in terms of:

- Service provision
- Its responsibilities as a major employer and
- ensuring that policies, procedures and practices do not discriminate in any way

We are committed, within the capabilities and influence of the Council, to eliminate unlawful discrimination, harassment and victimisation; advance equality of opportunity and foster good relations between different groups.

We are continuing to work towards achieving the equality objectives set out in our Strategic Equality Plan 2012-16. Progress as at December 2013 towards achieving these objectives is included in our 2012/13 Annual Equality Report which was published in March 2014.

Our equality objectives were developed through a multi-agency equality network – the North Wales Public Sector Equality Network (NWPSSEN). The Network continues to work together to share good practice and make the most of the resources available. The work of NWPSSEN was acknowledged by the Equality and Human Rights Commission, noting that “this shared regional agenda makes partnership working much easier and saves time and money for all”.

Our Strategic Equality Plan 2012-16, our partnership documents and annual equality reports can be found at: <http://www.anglesey.gov.uk/council-and-democracy/strategies-plans-and-policies/equality-and-diversity/>

## Regulatory Activity - 2012/13

The Council receives various regulatory reports and feedback from inspections, reviews and studies (both local and national) every year. The proposals and recommendations contained within those reports provide us with useful feedback on how we can improve services and the way we operate as a Council.

The detail of how we have responded to any subsequent proposals or recommendations from past and present regulatory reports during 2013/14 is contained within the body of this Performance Report.

### ***Annual Improvement Report (June 2014)***

Each year, the Auditor General must report on how well Welsh councils, fire and rescue authorities and national park authorities are planning for improvement in delivering their services. This report draws on the work of the relevant Welsh inspectorates, as well as work undertaken on the Auditor General’s behalf by the Wales Audit Office. The report covers the Isle of Anglesey County Council’s delivery and evaluation of services in relation to 2012-13; it’s planning of improvement for 2013-14 and, taking these into account, concludes whether it believes that the Council will make arrangements to secure continuous improvement.

The AIR found that...

- the Council made steady progress in delivering improvements in most of its priority areas for 2012-13 but further improvements are required in some key services

- more thorough and consistent procedures and developing governance arrangements have strengthened the Council's ability to evaluate and improve services
- If delivered effectively, the Council's plans for improvement and its arrangements to support improvement should help it to meet the financial and other challenges that lie ahead.

## Governance

Our Annual Governance Statement 2013/14 also noted good progress in a number of the actions identified in the 2012-13 Annual Governance Statement as Significant Issues:

- We established Transformation Programme Boards; a Corporate Programme Management Office and related governance arrangements;
- Progress has been made in the management of data security and information assets, but there is still more to do;

Future issues included the need for the council to

- Develop a Medium Term Budget Strategy based on existing plans and projections
- Establish the Efficiency Strategy as part of the Council's core strategic plans
- Introduce Commissioning and Procurement Policy and Strategy

## Conclusion

In conclusion, we are very pleased with our overall performance during 2013/14 and as this report shows we are maintaining the momentum towards achieving our overall aim to be one of the best performing local authorities in Wales.

Our overall performance in relation to our stated improvement objectives, corporate plan priorities and outcome agreement remain focussed and steady. In addition, our modernisation agenda delivered through our ambitious Transformation Plan shows that we are now making clear links between all our main plans, strategies and projects and are making great strides towards becoming an efficient, effective, professional and well-run council.

Equally important as knowing how well we are performing overall is that we also now know through detailed and regular monitoring and service challenge meetings where we need to focus to improve - and this report shows that there are still areas where we need to address identified weaknesses. This puts us in a better position than we have been for a long time and augurs well for the future in terms of the continuous improvement agenda.

## Finding out more

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

Deputy Chief Executive's Office  
Isle of Anglesey County Council  
Council Offices  
Llangefni  
Anglesey  
LL77 7TW

☎- 01248 752108 or 01248 752111  
[GethinMorgan@anglesey.gov.uk](mailto:GethinMorgan@anglesey.gov.uk)

This Report is available on the Council's website: <http://www.anglesey.gov.uk/council-and-democracy/governance-and-performance-/corporate-business-plan/>

Further information may also be obtained as follows:

**Policies, plans and strategies** published by the Council can be accessed at: <http://www.anglesey.gov.uk/council-and-democracy/council-documents>

**Service Delivery Plans** – please contact [NevilleEvans@anglesey.gov.uk](mailto:NevilleEvans@anglesey.gov.uk)

**The Annual Improvement Report (AIR)** is available on the Council's website by clicking on this link: <http://www.anglesey.gov.uk/council-and-democracy/governance-and-performance-/external-assessments/annual-improvement-report-wales-audit-office/>

**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:

<http://wales.gov.uk/cssiwebsite/newcssiw/?lang=en>

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

## Appendix 1 – National Strategic Indicators and Public Accountability Measures 2013/14

PI Type	Description	Service	Direction	2011/12	2012/13	2013/14	13/14 Trend	13/14 Quartile
NSI/PAM	EDU/002i: The percentage of all pupils (including those in LA care) in any local authority maintained school, aged 15 as at the preceding 31 August who leave education, training or work based learning without an approved external qualification	Education	<	0.1	0.28	0.00	↑	
NSI	EDU/002ii: The percentage of pupils in local authority care in any local authority maintained school, aged 15 as at the preceding 31 August who leave compulsory education, training or work based learning without an approved external qualification	Education	<	0.0	25.00	0.00	↑	
NSI/PAM	EDU/003: The percentage of pupils assessed at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment	Education	>	78.6	84.67	87.98	↑	
PAM	EDU/004: The percentage of pupils assessed at the end of Key Stage 3, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher Assessment	Education	>	69.4	77.86	81.46	↑	
NSI	EDU/006ii: The percentage of pupils assessed, in schools maintained by the local authority, receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 3	Education	>	63.3	64.91	61.75	↓	
NSI/PAM	EDU/011: The average point score for pupils aged 15 at the preceding 31 August, in schools maintained by the local authority	Education	>	428.1	514.65	593.55	↑	
NSI	EDU/015a: The percentage of final statements of special education need issued within 26 weeks including exceptions	Education	>	70.4	69.57	59.09	↓	

NSI	EDU/015b: The percentage of final statements of special education need issued within 26 weeks excluding exceptions	Education	>	100.0	88.89	100.00	↑	
PAM	EDU/016a: Percentage of pupil attendance in primary schools	Education	>	93.5	94.38	94.41	↑	
PAM	EDU/016b: Percentage of pupil attendance in secondary schools	Education	>	90.9	92.24	93.24	↑	
NSI	EDU/017: The percentage of pupils ages 15 at the preceding 31st August, in schools maintained by the local authority who achieved the level 2 threshold including a GCSE grade A*-C in English or Welsh first language and mathematics	Education	>	-	52.25	54.20	↑	
NSI/PAM	HHA/013: The percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months	Housing	>	81.6	88.65	88.18	↓	-
NSI	LCL/001b: The number of visits to Public Libraries during the year, per 1,000 population	Libraries	>	3965	4094.43	4024.47	↓	
NSI	LCS/002(b): The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population	Economic & Community Regen	>	8090	8109.21	8767.29	↑	
NSI/PAM	PLA/006b: The number of additional affordable housing units provided during the year as a percentage of all additional housing units provided during the year	Planning & Public Protection	>	-	66.22	83.97	↑	
PAM	PPN/009: The percentage of food establishments which are 'broadly compliant' with food hygiene standards	Planning & Public Protection	>	91.62	92.91	93.38	↑	

NSI/PAM	PSR/002: The average number of calendar days taken to deliver a Disabled Facilities Grant	Housing	<	309	275.91	213.11	↑	
NSI	PSR/004: The percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority	Housing	>	4.19	8.63	11.98	↑	
NSI	SCA/001: The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	Adult Services	<	1.06	2.53	0.55	↑	
NSI	SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March	Adult Services	>	82.37	58.94	54.41	↓	
NSI	SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	Adult Services	<	23.6	21.93	18.16	↑	
PAM	SCA/007: The percentage of clients with a care plan at 31 March whose care plans should have been reviewed that were reviewed during the year	Adult Services	>	78.7	82.82	87.86	↑	
PAM	SCA/018a: The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year	Adult Services	>	70.1	81.73	91.28	↑	
NSI/PAM	SCA/019: The percentage of adult protection referrals completed where the risk has been managed	Adult Services	>	95.70	92.78	88.89	↓	
PAM	SCA/020: The percentage of adult clients who are supported in the community during the year	Adult Services	>	82.04	84.22	80.37	↓	

PAM	SCC/001a: The percentage of first placements of looked after children during the year that began with a care plan in place	Childrens Services	>	90.4	90.24	96.67	↑	
NSI	SCC/002: % of children looked after at 31 March who have experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements, in the 12 months to 31 March	Childrens Services	<	5.7	15.69	20.00	↓	
NSI/PAM	SCC/004: The percentage of children looked after on 31 March who have had three or more placements during the year	Childrens Services	<	15.4	8.75	7.79	↑	
PAM	SCC/011a: The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker	Childrens Services	>	89.2	89.81	91.63	↑	
NSI	SCC/011b: The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker	Childrens Services	>	55.4	59.44	55.06	↓	
PAM	SCC/025: The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations	Childrens Services	>	91.3	90.79	90.54	↓	
PAM	SCC/030a: The percentage of young carers known to Social Services who were assessed	Childrens Services	>	97.4	83.58	86.67	↑	
NSI	SCC/033d: The percentage of young people formerly looked after with whom the authority is in contact at the age of 19	Childrens Services	>	-	100.00	100.00	↔	

NSI	SCC/033e: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable, non-emergency accommodation at the age of 19	Childrens Services	>	-	100.00	85.71	↓	
NSI	SCC/033f: The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19	Childrens Services	>	-	62.50	42.86	↓	
NSI	SCC/037: The average external qualifications point score for 16 year old looked after children, in any local authority maintained learning setting	Childrens Services	>	77	205.50	135.80	↓	
NSI	SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required	Childrens Services	>	96.2	95.65	77.78	↓	
PAM	SCC/045: The percentage of reviews of looked after children, children on the Child Protection Register and children in need carried out in line with the statutory timetable	Childrens Services	>	89.6	90.09	95.68	↑	
PAM	STS/005b: The percentage of highways inspected of a high or acceptable standard of cleanliness	Highways & Waste Management	>	85.6	93.70	84.46	↓	
NSI	STS/006: The percentage of reported fly tipping incidents cleared within 5 working days	Highways & Waste Management	>	82.28	93.74	95.55	↑	



NSI	THS/007: The percentage of adults aged 60+ who hold a concessionary bus pass	Highways & Waste Management	>	69.0	69.11	70.73	3	
PAM	THS/012: The percentage of principal (A) roads, non-principal (B) roads and non-principal (C) roads that are in overall poor condition	Highways & Waste Management	<	11.5	11.15	11.71	1	
NSI/PAM	WMT/004b: The percentage of municipal wastes sent to landfill	Highways & Waste Management	<	42.19	43.72	44.11	1	
NSI/PAM	WMT/009b: The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated biowastes that are composted or treated biologically in another way	Highways & Waste Management	>	55.14	55.22	54.37	1	

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ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	COUNTY COUNCIL
DATE:	9 OCTOBER 2014
SUBJECT:	ANNUAL TREASURY MANAGEMENT REVIEW FOR 2013/14
PORTFOLIO HOLDER(S):	COUNCILLOR H E JONES
HEAD OF SERVICE:	RICHARD MICKLEWRIGHT
REPORT AUTHOR:	BEN DAVIES
TEL:	01248 752610
E-MAIL:	<a href="mailto:BenDavies@anglesey.gov.uk">BenDavies@anglesey.gov.uk</a>
LOCAL MEMBERS:	n/a

<b>A - Recommendation/s and reason/s</b>		
(i) Note the actual 2013/14 prudential and treasury indicators in this report; and (ii) Consider the annual treasury management report for 2013/14.		
<b>B - What other options did you consider and why did you reject them and/or opt for this option?</b>		
n/a		
<b>C - Why is this a decision for the Executive?</b>		
To comply with regulations issued under the Local Government Act 2003 and with the Council's Treasury Management Scheme of Delegation for 2014/15 (Annex 8).		
<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>		
n/a		
<b>DD - Who did you consult?</b>		
<b>What did they say?</b>		
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Scrutiny	
8	Local Members	
9	Any external bodies / other/s	
<b>E - Risks and any mitigation (if relevant)</b>		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	
<b>F - Appendices:</b>		
Appendix A: Background Appendix B: Annual Treasury Management Review for 2013/14 (a copy of the report that was presented to, and scrutinised by, the Audit Committee on 22 July 2014 and considered by the Executive Committee on the 8 <sup>th</sup> September 2014).		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		
(a) Treasury Management Strategy Statement 2013/14 (including 2013/14 Prudential and Treasury Indicators)		
(b) Treasury Management Strategy Statement 2014/15 (Appendix 8)		

**BACKGROUND**

In accordance with the Treasury Management Scheme of Delegation for 2014/15 (Appendix 8 of the Treasury Management Strategy Statement 2014/15) the Annual Treasury Management Review report for 2013/14 was scrutinised by the Audit Committee on 22 July 2014. The Audit Committee resolved to accept the report (Appendix B) and to forward it to the Executive Committee on the 8<sup>th</sup> September without further comment. The Executive Committee considered the report and resolved to accept it

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**ANNUAL TREASURY MANAGEMENT REVIEW FOR 2013/14****Summary**

The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2013/14. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

Under the Prudential Code it is a requirement that all local authorities set Prudential Indicators for borrowing and investing among other factors each year. The Council confirmed its limits for 2013/14 on 5 March 2013 and outturn information is provided in this report.

During 2013/14 the minimum reporting requirements were that the full Council should receive the following reports:-

- an annual treasury strategy in advance of the year (received on 5 March 2013);
- a mid year (minimum) treasury update report (received on 27 March 2014);
- an annual review following the year describing the activity compared to the strategy (this report).

The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by Members.

This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Audit Committee before they were reported to the full Council.

In order to support the scrutiny role of the members of the Audit Committee Member training on treasury management issues was undertaken during July 2013 as part of the induction training after the May 2013 elections. Further training took place this July.

During 2013/14, the Council complied with its legislative and regulatory requirements. The key data for actual prudential and treasury indicators detailing the impact of capital expenditure activities during the year, with comparators, are as follows:-

Data for actual prudential and treasury indicators	2012/13 Actual £000	2013/14 Original £000	2013/14 Actual £000
Capital expenditure			
• Non-HRA	16,677	19,000	20,936
• HRA	8,751	4,900	3,169
• Total	25,428	23,900	24,105
Total Capital Financing Requirement:			
• Non-HRA	81,346	88,500	86,286
• HRA	25,062	23,700	23,903
• Total	106,408	112,200	110,189
Gross borrowing	96,097	122,000	89,590
External debt	96,097	124,000	89,590
Investments			
• Longer than 1 year	-		-
• Under 1 year	13,468		9,196
• Total	13,468		9,196

Other prudential and treasury indicators are to be found in the main body of this report. The S151 Officer also confirms that borrowing was only undertaken for a capital purpose and the statutory borrowing limit (the authorised limit), was not breached.

The financial year 2013/14 continued the challenging investment environment of previous years, namely low investment returns and continuing heightened counterparty risk.

**Annexes:**

- Annex 1 - Summary Portfolio Valuation as at 31 March 2014
- Annex 2 - Credit ratings of investment counterparties and deposits held with each as at 31 March 2014
- Annex 3 - Equivalent Credit Ratings
- Annex 4 - The Economy and Interest Rates – A Commentary by Capita Asset Services

## 1. INTRODUCTION

This report summarises the following functions/activities/outcomes in financial year 2013/14:-

- Capital activity;
- Impact of this activity on the Council's underlying indebtedness (the Capital Financing Requirement);
- The actual prudential and treasury indicators;
- Overall treasury position identifying how the Council has borrowed in relation to this indebtedness, and the impact on investment balances;
- Interest rate movements in the year;
- Detailed debt activity; and
- Detailed investment activity.

## 2. THE COUNCIL'S CAPITAL EXPENDITURE AND FINANCING 2013/14

2.1 The Council undertakes capital expenditure on long-term assets. These activities may either be:-

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
- Financed from borrowing; this may be through planned borrowing or otherwise. If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

2.2 The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed.

£m	2012/13 Actual (£m)	2013/14 Estimate (£m)	2013/14 Actual (£m)
Non-HRA capital expenditure	17	19	21
HRA capital expenditure	9	5	3
<b>Total capital expenditure</b>	<b>26</b>	<b>24</b>	<b>24</b>
Non-HRA financed in year	11	8	9
HRA financed in year	5	5	3
<b>Non-HRA unfinanced capital expenditure</b>	<b>6</b>	<b>11</b>	<b>12</b>
<b>HRA unfinanced capital expenditure</b>	<b>4</b>	<b>0</b>	<b>0</b>

## 3. THE COUNCIL'S OVERALL BORROWING NEED

3.1 The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). This figure is a gauge of the Council's debt position. The CFR results from the capital activity of the Council and what resources have been used to pay for the capital spend. It represents the 2013/14 unfinanced capital expenditure (see above table), and prior years' net or unfinanced capital expenditure which has not yet been paid for by revenue or other resources.

**3.2** Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government, through the Public Works Loan Board (PWLB) or the money markets), or utilising temporary cash resources within the Council.

### 3.3 Reducing the CFR

**3.3.1** The Council's underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision – MRP, to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

**3.3.2** The total CFR can also be reduced by:-

- the application of additional capital financing resources (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

**3.3.3** The Council's 2013/14 MRP Policy (as required by WG Guidance) was approved as part of the Treasury Management Strategy Report for 2013/14 on 5 March 2013.

**3.3.4** The Council's CFR for the year is shown below, and represents a key prudential indicator. This would include any PFI and leasing schemes on the balance sheet, which would increase the Council's borrowing need, the CFR. There were no such schemes during the year.

CFR: Council Fund	2012/2013 Actual (£m)	2013/2014 Budget (£m)	2013/2014 Actual (£m)
Opening balance	79	81	81
Add unfinanced capital expenditure (as above)	6	11	8
Less MRP/VRP*	(4)	(3)	(3)
Closing balance	81	89	86

CFR: HRA	2012/2013 Actual (£m)	2013/2014 Budget (£m)	2013/2014 Actual (£m)
Opening balance	22	25	25
Add unfinanced capital expenditure (as above)	4	0	-
Less MRP/VRP*	(1)	(1)	(1)
Closing balance	25	24	24

\* Includes voluntary application of capital receipts

**3.3.5** The borrowing activity is constrained by prudential indicators for gross borrowing and the CFR, and by the authorised limit.



### 3.4 Gross borrowing and the CFR

In order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This essentially means that the Council is not borrowing to support revenue expenditure. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this prudential indicator.

	31 March 2013 Actual (£m)	31 March 2014 Budget (£m)	31 March 2014 Actual (£m)
Gross borrowing position	96.1	112.2	89.6
CFR	106.4	112.2	110.2

**3.4.1** As part of the financing of capital expenditure for 2013/14 borrowing was used to finance the gap between available resources (capital receipts, capital grants, capital contributions and revenue contributions) and the capital expenditure. It was decided, in light of current and projected market interest rates and counterparty credit risks, to continue internalising borrowing, in the short term at least. This strategy has now been implemented throughout each of the last three years. As a result of continuing with this strategy, the gap between CFR and external borrowing increased during 2013/14 to £20.6m. The gross borrowing at 31 March 2014 is less than the forecast CFR for the following 2 years.

**3.5** The other debt related indicators are:

**3.5.1 The authorised limit** - the authorised limit is the "affordable borrowing limit" required by section 3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2013/14 the Council maintained gross borrowing within its authorised limit.

**3.5.2 The operational boundary** – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

**3.5.3 Actual financing costs as a proportion of net revenue stream** - this indicator identifies the trend in the cost of capital (borrowing and other long term obligation costs net of investment income) against the net revenue stream.

	2013/14
Authorised limit	£122.0m
Maximum gross borrowing position	£96.1m
Operational boundary	£117.0m
Average gross borrowing position	£94.0m
Financing costs as a proportion of net revenue stream - CF	5.43%
Financing costs as a proportion of net revenue stream - HRA	16.62%

The reason for the Council Fund financing costs being a marginally higher percentage of the net revenue stream than estimated was due to higher than anticipated financing costs, combined with lower than expected investment income but countered to some extent by higher than expected net revenue stream. A second set of limits of £2m was approved for other long term liabilities; no such liabilities existed during the year.

#### 4. TREASURY POSITION AS AT 31 MARCH 2014

4.1 The borrowing and investment figures for the Council as at the end of the 2013/14 and 2012/13 financial years are as follows:-

	31 MARCH 2013			31 MARCH 2014		
	£'000	Average Rate (%)	Average Maturity (yrs)	£'000	Average Rate (%)	Average Maturity (yrs)
Debt: All Public Works Loans Board	96,096	5.53	26.5	89,590	5.72	26.2
CFR	106,408			110,189		
Over / (under) borrowed	(10,312)			(20,599)		
Fixed term investments (all < 1 year, managed in house and fixed rate)	10,000	1.63		5,005	0.80	
	3,468	0.79		4,191		
No notice investments (all managed in house)	13,468	1.41		9,196	0.58	
Total Investments					0.70	

See a more detailed analysis in Annex 1. The upper limits for fixed rate and variable rate exposures were not breached during the year.

4.2 Borrowing is further broken down by maturity as:-

	31 MARCH 2013		31 MARCH 2014		2012/13 and 2013/14 Limits	
	£m	% of total	£m	% of total	% of total (upper)	% of total (lower)
Total borrowing	96.1	100	89.6	100		
Under 12 months	6.5	7	0.0	0.0	20	0
12 months and within 24 months	0.0	0	0.0	0.0	20	0
24 months and within 5 years	5.5	6	10.5	11.8	50	0
5 years and within 10 years	16.8	17	13.7	15.3	75	0
10 years and above	67.3	70	65.4	72.9	100	0

4.3 The average borrowing rate of the loan portfolio increased during the year as a loan of £6.5m with a rate of 2.95% matured. There was no debt rescheduling and no new external borrowing. No debt rescheduling took place during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

4.4 Part of the Council's deposits are held in no notice deposit accounts which pay interest at rates near the prevailing base rate (£4.2m at 0.58% (31 March 2013: £3.5m at 0.79%). Of the remaining deposits, £5m was being held for a period of less than 1 year at a rate of 0.80% (31 March 2013: £10m at 1.63%).

## **5. TREASURY STRATEGY FOR 2013/14**

- 5.1** The expectation for interest rates within the strategy for 2013/14 anticipated low but rising Bank Rate (starting in quarter 1 of 2015), and gradual rises in medium and longer term fixed borrowing rates during 2013/14. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Continued uncertainty in the aftermath of the 2008 financial crisis promoted a cautious approach, whereby investments would continue to be dominated by low counterparty risk considerations, resulting in relatively low returns compared to borrowing rates.
- 5.2** In this scenario, the treasury strategy was to postpone borrowing to avoid the cost of holding higher levels of investments and to reduce counterparty risk.
- 5.3** The actual movement in gilt yields meant that PWLB rates were on a sharply rising trend during 2013 as markets anticipated the start of tapering of asset purchases by the Fed. This duly started in December 2013 and the US FOMC (the Fed.), adopted a future course of monthly reductions of \$10bn (from a starting position of \$85bn), meaning that asset purchases were likely to stop by the end of 2014. However, volatility set in during the first quarter of 2014 as fears around emerging markets, various vulnerabilities in the Chinese economy, the increasing danger for the Eurozone to drop into a deflationary spiral, and the situation in the Ukraine, caused rates to dip down, reflecting a flight to quality into UK gilts.
- 5.3** The economic position and PWLB and investment rates were as shown in Annex 4.

## **6. INVESTMENT OUTTURN FOR 2013/14**

- 6.1** The base rate remained at its historic low of 0.5% throughout the year; it has now remained unchanged for five years. Market expectations of the start of monetary tightening ended up almost unchanged at around the end of 2014 / start of 2015. The Funding for Lending Scheme resulted in deposit rates remaining depressed throughout the year although the part of the scheme supporting provision of credit for mortgages came to an end in the first quarter of 2014.
- 6.2** The expected investment strategy was to keep to shorter term deposits (up to 364 days) although the ability to invest out to longer periods was retained (although not used). Available cash balances were expected to be up to £30m, ranging between £15m and £35m. The budget was set at 0.92% or £332k after adjusting for the higher rates on existing investments. As it turned out, average balances of £23.1m returned £185k (0.80%). The lower than budgeted average cash balance was partly the result of continuing to internalise borrowing. The lower than budgeted return was due to worse than anticipated rates of return on investments, with rates continuing to fall throughout the year.

## **7. INVESTMENT SECURITY AND CREDIT QUALITY**

- 7.1** No institutions in which we had made investments had any difficulty in repaying investments and interest on time and in full during the year.
- 7.2** During 2013/14, credit ratings remained poor across the range of our usual counterparties. Since late 2008 it has been challenging to place deposits with appropriate counterparties. In December 2008, the Council's approval was obtained to extend flexibility with counterparties to deal with market changes; this included the ability to invest all our surplus funds with central government if necessary. The list was further widened in April 2010 to include nationalised and partly nationalised institutions and this list was clarified in March 2013 in relation to nationalised and part nationalised UK banks for the 2013/14 criteria. Previous decisions had extended flexibility for investing with local authorities.

- 7.3** The practical effect of these policies was as follows: during the year we continued to use no notice accounts with major high street institutions (Santander, HSBC, RBS and Bank of Scotland) for day to day cash flow.
- 7.4** The two fixed term investments (both with the Royal Bank of Scotland (RBS), each being £5.0m) at the start of the year, matured during the year (in May 2013 and November 2013). The investment that matured in May 2013 was at a rate of 1.68% and this was reinvested in full with RBS for a further 6 months at a rate of 0.95% and upon maturing in November 2013 it was reinvested in full with RBS for a further 3 months at a rate of 0.8% and again for another 3 months at 0.8% upon maturing in February 2014. The investment from the previous year that matured in November 2013 was at a rate of 1.58% and this was reinvested with RBS on a no notice basis; this was in order to maintain flexibility and minimise risk and given the continued low level interest rate. The decisions to invest with RBS were made primarily due to them being one of the few creditworthy institutions given their UK government backing.
- 7.5** During 2013/14 the credit rating issues with Santander continued and the suggested investment duration for Santander UK were at times below the minimum acceptable level. As previously reported investment, on a call basis only, continued with Santander UK on the basis of market analysis and advice from our treasury advisors. Santander's position strengthened through the year and the suggested investment durations from Capita increased to and stabilised at 100 days.

**Summary Portfolio Valuation  
As at 31 March 2014**

<b>FINANCIAL ASSETS</b>	<b>Nominal / Principal (£)</b>	<b>Fair Value (£)</b>
Cash (interest bearing accounts) (1)	4,190,538	4,240,429
Fixed Term Deposits (2)	5,005,042	5,012,467
 <b>FINANCIAL LIABILITIES</b>		
PWLB loan – Maturity	89,315,764	109,721,038
PWLB loan – Annuity	274,315	417,031
 <b>Counterparties</b>		
<b>(1)</b> Cash (interest bearing accounts)		
Santander	198	
Bank of Scotland	3,174	
HSBC	243,670	
RBS	<u>3,943,496</u>	
	4,190,538	
 <b>(2)</b> Fixed Term Deposits		
Royal Bank of Scotland	5,005,042	

Graddfeydd Credyd Gwrthbartion buddsoddi a'r adneuo a ddelir gyda phob un ar 31 Marwth 2014 \*  
Credit ratings of investment counterparties and deposits held with each as at 31 March 2014\*

Grŵp Bancio/ Banking Group	Sefydliad/ Institution	Adneuo / Deposit £'000	Hyd (Galw tymor sefydlog) / Duration (Call / Fixed Term**)	Cyfnod (O/I)/ Period (From - To)	Graddfa Dychweliad/ Rate of Return %	Graddfa Tymor Hir Fitch Long Term Rating ****	Graddfa Tymor Byr Fitch Short Term Rating ****	Graddfa Tymor Hir Moody's Long Term Rating ****	Graddfa Tymor Byr Moody's Short Term Rating ****	Graddfa Tymor Hir Standard & Poor's (S&P) Long Term Rating ****	Graddfa Tymor Byr Standard & Poor's (S&P) Short Term Rating ****	Lliw Sector/Hyd Awgrymiedig/ Sector Colour / Suggested Duration
Lloyds Banking Group plc	Bank of Scotland plc	3	Galw/ Call	n/a	0.40	A	F1	A2	P-1	A	A-1	Glas - 12 mis/ Blue - 12 months
HSBC Holdings plc	HSBC Bank plc	244	Galw/ Call	n/a	0.25	AA-	F1+	Aa3	P-1	AA-	A-1+	Oren – 12 mis / Orange – 12months
Santander Group plc****	Santander UK plc	-	Galw/ Call	n/a	0.40	A	F1	A2	P-1	A	A-1	Gwyrdd – 100 diwrnod/ Green - 100 days
The Royal Bank of Scotland Group plc	The Royal Bank of Scotland plc	3,943	Galw/ Call	n/a	0.60	A	F1	Baa1	P-2	A-	A-2	Glas - 12 mis / Blue - 12 months
The Royal Bank of Scotland Group plc	The Royal Bank of Scotland plc	5,005	Tymor Sefydlog/ Fixed Term (3 mis/months)	Chwefror /February 2014 - Mai/ May 2014	0.80	A	F1	Baa1	P-2	A-	A-2	Glas – 12 mis / Blue - 12 months

\* Ceir y Rhestr Benthycy Cymeradwyedig yn Atodiad 5 o'r Datganiad Strategaeth Rheoli Trysorlys 2013/14/Strategaeth Buddsoddi Blynnyddol / The Approved Lending List can be found at Annex 5 of the 2013/14 Treasury Management Strategy Statement / Annual Investment Strategy

\*\* Sef tymor ar pwynt y buddsoddi/Being term at the point of investment.

\*\*\* The long term credit rating of RBS was downgraded in March 2014. Given the part nationalised status of this institution the credit rating of the bank are not the determinant of whether to invest.

\*\*\*\* Yn Atodiad 3 ceir y graddfeydd credyd cyfatebol ar gyfer y 3 asiantaeth graddio y cyfeirir atynt uchod./The equivalent credit ratings for the 3 rating agencies referred to above can be found at Annex 3.

## Graddfeydd Credyd Cyfatebol/

## Equivalent Credit Ratings (Fitch, Moodys, S&amp;P)

<b>Tymor Hir Fitch Long Term</b>	<b>Tymor Hir Moodys Long Term</b>	<b>Tymor Hir S&amp;P Long Term</b>
AAA	Aaa	AAA
AA+	Aa1	AA+
AA	Aa2	AA
AA-	Aa3	AA-
A+	A1	A+
A	A2	A
A-	A3	A-
BBB+	Baa1	BBB+
BBB	Baa2	BBB
BBB-	Baa3	BBB-
<b>Tymor Byr Fitch Short Term</b>	<b>Tymor Byr Moodys Short Term</b>	<b>Tymor Byr S&amp;P Short Term</b>
F1+	d/b / n/a	A-1+
F1	P-1	A-1
F2	P-2	A-2
F3	P-3	A-3

## THE ECONOMY AND INTEREST RATES

The original expectation for 2013/14 was that Bank Rate would not rise during the year and for it only to start gently rising from quarter 1 2015. This forecast rise has now been pushed back to a start in quarter 3 2015. Economic growth (GDP) in the UK was virtually flat during 2012/13 but surged strongly during the year. Consequently there was no additional quantitative easing during 2013/14 and Bank Rate ended the year unchanged at 0.5% for the fifth successive year. While CPI inflation had remained stubbornly high and substantially above the 2% target during 2012, by January 2014 it had, at last, fallen below the target rate to 1.9% and then fell further to 1.7% in February. It is also expected to remain slightly below the target rate for most of the two years ahead.

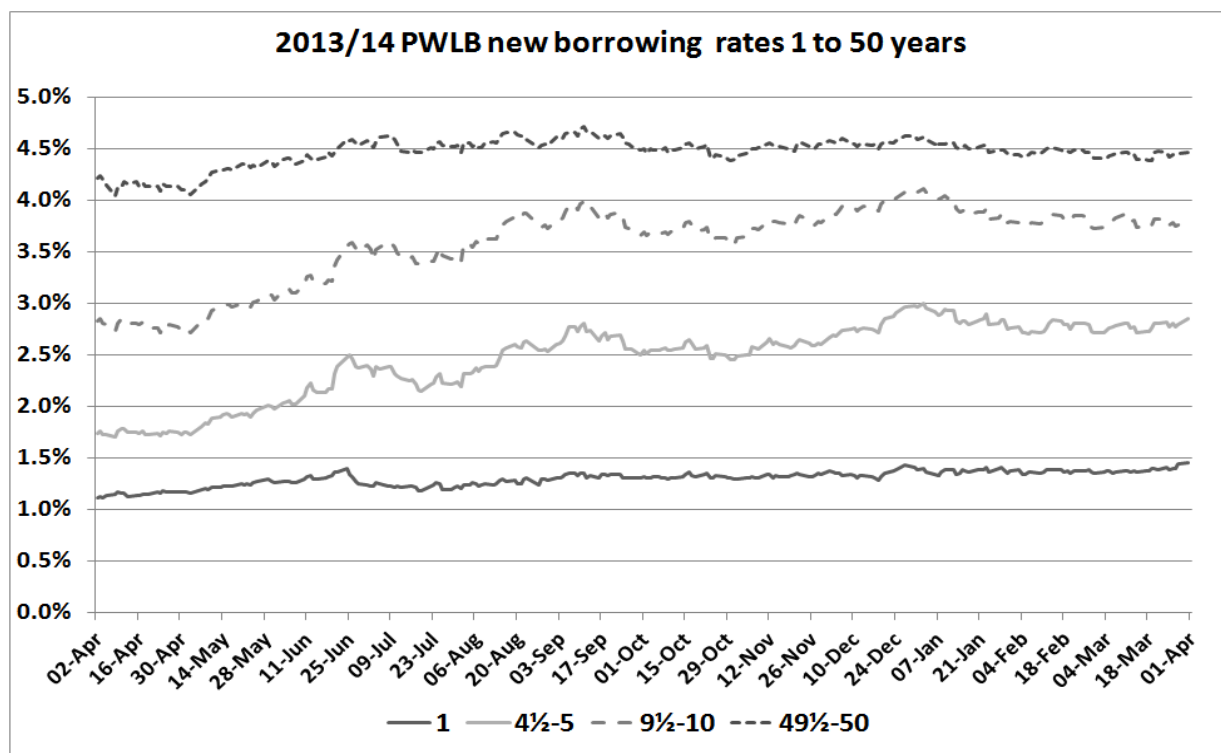
Gilt yields were on a sharply rising trend during 2013 but volatility returned in the first quarter of 2014 as various fears sparked a flight to quality (see paragraph 4.) The Funding for Lending Scheme, announced in July 2012, resulted in a flood of cheap credit being made available to banks which then resulted in money market investment rates falling drastically in the second half of that year and continuing into 2013/14. That part of the Scheme which supported the provision of credit for mortgages was terminated in the first quarter of 2014 as concerns rose over resurging house prices.

The UK coalition Government maintained its tight fiscal policy stance but recent strong economic growth has led to a cumulative, (in the Autumn Statement and the March Budget), reduction in the forecasts for total borrowing, of £97bn over the next five years, culminating in a £5bn surplus in 2018-19.

The EU sovereign debt crisis subsided during the year and confidence in the ability of the Eurozone to remain intact increased substantially. Perceptions of counterparty risk improved after the ECB statement in July 2012 that it would do “whatever it takes” to support struggling Eurozone countries; this led to a return of confidence in its banking system which has continued into 2013/14 and led to a move away from only very short term investing. However, this is not to say that the problems of the Eurozone, or its banks, have ended as the zone faces the likelihood of weak growth over the next few years at a time when the total size of government debt for some nations is likely to continue rising. Upcoming stress tests of Eurozone banks could also reveal some areas of concern.

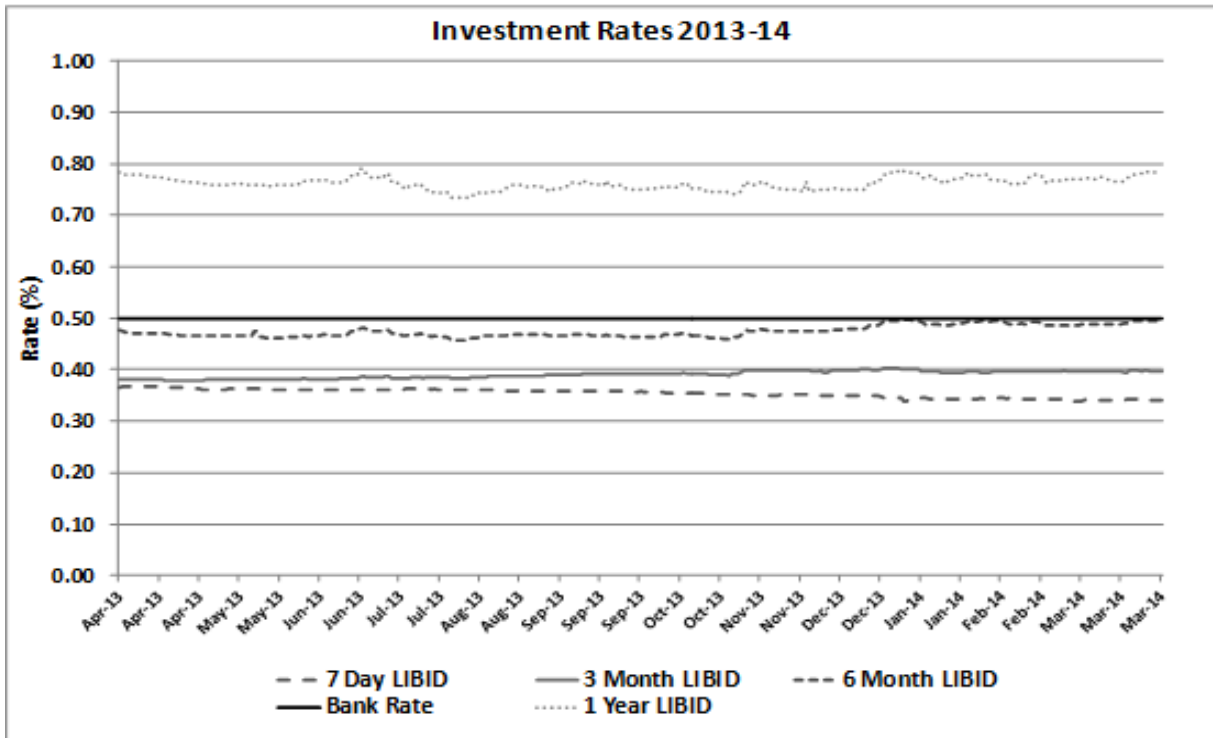


**Chart 1: Borrowing Rates 2013-14**



PWLB borrowing rates 2013/14 for 1 to 50 years									
	1	1-15	2 5-3	3 5-4	4 5-5	9 5-10	24 5-25	49 5-50	1m onth variable
2/4 /13	1.120%	1.150%	1.350%	1.530%	1.750%	2.840%	4.080%	4.230%	1.470%
31/3/14	1.300%	1.420%	1.870%	2.190%	2.500%	3.660%	4.450%	4.480%	1.470%
High	1.450%	1.630%	2.230%	2.620%	2.970%	4.100%	4.670%	4.700%	1.480%
Low	1.110%	1.120%	1.250%	1.410%	1.610%	2.580%	3.780%	4.070%	1.450%
Average	1.305%	1.421%	1.853%	2.164%	2.469%	3.584%	4.427%	4.467%	1.466%
Spread	0.340%	0.510%	0.980%	1.210%	1.360%	1.520%	0.890%	0.630%	0.030%
High date	31/3/14	31/3/14	27/12/13	27/12/13	27/12/13	2/1/14	10/9/13	10/9/13	9/4/13
Low date	5/4/13	15/4/13	15/4/13	15/4/13	15/4/13	19/4/13	19/4/13	3/5/13	10/5/13

**Chart 2: Investment Rates 2013-14**





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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive and Council</b>
<b>Date:</b>	<b>EXECUTIVE 8<sup>TH</sup> SEPTEMBER 2014 COUNCIL 9<sup>TH</sup> OCTOBER 2014</b>
<b>Subject:</b>	<b>Council Procedure Rules and Appointment of the Chair of the Democratic Services Committee</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball – Head of Function (Council Business)/Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Awena Walkden – Solicitor (Corporate Governance)</b> <b>Ext. 2563</b> <a href="mailto:apxce@anglesey.gov.uk">apxce@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>N/A</b>

<b>A –Recommendation/s and reason/s</b>
<p><b>RECOMMENDATIONS</b></p> <p>The Executive recommends to full Council that Council approve the changes to the Constitution outlined in “Appendix 1” hereto.</p> <p><b>REASONS</b></p> <ol style="list-style-type: none"> <li>1. In the Commissioners’ changes to the Council Procedure Rules, the description of the annual meeting focuses on the meeting held in an election year, and disregards some of the issues which apply equally in non-election years.</li> <li>2. This emphasis causes confusion in the interpretation of the Council Procedure Rules and would benefit from clarification.</li> <li>3. During this year’s Annual Meeting, in relation to the election of the Chair of the Democratic Services Committee, issues arose in connection with the need for a secret ballot, despite the fact there was just one candidate. The secret ballot is not a statutory requirement and was an innovation of the Commissioners, introduced because, at the time, there was concern about undue influence tainting the appointment.</li> </ol> <p>The election of the Chair of the Democratic Services Committee must remain a Council function, but does not require a secret ballot. We recommend that the need for a secret ballot be removed.</p> <ol style="list-style-type: none"> <li>4. Additionally, the Constitutional requirements for the Council and the Executive to review every 12 months, the list of outside bodies to which appointments are made, has not been documented within the Constitution. Accordingly, this has now been introduced as</li> </ol>

a standard item to be dealt with in the annual meeting of the Council to ensure that it happens automatically as set out in section 5.8.4.2 of the Constitution.

**FINANCIAL IMPLICATIONS**

There are no financial implications to this Report.

**B – What other options did you consider and why did you reject them and/or opt for this option?**

The status quo, while not detrimental, is considered undesirable for the reasons described above.

**C – Why is this a decision for the Executive?**

Because the implementation of the recommendations will result in constitutional changes which can only be approved by the full Council after consideration by the Executive.

**CH – Is this decision consistent with policy approved by the full Council?**

Yes.

**D – Is this decision within the budget approved by the Council?**

Yes.

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	n/a
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	Joint author of Report so comments are included.
4	<b>Human Resources (HR)</b>	n/a
5	<b>Property</b>	n/a
6	<b>Information Communication Technology (ICT)</b>	n/a
7	<b>Scrutiny</b>	n/a
8	<b>Local Members</b>	n/a
9	<b>Any external bodies / other/s</b>	n/a

**E – Risks and any mitigation (if relevant)**

1	<b>Economic</b>	
2	<b>Anti-poverty</b>	
3	<b>Crime and Disorder</b>	

4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

<b>F - Appendices:</b>
Amended Constitution.

<b>FF - Background papers (please contact the author of the Report for any further information):</b>
None

3.4.12.2.4 The Leader of the Council's Executive may not be a committee member.

### **3.4.12.3 Chairing the Committee**

3.4.12.3.1 The Chair will be appointed by the full Council [in accordance with rule of procedure 4.1.1.2.12](#),

3.4.12.3.2 The Chair must not be a member of a group represented on the Executive (save in authorities where all political groups were represented on the Authority's Executive in which case the Chair may not be a member of the Executive).

3.4.12.3.3 The Vice-chair will be elected by the Committee at its first meeting after the Council's Annual Meeting.

3.4.12.3.4 The chairs of any sub-committees will be appointed by the Committee.

### **3.4.12.4 Proceedings etc.**

Provisions governing the proceedings of the Democratic Services Committees, include:

3.4.12.4.1 That the Committee (and a sub-committee) may call witnesses (who will be under a duty to attend if they are members or officers of the authority, but a witness of any description will not be obliged to answer any question which they would be entitled to refuse to answer in, or in connection with, court proceedings in England and Wales);

3.4.12.4.2 That committee (and sub-committee) meetings, papers and minutes will be subject to the requirements regarding access, publication and inspection as are set out in Part VA of the 1972 Act.

3.4.12.4.3 In accordance with legislation the Committee will designate an Officer of the Council to be the Head of Democratic Services, which excludes the Head of Paid Service, Chief Executive, Monitoring Officer and Section 151 Officer.

### **3.4.12.5 Reports and recommendations by Democratic Services Committees**

3.4.12.5.1 If a Democratic Services Committee prepares any report or makes recommendations about the provision of staff, accommodation and other resources provided by the local authority for the discharge of democratic service functions, a copy must be sent to each member of the authority who is not a member of the committee, as soon as practicable. A meeting of the full council must be held to consider such reports or recommendations within three months of their being sent to authority members.

**Deleted:** at its second (adjourned) meeting of the Annual Meeting after the Leader has announced the Executive Members (and if necessary at other meetings) by secret ballot, and the Rule of Procedure 4.1.18.5 "Recorded Vote" will be suspended for this purpose



- 4.1.1 Annual Meeting of the Council
- 4.1.2 Ordinary Meetings
- 4.1.3 Extraordinary Meetings
- 4.1.4 Appointment of substitute Members of Committees and Subcommittees
- 4.1.5 Time and place of Meetings
- 4.1.6 Notice of and summons to Meetings
- 4.1.7 Chairing of Meeting
- 4.1.8 Attendance by Members
- 4.1.9 Quorum
- 4.1.10 Duration of Meeting
- 4.1.11 Presentation of Petitions
- 4.1.12 Questions by Members
- 4.1.13 Motions on notice
- 4.1.14 Motions without notice
- 4.1.15 Rules of debate
- 4.1.16 The Anglesey Leader's Annual Report
- 4.1.17 Previous decisions and motions
- 4.1.18 Voting
- 4.1.19 Minutes
- 4.1.20 Papers and Advice
- 4.1.21 Record of attendance
- 4.1.22 Exclusion of public
- 4.1.23 Failure to attend Meetings
- 4.1.24 Members' conduct
- 4.1.25 Disturbance by public
- 4.1.26 Canvassing
- 4.1.27 Suspension and amendment of Council Procedure Rules
- 4.1.28 Application to Committees and Subcommittees

**4.1.1 Annual Meeting of the Council**

4.1.1.1 timing and business of the Annual Meeting

4.1.1.1.1 In a year when there is an ordinary election of Councillors ["Election Year"], the Annual Meeting will take place within 21 days of the retirement of the outgoing Councillors. In any other year, the Annual Meeting will take place in March, April or May. ["Ordinary Year"]

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4.1.1.1.2 In an Election Year only, , there will be two meetings of the first Annual Meeting. The first will take place not less than 10 working days (and no more than 14 working days) after the elections and the second (adjourned Annual Meeting), will take place 5 working days after the first meeting. The first meeting will deal with all matters listed in 4.1.1.2.1 to 4.1.1.2.6, and the adjourned meeting will deal with the matters listed in 4.1.1.2.7 to 4.1.1.2.12. In any Ordinary Year, the Annual Meeting will deal with all matters listed in 4.1.1.2.1 to 4.1.1.2.12 unless otherwise stated.

**Deleted:** Normally

**Deleted:** after the ordinary Local Government Elections

**Deleted:** .

**4.1.1.2 the Annual Meeting will:**

4.1.1.2.1 elect a person to preside if the Chairperson of Council is not present;

4.1.1.2.2 elect the Chairperson of Council, such person to continue in office until the election of the Chairperson at the next Annual Meeting unless he/she resigns, **(NB the Chairperson may be eligible for re-election);**

**Deleted:** 4.1.1.1.3 The first meeting will deal with all matters listed in 4.1.1.2.1 to 4.1.1.2.6 inclusive.¶  
4.1.1.1.4 The second meeting (adjourned Annual Meeting) will deal with matters listed in 4.1.1.2.7 to 4.1.1.2.12 inclusive.¶

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4.1.1.2.3 elect the Vice-Chairperson of Council, such person to continue in office until the election of the Vice-Chairperson at the next Annual Meeting unless he/she resigns, (NB the Vice-Chairperson may be eligible for re-election);

4.1.1.2.4 approve the minutes of the last Meeting;

4.1.1.2.5 receive any announcements from the Chairperson and/or Head of the Paid Service;

4.1.1.2.6 In an Election Year only, elect the Leader (subject to Article 7 and in particular 2.7.3); after the election of the Leader, be told by the Leader the name of the Deputy Leader he/she has chosen;

**Deleted:** and

4.1.1.2.7 be told by the Leader the names of the Councillors he/she has chosen/confirmed to be members at the Executive, or be advised of any changes to the Executive members,

**Deleted:** .

4.1.2.7 (i) receive and confirm the list of non-Executive appointments made to outside bodies in accordance with section 5.8.4.2 of the Constitution.

**Deleted:** 4.1.1.2.7 be told by the Leader, at the second (adjourned Annual Meeting), of the names of Councillors he/she has chosen to be members of the Executive;¶

4.1.1.2.8 appoint or confirm the reappointment of Scrutiny Committees, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions (as set out in Part 3 of this Constitution);

**Deleted:** 4.1.2.7 (i) receive the list of appointments confirmed/made to outside bodies in accordance with section 5.8.4.2 of the Constitution. ¶

4.1.1.2.9 agree such part of the Scheme of Delegation as the Constitution determines it is for the Council to agree (as set out in Part 3.2 of this Constitution);

4.1.1.2.10 approve a programme of Ordinary Meetings of the Council for the year; and

4.1.1.2.11 consider any business set out in the notice convening the Meeting.

4.1.1.2.12 after the Leader has told the Council the names of the Councillors he/she has chosen/confirmed to be members of the Executive, elect the Chair of the Democratic Services Committee, subject to paragraph 3.4.12.3 of the Council's Constitution.

**Deleted:** appoint

**Deleted:** .

**Deleted:** in accordance with

**Deleted:** paragraph 3.4.12.3 of the Council's Constitution.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>19 May 2014</b>
<b>Subject:</b>	<b>Changes to the Constitution – The Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business and Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Interim Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable.</b>

<b>A –Recommendation/s and reason/s</b>
<p>The Forward Work Programme (FWP) enables Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months.</p> <p>The FWP originally covered a period of four months and was updated quarterly. To strengthen forward planning arrangements, it was decided that it should cover a longer period than the original four-months on which it was based (<i>ie</i> eight months).</p> <p>Additionally, as the FWP is a flexible document, it is now submitted as a standing monthly item to the Executive and then published monthly on the Council’s website.</p> <p>Against this background, the support of the Executive and the approval of the full Council is sought to update the Council’s Constitution to reflect the enhanced current arrangements, rather than the dated requirements still reflected in the Constitution.</p> <p>The Executive is therefore requested to recommend to Council that:</p> <p>the proposed amendments to part 4.2.12 of the Constitution, as detailed in the appendix to this report, be approved, and</p> <p>the Monitoring Officer be authorised to update the Constitution accordingly.</p>

**B – What other options did you consider and why did you reject them and/or opt for this option?**

None as the proposed changes only update the Constitution to reflect the current practice at the Council in respect of the FWP.

**C – Why is this a decision for the Executive?**

Changes to the Constitution require the approval of full Council but the Executive is entitled to express its view first.

**D – Is this decision consistent with policy approved by the full Council?**

Yes.

**DD – Is this decision within the budget approved by the Council?**

Not applicable.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	Report agreed with the Monitoring Officer.
5	<b>Human Resources (HR)</b>	
6	<b>Property</b>	
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	
10	<b>Any external bodies / other/s</b>	

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

<b>FF - Appendices:</b>
Appendix 1 – the recommended changes to the Council’s Constitution with regard to the FWP.

<b>G - Background papers (please contact the author of the Report for any further information):</b>
The Council’s Constitution

## 4.2.12 The Forward Work Programme

### 4.2.12.1 Period of forward work programme

The forward work programme will be prepared by the Chief Executive to cover a period of **eight** ~~four months~~ **and will be updated monthly.** ~~It will be updated quarterly.~~

### 4.2.12.2 Contents of forward work programme

The forward work programme will contain matters which the Executive, Scrutiny Committees and full Council are likely to consider. It will contain information on:

4.2.12.2.1 the timetable for considering the budget and any plans forming part of the policy framework and requiring council approval, and which body is to consider them;

4.2.12.2.2 the timetable for considering any plans which are the responsibility of the Executive;

4.2.12.2.3 any individual matters on which the Executive intends to consult in advance of taking a decision, and the timetable for consultation and decision;

4.2.12.2.4 the work programme of the Scrutiny Committees, to the extent that it is known.

### 4.2.12.3 Publicity for forward work programme

**Updates to** the forward work programme will be published **on the Council's website on a monthly basis.** ~~at least 14 days before the start of the period covered. The Chief Executive will publish once a year a notice in at least one newspaper circulating in the area, stating that a forward work programme will be published and giving the publication dates for that year.~~

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive and Council</b>
<b>Date:</b>	<b>Executive 14 July 2014 Council 9 October 2014</b>
<b>Subject:</b>	<b>Family Absence Regulations</b>
<b>Portfolio Holder(s):</b>	<b>Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball – Head of Function (Council Business)/Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Awena Parry – Solicitor (Corporate Governance)</b> <b>Ext. 2563</b> <b>apxce@anglesey.gov.uk</b>
<b>Local Members:</b>	<b>N/A</b>

**A –Recommendation/s and reason/s**

**RECOMMENDATION**

The Executive recommends to Council that:

- (i) Council approve the changes to the Council’s Constitution, as detailed in Appendix 1 to this Report;
- (ii) Democratic Services Sub-Committee be established for the purpose of hearing Appeals under the Measure;
- (iii) When a Member is taking family absence under the Regulations, and is paid a senior salary, this senior salary shall be discontinued during any period of family absence which exceeds two weeks. Members will still be eligible to retain the basic allowance. A substitute may be appointed to cover for the member on family absence provided that the period of absence lasts for longer than two weeks, and that substitute shall be entitled to receive a senior salary where appropriate.
- (iv) The Chief Executive shall have delegated authority from Council to cancel or end a period of family absence which is not covered by the Regulations.

**REASONS**

Part 2 of the Local Government (Wales) Measure 2011 (“the Measure”) introduces a new entitlement to a period of family absence for Members of local authorities which is subject to Members’ satisfying the conditions prescribed in the newly published Regulations.

**ISSUES**

There are five types of family absence to which a Member may be entitled under the Measure, provided they comply with the Regulations. These are:

CC-016693/212120

- (i) **Maternity absence** – (maximum 26 weeks);
- (ii) **New-born absence** – (maximum two weeks);
- (iii) **Adopter’s absence** – (maximum 2 weeks);
- (iv) **New adoption absence** – (maximum 2 weeks); and
- (v) **Parental absence** – (maximum 3 months).

Full definitions for each type of family absence are contained in Appendix 2.

- The Regulations set out the following provisions:-

- (i) The Member must give written notice to the Head of Democratic Services (“HDS”) of his/her intention to take family absence and the intended start and end dates;
- (ii) The HDS must keep a record of all notifications and periods of family absence;
- (iii) If the HDS informs the Council that he/she has reasonable grounds to suspect that a Member may not be entitled to the family absence notified, the Council may cancel or end the family absence, or delegate the authority to do this to the Chief Executive or another suitable Officer;
- (iv) The option for a Member to continue to attend particular meetings or perform particular duties during a period of maternity or parental absence, subject to permission from the Chair of Council;
- (v) A requirement for provisions to be included in the standing orders regarding the extent of any duties which Members may still be permitted to perform during a period of family absence;
- (vi) A requirement for the Council to appoint a Panel comprising of three Members (which cannot include the Chair of Council) to hear and determine appeals from Members;
- (vii) The right for a Member to appeal to the Panel against a decision of the Council (or an Officer with delegated authority) that the Member is not entitled to family absence following a referral from the HDS; and or against a refusal by the Chair of Council to grant permission for the Member to continue to attend particular meetings or perform particular duties whilst on family absence.

### **FINANCIAL IMPLICATIONS**

- A supplementary report has been issued by the Independent Remuneration Panel for Wales which includes the following relevant decisions:-
  - (i) A Member is entitled to retain a basic salary when taking family absence under the Regulations, irrespective of the attendance record prior to the commencement of the absence;
  - (ii) When a senior salary holder is eligible for family absence, he/she will be able to continue to receive the senior salary for the duration of the absence if the Council so decides;
  - (iii) Any Member substituting for a senior salary holder taking family absence will be eligible for a senior salary;



- (iv) If the paid substitution results in the Council exceeding the maximum number of permitted senior salaries, an addition to the maximum will not be allowed for the duration of the substitution without first obtaining the consent of the Minister; and
- (v) When a Council agrees a substitution for family absence, the Panel must be informed within 14 days of the date of the decision of the details, including the particular post and the duration of any substitution.

**B – What other options did you consider and why did you reject them and/or opt for this option?**

The implementation of the Regulations is compulsory, however, some elements of how it is implemented are optional. That is, the recommendations in A above. The alternatives are:-

- (ii) A sub-committee of the Council
- (iv) Any decision to rescind is not delegated and is taken by full Council

Both are thought too cumbersome and bureaucratic.

**C – Why is this a decision for the Executive?**

As the implementation of the Regulations will result in constitutional changes which can only be approved by the full Council after consideration by the Executive.

**CH – Is this decision consistent with policy approved by the full Council?**

Yes.

**D – Is this decision within the budget approved by the Council?**

Yes.

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	Joint author of Report so comments are included here.

4	<b>Human Resources (HR)</b>	n/a
5	<b>Property</b>	n/a
6	<b>Information Communication Technology (ICT)</b>	n/a
7	<b>Scrutiny</b>	n/a
8	<b>Local Members</b>	n/a
9	<b>Any external bodies / other/s</b>	The Democratic Services Committee were consulted and had no comments to add and noted the recommendations

<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>	An equality impact assessment has been done and these recommendations are compliant with the provisions of the Equality Act 2010.
6	<b>Outcome Agreements</b>	
7	<b>Other</b>	

<b>F - Appendices:</b>
(1) Amended parts of constitution; (2) Definitions and overview of allocation of functions.

<b>FF - Background papers (please contact the author of the Report for any further information):</b>
<ol style="list-style-type: none"> <li>1. The Family Absence for members of Local Authorities (Wales) Regulations 2013. <a href="http://wales.gov.uk/docs/dsjlg/consultation/130322familyabsenceregsannex1en.pdf">http://wales.gov.uk/docs/dsjlg/consultation/130322familyabsenceregsannex1en.pdf</a></li> <li>2. Draft Supplementary Report – Family Absence <a href="http://wales.gov.uk/irpwsb/home/publication/201415/draft-supp-report-family-absence/?lang=cy">http://wales.gov.uk/irpwsb/home/publication/201415/draft-supp-report-family-absence/?lang=cy</a></li> <li>3. Statutory Draft Guidance made under Section 30 of the Local Government (Wales) Measure 2011. <a href="http://wales.gov.uk/docs/dsjlg/consultation/130322familyabsenceguideannex2en.pdf">http://wales.gov.uk/docs/dsjlg/consultation/130322familyabsenceguideannex2en.pdf</a></li> </ol>

## 2.5 Article 5 – Chairing The Council

2.5.1.2.7 to carry out duties as required under the Family Absence for Members of Local Authorities (Wales) Regulations 2013

### 3.4.12 Democratic Services Committee

3.4.12.5 Reports and recommendations by Democratic Services Committees

#### 3.4.12.8 Family Absence Appeals Panel (Sub-Committee of the Democratic Services Committee)

3.4.12.8.1 There is a requirement for all Local Authorities to appoint a Committee-Panel of the Council to hear appeals arising from the Family Absence for Members of Local Authorities (Wales) Regulations 2013 (“the Regulations”).

##### 3.4.12.8.2 Membership

3.4.12.8.2.1 The Sub-committeePanel will consist of three Members of the Democratic Services Committee (must not include the Chair of the Council) and in establishing any Panel the Council will endeavour to achieve political balance.

##### 3.4.12.8.3 Duties

3.4.13.3.1 to hear appeals from Members against a decision to withdraw entitlement to family absence.

3.4.13.3.2 to settle disputes, where a Member, who is on family absence leave would like to attend a particular meeting/s, or perform a particular duty or type of duty and the Chair of the Council has refused the request.

### 3.5.3.16 Head of Democratic Services – (HDS)

3.5.3.16.11 to carry out duties as required under the Family Absence for Members of Local Authorities (Wales) Regulations 2013

#### ~~4.1.98 Attendance by County Councillors at Meetings of Bodies in respect of which they are not Members Quorum~~

If a Member is on family absence leave, and it would be difficult to replace that Member on a temporary basis, the Chair of the Council may request that Member to attend a meeting if it might otherwise be inquorate. The Member is not compelled to attend.

#### **4.1.29 Family Absence for Members**

4.1.29.1 A Member on maternity absence or parental absence may, subject to paragraphs 4.1.29.2 and 4.1.29.6 below:

- Attend particular meetings;
- Attend particular descriptions of meetings;
- Perform particular duties; or
- Perform duties of a particular description,

4.1.29.2 If permission is granted by the Chair of the Council attendance may be appropriate upon the following events / circumstances (non-exhaustive):

- Where the Member has a known particular interest or area of expertise in a matter of business / item on the agenda, or
- Where urgent business affecting their local area is considered; or
- Where the meeting might otherwise be inquorate.

4.1.29.3 The Member must obtain the permission of the Chair of the Council before attending any meeting or performing any duty.

4.1.29.4 The Chair of the Council must inform the Leaders of each Political Group on the Council before granting permission under paragraph 4.1.29.2 above.

4.1.29.5 A Member may complain in writing to the Head of Democratic Services regarding a refusal under paragraph 4.1.29.2 above.

4.1.29.6 The Head of Democratic Services must refer a complaint under paragraph 4.1.29.5 above to the Chair of the Council.

4.1.29.7 A Panel constituted in accordance with The Family Absence for Members of Local Authorities (Wales) Regulations 2013 must determine a complaint made under paragraph 4.1.29.5 above.

4.1.29.8 The Panel may:

- Confirm the decision of the Chair of the Council; or
- Substitute the decision at of the eChair of the Council for its own decision.

**Definitions for Family Absence**

<b><u>Type of Absence</u></b>	<b><u>Definition</u></b>
<b>Maternity Absence period</b>	A period of absence following the Member giving birth.
<b>Newborn Absence (Paternity Leave) period</b>	Absence granted to the “parent” of a child other than the mother. (i.e. father, husband, partner).
<b>Adopter’s Absence period</b>	A period of absence which starts at the physical date of the placement of the child with the Member for adoption. (Adoption Leave) and will be due to the child’s adopter.
<b>New Adoption Absence period</b>	A Member who has a “relationship” with another person who is adopting a child may take up to two weeks new adoption absence (i.e. married to or partner of child’s adopter). If a Member jointly adopts a child with another Member, one Member may elect to be the child’s adopter and would be entitled to adopter’s absence, and the other would be entitled to a period of new adoption absence.
<b>Parental Absence period</b>	A period of absence allowed to assist a Member to care for a child who was previously someone else’s responsibility.

**Functions of relevant parties**

<b><u>Officer</u></b>	<b><u>Function</u></b>
Head of Democratic Services (HDS)	<ul style="list-style-type: none"> <li>• To receive notifications of family absence, to include notification of intention to take absence, and notification of start and end date.</li> <li>• To keep a record of all notifications and inform the Chair of the Council, the Chair of the DSC and the Leader of each Political Group of any notification received.</li> <li>• Inform the Council if they do not think the Member is entitled to a period of family absence.</li> <li>• Write to the Member to set out any decision by the Council to cancel the period of absence before it begins or while it is ongoing.</li> <li>• Receive appeals from Members on a decision not to allow absence (the</li> </ul>

	<p>appeal is then passed to the Chair of the Council).</p>
<p><b>Chair of Council</b></p>	<ul style="list-style-type: none"> <li>• Receive notice of appeal against decision to rescind family absence and to refer the hearing of the appeal to the Family Absence Appeal Panel.</li> <li>• Decide which functions a Member may continue to perform during a period of family absence at their request (upon consultation with the Leaders of the Political Groups).</li> <li>• To request voluntary attendance for the purpose of a quorum.</li> </ul>
<p><b>Family Absence Appeal Panel (Sub-Committee of DSC)</b></p>	<ul style="list-style-type: none"> <li>• Hear appeals against decisions to rescind family absence.</li> <li>• Hear appeals if there is a disagreement on what duties a Member shall be allowed to continue during the period of absence.</li> </ul>
<p><b>Full Council (But recommending delegation to the Chief Executive or any Officer acting with his/her authority)</b></p>	<ul style="list-style-type: none"> <li>• Council may cancel a Member's period of absence before it begins or bring a period of family absence to an end.</li> <li>• If a local member fails to return from absence, to withhold the Member's remuneration, subject to decision of Council.</li> <li>•</li> </ul>
<p><b>Leaders of Political Groups</b></p>	<ul style="list-style-type: none"> <li>• Entitled to be notified of family absence.</li> <li>• Consultees on decisions relating to the functions that a Member may continue to perform during absence.</li> </ul>

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	Executive and Council
<b>Date:</b>	Executive 14 July 2014 Council 9 October 2014
<b>Subject:</b>	Remote Attendance
<b>Portfolio Holder(s):</b>	Alwyn Rowlands
<b>Head of Service:</b>	Lynn Ball Head of Function (Council Business) / Monitoring Officer
<b>Report Author:</b> Tel: E-mail:	Awena Parry Solicitor (Corporate Governance) 01248 752563
<b>Local Members:</b>	N/A

<b>A –Recommendation/s and reason/s</b>
<p><b><u>RECOMMENDATIONS:</u></b></p> <p>For the Council to :</p> <ol style="list-style-type: none"> <li>1. Note the Report and the discretion provided in Section 4 of the Local Government (Wales) Measure 2011;</li> <li>2. To reject the use of remote attendance at this stage <u>or</u> to instruct officers to investigate the ICT, staffing and cost implications of implementing remote attendance.</li> </ol> <p><b><u>REASONS:</u></b></p> <p>Section 4 of the Local Government (Wales) Measure 2011, and the Remote Attendance Guidance (which has just come into force) enables some elected members of a local authority to attend meetings “remotely”. That is, to attend by an audio visual link, rather than in person. This discretion is not limited to meetings of the full Council.</p> <p>However, implementation means compliance with a number of technical requirements in the Measure. So, a member who is attending by audio visual link must be able to see and hear those speaking in the meeting, and also to be seen and heard by those in the meeting, as well as being seen and heard by any other member who is also attending by audio visual link. Members attending by audio visual link must also be able to see and hear any member of the public who has a right to speak in the meeting so, for example, at the Planning and Orders Committee, or where the public are invited to speak at a Scrutiny Committee.</p> <p>Members will appreciate that the requirements are more complex than the webcasting pilot, which has now commenced, and that there may be significant technical challenges, as well as additional direct and indirect costs connected to the adoption of remote attendance.</p> <p>Concerns over the technical aspects of implementation include:</p>

- the risk of technology failing part way through a transmission thereby causing interference and interruption to the meeting;
- bandwidth limitations;
- failure by a member to be able to participate in a debate as a result of technical difficulties, affecting the validity of decisions taken in the meeting, especially where the voting is close;
- privacy issues (at the remote location) where the item under discussion is exempt (i.e. press and public have been excluded under the Access to Information Regulations).

There are also likely to be staffing implications, as a member of ICT staff may be required to attend at the remote location with the member using the audio visual link, to ensure that the technology is working correctly, and that members are adequately supported. There would be a need to provide training for officers and any members who may wish to use remote attendance; both to familiarise them with the legal aspects but mainly to cover the practical and technical issues involved.

There is also a need to recognise equality as between the Welsh and English languages, so there may be a requirement for advanced translation facilities; and even potentially to have a translator present at a remote attendance site. As part of any decision to implement, the Council would have to decide on a maximum number of members who would be permitted to attend remotely at any given meeting, and to identify the meetings at which remote attendance would be permitted.

As remote attendance is discretionary, members are asked to consider the recommendations above and to instruct officers on how to proceed.

**B – What other options did you consider and why did you reject them and/or opt for this option?**

Both options – to reject the current exercise of this discretion, or to explore it in detail and report back to the Executive/Council, are included within this report.

**C – Why is this a decision for the Executive?**

It is not an Executive decision.

Implementation would require, among other things, changes to the Council Procedure Rules, and therefore ultimately it is a decision for the Council. However, in the case of constitutional change, the Executive is provided with an opportunity to express its view by way of a recommendation to the Council.

**CH – Is this decision consistent with policy approved by the full Council?**

Yes



<b>D – Is this decision within the budget approved by the Council?</b>
Possibly not, but subject to a comprehensive costing.

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<b>4</b>	<b>Human Resources (HR)</b>	There are capacity issues in relation to ICT and Translation services which could impact on existing service provision and/or entail additional costs through purchase of additional capacity
<b>5</b>	<b>Property</b>	
<b>6</b>	<b>Information Communication Technology (ICT)</b>	
<b>7</b>	<b>Scrutiny</b>	
<b>8</b>	<b>Local Members</b>	
<b>9</b>	<b>Any external bodies / other/s</b>	The Democratic Services Committee have been consulted and recommend that Remote Attendance should be rejected in view of the technical concerns and potential resource implications detailed in the Report

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

<b>F - Appendices:</b>

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

1. Section 4 of the Local Government (Wales) Measure 2011
2. Remote Attendance Guidance

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive and Council</b>
<b>Date:</b>	<b>Executive 8<sup>th</sup> September 2014 Council 9<sup>th</sup> October 2014</b>
<b>Subject:</b>	<b>Changes to the Policy Framework</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball – Head of Function (Council Business)/Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Awena Walkden – Solicitor (Corporate Governance)</b> <b>Ext. 2563</b> <b>apxce@anglesey.gov.uk</b>
<b>Local Members:</b>	<b>N/A</b>

<b>A –Recommendation/s and reason/s</b>
<p><b>RECOMMENDATIONS</b></p> <p>The Executive recommends to full Council that Council approves the changes to the Council’s Constitution as detailed in “Appendix 1” to this Report.</p> <p><b>REASONS</b></p> <p>1. The Policy Framework comprises a range of policies which are listed in Section 3.2.2.1.1 of the Constitution. The Policy Framework was adopted by Council on the 7<sup>th</sup> May 2002 as part of the Constitution.</p> <p>2. The Policy Framework is divided into 3 parts:-</p> <ul style="list-style-type: none"> <li>(i) 3.2.2.1.1 which sets out the policies which are required by law to be adopted by full Council;</li> <li>(ii) 3.2.2.1.2 which sets out the policies which the Assembly recommended be adopted by full Council;</li> <li>(iii) 3.2.2.1.3 other policies which the Council decided should be adopted by full Council.</li> </ul>

3. Over time, the Policy Framework has become dated and needs to be refreshed to reflect the current status, and often relocation, of the policies listed.
4. In order to ensure that the Constitution is up-to-date, we recommend that part 3.2.2.1 of the Constitution be replaced with the updated Policy Framework which is attached as “Appendix 1” to this Report.
5. “Appendix 2” sets out which parts of the current Policy Framework need to be removed, and which should be updated and why.
6. All Services have been consulted as part of the process of updating the Policy Framework and have provided their input on which policies have been updated and which no longer exist. Some substantive amendments to the Policy Framework were also suggested by some Officers during the consultation, but as these amendments are changes and not updates in our view they exceed the scope of this exercise and should be part of a different process.
7. The detailed reasons for the suggested amendments are more fully explained in Appendix 2 to this Report.

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with the suggested updates.

**B – What other options did you consider and why did you reject them and/or opt for this option?**

The other option available to the Council would be to leave the Policy Framework as it is but we do not recommend this as an option given that it is now out of date and unreliable.

**C – Why is this a decision for the Executive?**

Because the implementation of the recommendations will result in constitutional changes which may only be approved by Council after consideration by the Executive.

**CH – Is this decision consistent with policy approved by the full Council?**

This is about the Policy Framework approved by full Council.

<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>
<b>1 Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
<b>2 Finance / Section 151</b> (mandatory)	
<b>3 Legal / Monitoring Officer</b> (mandatory)	Joint author of Report and comments are included here
<b>4 Human Resources (HR)</b>	
<b>5 Property</b>	
<b>6 Information Communication Technology (ICT)</b>	
<b>7 Scrutiny</b>	
<b>8 Local Members</b>	
<b>9 Any external bodies / other/s</b>	

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

<b>F - Appendices:</b>
<p>1. Amended parts of Constitution.</p> <p>2. Document showing what has been changed since the last version of the Policy Framework and the reasons for the change.</p>

<b>FF - Background papers (please contact the author of the Report for any further information):</b>

## AMENDED PARTS OF CONSTITUTION

**3.2.1 The full Council will have the responsibility for approving or adopting the Policy Framework, the Budget and Housing Land Transfers.**

### 3.2.2 Meanings

#### 3.2.2.1 Policy Framework

3.2.2.1.1 Those required by law to be adopted by the Council, i.e.

- ~~Behaviour Support Plans~~
- **Single Integrated Plan**
- ~~The Improvement Plan~~
- **Corporate Plan**
- **Annual Delivery Document (Improvement Plan)**
- **Annual Performance Report (Improvement Plan)**
- ~~Children and Young Persons Plan~~
- ~~Children's Services Plan~~
- ~~Health, Social Care and Wellbeing Strategy~~
- ~~Community Strategy~~
- ~~Crime and Disorder Reduction Strategy~~
- ~~**Childcare Sufficiency Plan**~~ ~~Early Years Development Plan~~
- ~~Education Strategic Plan~~
- **Local / Regional Transport Plan**
- ~~School Organisation Plans~~
- **Plans and alterations which together comprise the Joint Local Development Plan** (except those functions which are delegated to the Joint Planning Policy Committee)
- **Welsh Language Scheme**
- ~~Youth Justice Plan~~
- ~~Powers to approve Young Peoples Partnership Plans and Children and Young Persons Framework Partnership~~
- **Gambling Policy**
- **Licensing Policy**
- **Pay Policy Statement**
- **Pay Scales of Chief Officers**
- **Annual Schedule of Member Remuneration following receipt of the Independent Remuneration Panel for Wales Annual Report**

3.2.2.1.2 Those other plans and strategies which the National Assembly for Wales recommended should be adopted by the full Council as part of the Policy Framework, i.e. –

- ~~Children First Plan~~
- ~~The Corporate Mission Statement, objectives and policies of the Council's Corporate Plan~~
- **Local Housing Strategy and Operational Plan**
- ~~Lifelong Learning Development Plan~~
- ~~Policy agreements~~

3.2.2.1.3 Those other plans and strategies which the Council decided should be adopted by the full Council as a matter of local choice, e.g

- The **Corporate** Asset Management Plan
- ~~The Public Transport Strategy~~
- ~~Policies re. securing bus services and travel concessions under Sections 63 & 93 of the Transport Act 1985~~
- ~~Local transport plans under Sections 108 – 109 of the Transport Act 2000~~
- The Road Safety Plan
- The Marine Port Safety Plan
- ~~The Public Rights of Way Strategy~~
- The Cycling Strategy
- The Rights of Way Improvement Plan
- Waste Management Strategy
- The Contaminated Land Strategy
- ~~Young Peoples Partnership Strategic Plan~~
- ~~Children and Young Peoples Framework Partnership~~
- **Indemnities Policy**

## 3.2 The Full Council

**3.2.1 The full Council will have the responsibility for approving or adopting the Policy Framework, the Budget and Housing Land Transfers.**

### 3.2.2 Meanings

#### 3.2.2.1 Policy Framework

3.2.2.1.1 Those required by law to be adopted by the Council, i.e.

- Single Integrated Plan
- Corporate Plan
- Annual Delivery Document (Improvement Plan)
- Annual Performance Report (Improvement Plan)
- Childcare Sufficiency Plan
- Local / Regional Transport Plan
- Plans and alterations which together comprise the Joint Local Development Plan (except those functions which are delegated to the Joint Planning Policy Committee)
- Welsh Language Scheme
- Gambling Policy
- Licensing Policy
- Pay Policy Statement
- Pay Scales of Chief Officers
- Annual Schedule of Member Remuneration following receipt of the Independent Remuneration Panel for Wales Annual Report

3.2.2.1.2 Those other plans and strategies which the National Assembly for Wales recommended should be adopted by the full Council as part of the Policy Framework, i.e. –

- Local Housing Strategy

3.2.2.1.3 Those other plans and strategies which the Council decided should be adopted by the full Council as a matter of local choice, e.g

- The Corporate Asset Management Plan
- The Road Safety Plan
- The Marine Port Safety Plan
- The Cycling Strategy
- The Rights of Way Improvement Plan
- Waste Management Strategy
- The Contaminated Land Strategy
- Indemnities Policy



## 1.0 Background

Part 3 of the Council's Constitution sets out the responsibilities for decision-making in relation to the various functions of the Council. The full Council has responsibility for approving or adopting the Policy Framework

## 2.0 Updating the Policy Framework

The plans and strategies listed in the current Policy Framework is dated and needs to be updated to reflect legislative changes etc. Enquiries with services have resulted in the view that:

<b>2.1</b> the strategies and plans listed below <b>should be approved by full Council</b> for the reasons outlined:		
1	Single Integrated Plan	Replaces at least four statutory plans and strategies (the Community Strategy, the Children and Young People's Plan, the Health, Social Care and Well-being Strategy and the Community Safety Partnership Plan (which incorporates the 3 crime and disorder strategies). [Shared Purpose – Shared Delivery, Guidance on integrating partnerships and plans; Welsh Government, December 2012]
2	Corporate Plan	These three plans replace the one 'Improvement Plan' listed in the current framework and reflect the requirements for continuous improvement in the 'Wales Programme for Improvement Guidance for Local Authorities 2005' and the Local Government (Wales) Measure.
3	Annual Delivery Document (Improvement Plan)	
4	Annual Performance Report (Improvement Plan)	
5	Childcare Sufficiency Plan	Replaces the Early Years Development Plan (see 29).
6	Local / Regional Transport Plan	Still relevant. (a number of plans have been integrated into this plan – see 39 and 41).
7	Plans and alterations which together comprise the Joint Local Development Plan (except those functions which are delegated to the Joint Planning Policy Committee)	Slight change to the wording for clarification (ie. Addition of ' <i>plans and alterations which together comprise ...</i> ' .
8	Welsh Language Scheme	This is currently still a Council function under the Welsh Language Act 1993. However, Welsh language schemes will be replaced by statutory standards under the Welsh Language (Wales) Measure 2011.
9	Gambling Policy	The Gambling Act 2005 requires this to be adopted by Full Council.
10	Licensing Policy	The Licensing Act 2003 requires this to be adopted by Full Council.

<b>2.1</b> the strategies and plans listed below <b>should be approved by full Council</b> for the reasons outlined:		
11	Pay Policy Statement	The Localism Act 2011 specifies that this is not to be the responsibility of an executive of an authority under executive arrangements.
12	Local Housing Strategy	New title (replaces no. 36 – Housing Strategy and Operational Plan).
13	Corporate Asset Management Plan	The Council decided that these plans and strategies should be adopted by full Council as a matter of local choice.
14	Road Safety Plan	
15	Marine Port Safety Plan	
16	Rights of Way Improvement Plan	
17	Waste Management Strategy	
18	Cycling Strategy	
19	Contaminated Land Strategy	
20	Indemnities Policy	This policy was first approved by Council in June 2011.
21	Pay Scales of Chief Officers	The Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014 requires this to be adopted by Council.
22	Annual Schedule of Member Remuneration following receipt of the Independent Remuneration Panel for Wales Annual Report	The Local Government (Wales) Measure 2011 requires this to be adopted by the Council.

<b>2.2</b> the plans and strategies listed below <b>should be removed</b> from the policy framework for the reasons outlined:		
23	Behaviour Support Plans	Incorporated into the Single Education Plan which was replaced by the Children and Young People Plan which was subsequently replaced by the Single Integrated Plan.
24	Children and Young Persons Plan	Replaced by (1) - Single Integrated Plan.
25	Children's Services Plan	This Plan was integrated into the Health, Social Care and Wellbeing Strategy (See Note [B]) which in turn was replaced by the Single Integrated Plan.

<p><b>2.2</b> the plans and strategies listed below <b>should be removed</b> from the policy framework for the reasons outlined:</p>		
26	Health, Social Care and Wellbeing Strategy	Replaced by (1) - Single Integrated Plan.
27	Community Strategy	Replaced by (1) - Single Integrated Plan.
28	Crime and Disorder Reduction Strategy	Replaced by (1) - Single Integrated Plan.
29	Early Years Development Plan	Replaced by the statutory requirement to prepare a Childcare Sufficiency Plan (see 5).
30	Education Strategic Plan	Incorporated into the Single Education Plan which was replaced by the Children and Young People Plan which was subsequently replaced by the Single Integrated Plan.
31	Schools Organisation Plans	Incorporated into the Single Education Plan which was replaced by the Children and Young People Plan which was subsequently replaced by the Single Integrated Plan.
32	Youth Justice Plan	Formally approved by the Youth Offending Team Management Board for Gwynedd and Ynys Môn. No need to submit to Executive or Full Council for formal approval.
33	Powers to approve Young People's Partnership Plans and Children and Young People's Framework Partnership	Replaced by (1) - Single Integrated Plan.
34	Children First Plan	Integrated into the Children and Young People's Plan which, in turn, was replaced by the Single Integrated Plan.
35	The corporate mission statement, objectives and policies of the Council's Corporate Plan	Covered under no. 2 (Corporate Plan)
36	Housing Strategy and Operational Plan	Replaced by the Local Housing Strategy (see no. 12)
37	Lifelong Learning Development Plan	We recommend that this should be removed in its entirety as neither of the relevant services or legal services have been able to identify what this relates to, and how it came into existence. We further are unable to track any reports that have gone to full Council on this and have accordingly come to the conclusion that it must have become obsolete.

<p><b>2.2</b> the plans and strategies listed below <b>should be removed</b> from the policy framework for the reasons outlined:</p>		
38	Policy Agreements	<p>Policy Agreements were replaced by Improvement Agreements which, in turn were replaced in March 2010 with Outcome Agreements.</p> <p>(Prospectus for Improvement Agreements 2008 – extract from Q&amp;A):</p> <p><i>“Does the agreement need to be endorsed by a scrutiny committee/the full council? That is a matter for you, in line with your normal decision-making procedures. But given the importance of the agreement we would encourage you to engage members in its development and approval”.</i></p>
39	Public Transport Strategy	Now forms part of (6) - Local / Regional Transport Plan.
40	Policies re. securing bus services and travel concessions under Sections 63 & 93 of the Transport Act 1985	Now included in the Welsh Government’s Concessionary Fares policy.
41	Local transport plans under Sections 108-109 of the Transport Act 2000	Now forms part of (6)- Local / Regional Transport Plan.
42	Public Rights of Way Strategy	Now forms part of (16) - Rights of Way Improvement Plan.
43	Young People’s Partnership Strategic Plan	Replaced by (1) - Single Integrated Plan.
44	Children and Young People’s Framework Partnership	

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive and Council</b>
<b>Date:</b>	<b>Executive 8<sup>th</sup> September 2014 Council 9<sup>th</sup> October 2014</b>
<b>Subject:</b>	<b>New Standing Orders Regulations</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function Council Business / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Awena Walkden Ext. 2563 <a href="mailto:apxce@anglesey.gov.uk">apxce@anglesey.gov.uk</a></b>
<b>Local Members:</b>	<b>None</b>

<b>A –Recommendation/s and reason/s</b>
<p><b><u>Recommendations</u></b></p> <p>The Executive recommends Council to:</p> <ol style="list-style-type: none"> <li>1. Note the content of the new Local Authority (Standing Orders) (Amendment) (Wales) Regulations 2014 (“the 2014 Regulations”).</li> <li>2. Instruct the Monitoring Officer to amend the Constitution to reflect the changes required to bring the Constitution in line with the 2014 Regulations as detailed in this Report. The 2014 Regulations make changes to the existing Local Authorities (Standing Orders) (Wales) Regulations 2006 (“the 2006 Regulations”) as a result of changes introduced by the Local Government (Wales) Measure 2011. Those changes are described in this Report.</li> </ol> <p><b><u>Reasons</u></b></p> <ol style="list-style-type: none"> <li>3. In summary, the 2014 Regulations amend the 2006 Regulations in relation to the process for appointing, dismissing and conducting disciplinary investigations, against specified officers. The 2014 Regulations also impose a new requirement in deciding the level of the remuneration to be paid to Chief Officers which under the 2006 Regulations are defined as the Chief Executive, Deputy Chief Executive, Directors, s.151 Officer and Monitoring Officer.</li> <li>4. Under the 2014 Regulations, the role of the Head of Democratic Services is given the same status as the Head of Paid Service (Chief Executive), Section 151 Officer and Monitoring Officer, in relation to the process which the Council must follow in conducting any disciplinary investigation and taking any disciplinary action. This will require changes to the Terms of Reference of the Investigation and Disciplinary Committees so as to include the role of the Head of Democratic Services as one which also comes within their remit.</li> </ol>

5. As well as including the post of Head of Democratic Services, as a statutory post with enhanced legal protection, the 2014 Regulations will also necessitate changes to the terms of reference of the Council's Appointments Committee to include the post of Head of Democratic Services within its remit.
6. Under the 2014 Regulations it is now required that if a Chief Officer is paid a remuneration of £100,000, or more, the post must be publicly advertised. The only exception to this requirement is if the appointment were to be made for a period of no longer than 12 months.
7. The 2014 Regulations also make additional provisions relating to the remuneration of Chief Officers. Any decision to set or vary the remuneration of a Chief Officer must be made by full Council; with any delegation specifically prohibited.

### **Financial implications**

The matters contained within this Report have no direct financial impact.

### **B – What other options did you consider and why did you reject them and/or opt for this option?**

The implementation of the Regulations is compulsory and there are no alternative options.

### **C – Why is this a decision for the Executive?**

Because the implementation of the Regulations will result in constitutional changes which may only be approved by the Council after consideration by the Executive.

### **CH – Is this decision consistent with policy approved by the full Council?**

Yes

### **D – Is this decision within the budget approved by the Council?**

Yes

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	Joint author of Report so comments are included here
<b>4</b>	<b>Human Resources (HR)</b>	
<b>5</b>	<b>Property</b>	
<b>6</b>	<b>Information Communication Technology (ICT)</b>	
<b>7</b>	<b>Scrutiny</b>	
<b>8</b>	<b>Local Members</b>	
<b>9</b>	<b>Any external bodies / other/s</b>	

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

<b>F - Appendices:</b>
None

<b>FF - Background papers (please contact the author of the Report for any further information):</b>
<ol style="list-style-type: none"> <li>1. The Local Authority's Standing Order (Wales) (Amendments) 2014</li> <li>2. Explanatory Memorandum to the Local Authorities (Standing Orders) (Wales) (Amendment) Regulations 2014</li> </ol>

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
Committee:	Democratic Services Committee
Date of meeting:	18 June 2014
Title:	Timing of Council Meetings
Author:	Interim Head of Democratic Services

## **1.0 Background**

1.1 Members will be aware that this matter has been the subject of previous reports to the County Council on the 5<sup>th</sup> December 2013, 27<sup>th</sup> January and 27<sup>th</sup> February 2014. Members will also note that a Notice of Motion was submitted to Council on 8<sup>th</sup> May 2014 as follows:

- *“To reconsider the times of meetings of the County Council, Executive, 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.*

1.2 Council resolved that the matter be referred to the next meeting of the Democratic Services Committee.

1.3 Pursuant to the above, the Committee is now requested to give further consideration to this issue and to formulate recommendations to the County Council.

1.4 Members will be aware that the schedule of Council Meetings has now been published until April 2015 with the majority of meetings normally commencing at 2.00pm. As part of the Committee’s future work programme, Members may wish to comment on the timetable of meetings for the next municipal year and demands on Members.

## **2.0 Recommendation**

2.1 The Committee is requested to make recommendations to Council on this matter.

**Huw Jones**  
Interim Head of Democratic Services

**10 June 2014**

Background Papers:-

- 1) Report to County Council 5<sup>th</sup> December 2013
- 2) Report to County Council 27<sup>th</sup> January 2014
- 3) Report to County Council 27<sup>th</sup> February 2014

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