

Public Document Pack



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

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

CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL
Swyddfeydd y Cyngor - Council Offices
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RHYBUDD O GYFARFOD	NOTICE OF MEETING	
PWYLLGOR GWAITH	THE EXECUTIVE	
DYDD LLUN, 9 MEHEFIN 2014 10.00 o'r gloch	MONDAY, 9 JUNE 2014 10.00 am	
SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI	COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI	
Pennaeth Dros Dro Gwasanaethau Democratiaid	Mr Huw Jones 01248 752 108	Interim Head of Democratic Services

Annibynnol/Independent

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

Plaid Lafur/Labour Party

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

Heb Ymuno / Unaffiliated

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

COPI ER GWYBODAETH / COPY FOR INFORMATION

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

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

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

Please note that meetings of the Committee are filmed for live and subsequent broadcast on the Council's website. The Authority is a Data Controller under the Data Protection Act and data collected during this webcast will be retained in accordance with the Authority's published policy.

A G E N D A

1 DECLARATION OF INTEREST

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

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

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

3 MINUTES (Pages 1 - 6)

To submit for confirmation, the minutes of the meeting of the Executive held on 19th May, 2014.

4 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 7 - 18)

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

5 THE WELSH LANGUAGE SCHEME MONITORING REPORT (Pages 19 - 50)

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

6 POLICY ON COUNCIL TAX REDUCTION SCHEME FOR PENSIONERS 2014/15 (Pages 51 - 54)

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

7 CAPITAL BUDGET 2013-14 OUT-TURN (Pages 55 - 64)

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

8 REVENUE BUDGET 2013-14 - PROVISIONAL OUT-TURN (Pages 65 - 70)

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

9 COMMUNITY/HOME CARE SERVICE PROVISION (Pages 71 - 76)

To submit a report by the Director of Community.

10 OPTIONS IN RELATION TO SECURING IMPROVEMENTS TO THE A5025 TO FACILITATE THE DEVELOPMENT PROPOSALS OF HORIZON NUCLEAR POWER (Pages 77 - 82)

To submit a report by the Head of Environmental and Technical Services.

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11 LOWERING THE AGE OF ADMISSION TO LLANFAIRPWLL SCHOOL (Pages 83 - 86)

To submit a report by the Director of Lifelong Learning.

12 INCREASING THE COST OF SCHOOL MEALS (Pages 87 - 90)

To submit a report by the Director of Lifelong Learning.

13 PROPOSAL TO DEAL WITH A SCHOOL BUDGET DEFICIT (Pages 91 - 94)

To submit a report by the Director of Lifelong Learning.

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THE EXECUTIVE

Minutes of the meeting held on 19 May 2014

- PRESENT:** Councillor Ieuan Williams (Chair)
Councillor J Arwel Roberts (Vice-Chair)
- Councillors Richard Dew, Kenneth P Hughes, Aled M Jones,
H Eifion Jones and Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive
Director of Sustainable Development
Director of Lifelong Learning
Director of Community
Interim Head of Democratic Services
Housing Technical Services Manager
Programme and Business Planning Manager (for Item 6)
Schools Modernisation Programme Manager (for Item 9)
Committee Officer (ATH)
- ALSO PRESENT:** Councillors R.G.Parry (Item 9), R.Llewelyn Jones (Item 10), Ann Griffith, John Griffith, Llinos M.Huws, Victor Hughes, R.Meirion Jones, Nicola Roberts, Section 151 Officer.
- APOLOGIES:** None received.

1 DECLARATION OF INTEREST

None to declare.

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

Councillor J Arwel Roberts declared a personal but not prejudicial interest in respect of Item 9 on the agenda; he remained at the meeting and took part in the discussion thereon.

3 MINUTES

The minutes of the previous meeting of the Executive held on 22 April, 2014 were presented and confirmed as correct.

4 THE EXECUTIVE'S FORWARD WORK PROGRAMME

Submitted – The report of the Interim Head of Democratic Services seeking approval for the Executive's updated Work Programme for the period from June, 2014 to January, 2015.

The Interim Head of Democratic Services reported on the following additional changes for which he sought the Executive's approval:

- To re-schedule Item 5 (Constitutional Changes – Remote Attendance) to a later date to allow for prior scrutiny of the subject.
- To include three new items for the 9th June meeting from the Lifelong Learning Department viz. to lower the age of admission at Ysgol Llanfairpwll; School Meals, and the Outline Strategic Plan (SOP) with regard to the Llannau.

The Portfolio Member for Planning and the Environment said that he had been informed that Item 12 (Planning Performance Agreement Charter) scheduled to be considered in June is to be deferred to July in order for it to be considered by the Inter Departmental Development Team.

It was resolved to confirm the updated Forward Work Programme for June, 2014 to January, 2015 subject to the additional changes outlined.

5 CORPORATE SCORECARD - QUARTER 4, 2013/14

Submitted – The report of the Deputy Chief Executive incorporating the Corporate Scorecard for Quarter 4 2013/14 which illustrated the current end of quarter 4 position in relation to key indicators in the areas of People Management, Performance Management and Customer Service and any improvement and/or decline in performance and the reasons therefore.

The Executive noted that the report reflected an improving picture overall and that the direction of travel generally for the indicators was upwards. Particular note was taken of the data with regard to sickness absence and whilst it was acknowledged that performance in relation to sickness absence has improved, it was recommended that further work be undertaken especially with regard to ensuring that Return to Work Interviews are conducted as a matter of course. The Leader informed the Executive that the Corporate Scrutiny Committee had established a Scrutiny Outcome Panel to focus on the issue of sickness absence; the Executive asked that any continuing underperformance in this area which the Scrutiny Panel identifies be brought to its attention.

Attention was also drawn to the need to address the performance in respect of indicator SCA/0128b (the percentage of carers of adults who had an assessment or review of their needs in their own right during the year) where it remained below target.

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

6 OUTCOME AGREEMENT 2013-16

Submitted – The report of the Programme and Business Planning Manager seeking approval for the Outcome Agreement for 2013-16.

The Programme and Business Planning Manager reported that Officer negotiations with Welsh Government officials have now concluded and five strategic themes and outcomes from the Welsh Government's programme for Government have been selected as a focus for the Outcome Agreement on the basis of their close fit with priorities of the 2013-17 Corporate Plan; because they provide a strong evidence base and their likely success rate.

It was resolved to accept and adopt the Outcome Agreement for 2013-16.

7 CONSTITUTIONAL CHANGES - THE FORWARD WORK PROGRAMME

Submitted – The report of the Interim Head of Democratic Services seeking the Executive's support and subsequently, the Council's approval to amend the Constitution with regard to the Forward Work Programme in order to reflect the enhanced current arrangements with regard to reporting and publicising the FWP.

It was resolved 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.**

8 FUTURE OF THE IN-HOUSE DLO HOUSING SERVICES AND NEW REPAIRS SERVICE

Submitted – The report of the Head of Service (Housing Service) detailing a proposal to transform and modernise the in-house DLO Housing Services with a view to establishing a new service model aimed at delivering an excellent repairs service following a comprehensive options appraisal of the future of the service. Based on the findings of the appraisal exercise the Head of Housing Services sought approval for Option 2.1.2 (retaining the service in-house, but merging the client and contractor teams into one repairs service whilst modernising and transforming the service) as the recommended option.

Councillor H.Eifion Jones, Portfolio Member for Finance put forward an amendment to the proposal based on adopting option 2.1.2 but with qualifying conditions viz. that the timeframe for completing the transformation project of the Housing Repairs Service be reduced from 3 to 2 years; that elements of options, 2.1.3, 2.1.5 and 2.1.8 be incorporated within the preferred option and that a review of progress be conducted within four months and a report presented to the Executive. The Leader proposed additional provisos to the effect that the restructuring does not expand the Repairs Service workforce; that the number of contractors currently deployed by the Service be reviewed with a view to reduction and that Performance Indicators for the Housing Repairs Service be incorporated within the Corporate Scorecard for

performance monitoring purposes. He also emphasised that the review of procurement arrangements which the report proposes as part of the approach to Value for Money needs to be undertaken and more stringent practices put in place.

The Leader reported to the Executive on the Corporate Scrutiny Committee's deliberations on the matter from its 12 May meeting to the effect that the Corporate Scrutiny Committee had noted that it was not obliged to decide on a specific option, that it had considered the merits of option 2.1.3 and a combination of options 2.1.2 and 2.1.5 and had recommended that due to the complexity of the issue, it be offered to full Council for debate.

The Housing Technical Services Manager responded to the amendment from the Housing Service's perspective.

The amendment was agreed by the Executive.

It was resolved to approve the recommended option of retaining the service in-house, but merging the client and contractor teams into one repairs services, whilst modernising and transforming the service, subject to the following conditions:

- **That the aim should be to undertake and complete the transformation project of the Repairs Service within a 2 year timeframe**
- **That the recommended option also incorporates where feasible, elements of the following:**
 - **Option 2.1.3 with reference to different structures of contracts**
 - **Option 2.1.5 – outsourcing parts of the services**
 - **Option 2.1.8 – a Lean Service model**
- **That the restructure does not entail an expansion of the Repairs Service workforce**
- **That the number of contractors deployed by the Repairs Service is reviewed with a view to reduction.**
- **That a review of the project be undertaken within four months and a progress report presented to the Executive.**
- **That performance indicators for the Housing Repairs Service be incorporated within the Corporate Scorecard.**

9 SCHOOLS MODERNISATION - HOLYHEAD

Submitted - The report of the Director of Lifelong Learning in relation to the schools modernisation process in Holyhead.

The Director of Lifelong Learning clarified issues in relation to the following matters regarding which the Executive at its meeting on 20th December, 2013 had

requested further information prior to commencing the formal consultation process on the preferred option for modernising schools in the Holyhead area –

Land ownership at the three school sites (Ysgol y Parch, Ysgol Llaingoch and Ysgol Parch.Thomas Ellis)

Affordability

Traffic management and road safety issues

The status of the new school and,

Issues surrounding the preservation order at the former Cybi school site at Holyhead

The Executive noted the information.

It was resolved to authorise Officers from the Lifelong Learning Department to move forward to the formal consultation process.

10 CONSULTATION ON GARREGLWYD

Submitted – The report of the Social Care Strategic Transformation Manager in relation to the future of Garreglwyd Residential Care Home.

Councillor R.Llewelyn Jones addressed the Executive in his capacity as the Council's Older People's Champion and a Local Member and asked to be kept informed of developments.

It was resolved to agree that notice be issued of the Council's intention to market Garreglwyd with a preferred use for it to be run as a specialist dementia facility or other private nursing or residential care provision and to undertake a formal consultation thereon.

The meeting concluded at 10.45 am

**COUNCILLOR IEUAN WILLIAMS
CHAIR**

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	9 June 2014
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Ieuan Williams
Head of Service:	Lynn Ball Head of Function – Council Business / Monitoring Officer
Report Author: Tel: E-mail:	Huw Jones, Interim Head of Democratic Services 01248 752108 JHuwJones@anglesey.gov.uk
Local Members:	Not applicable

A –Recommendation/s and reason/s
<p>In accordance with its Constitution, the Council is required to publish a forward work programme and to update it regularly. The Executive Forward Work Programme is published each month to enable both members of the Council and the public to see what key decisions are likely to be taken over the coming months.</p> <p>The Executive is requested to:</p> <p>confirm the attached updated work programme which covers July 2014 – February 2015;</p> <p>identify any matters subject to consultation with the Council's Scrutiny Committees and confirm the need for Scrutiny Committees to develop their work programmes further to support the Executive's work programme;</p> <p>note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.</p>

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

-

C – Why is this a decision for the Executive?

The approval of the Executive is sought before each update is published to strengthen accountability and forward planning arrangements .

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.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	The forward work programme is discussed at Heads of Service meetings ('Penaethiaid') on a monthly basis (standing agenda item). It is also circulated regularly to Corporate Directors and Heads of Services for updates.
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	
6	Property	
7	Information Communication Technology (ICT)	
8	Scrutiny	
9	Local Members	Not applicable.
10	Any external bodies / other/s	Not applicable.

F – Risks and any mitigation (if relevant)	
1	Economic
2	Anti-poverty
3	Crime and Disorder
4	Environmental
5	Equalities
6	Outcome Agreements
7	Other
FF - Appendices:	
The Executive's Forward Work Programme: July 2014 – February 2015.	

G - Background papers (please contact the author of the Report for any further information):
Previous forward work programmes.

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014



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

The Executive's draft Forward Work Programme for the period **July 2014 – February 2015** is outlined on the following pages.

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

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

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

* Key:
Strategic – key corporate plans or initiatives
Operational – service delivery
For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
1 The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		14 July 2014	
2 Smarter Working Project Category: Strategic	Approval of full business case.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	1 July 2014	14 July 2014	
3 Customer Service Excellence Project Category: Strategic	Approval of full business case.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	1 July 2014	14 July 2014	
4 2015/16 Budget Category: Strategic	Initial discussion paper.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones	1 July 2014	14 July 2014	
5 Constitutional Changes – Terms of Reference of the Appeals Committee Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of function – Council Business / Monitoring Officer Cllr Alwyn Rowlands		14 July 2014	TBC
6 Constitutional Changes – Family Absence Regulations Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		14 July 2014	TBC

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
7	Constitutional Changes – Contract Procedure Rules Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of function – Council Business / Monitoring Officer Cllr Alwyn Rowlands		14 July 2014	TBC
8	Constitutional Changes – Remote Attendance Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		14 July 2014	TBC
9	Standing Orders – Chief Executive Category: Strategic	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer Cllr Alwyn Rowlands		14 July 2014	
10	Annual Report of the Director of Social Services Category: Strategic	Approval.	Community	Gwen Carrington Director of Community Cllr Kenneth P Hughes	1 July 2014	14 July 2014	
11	Older Adult Social Care Accommodation Options – Cybi Category: Strategic	To agree a recommendation (following consultation) on sale of Garreglwyd.	Community	Gwen Carrington Director of Community Cllr Kenneth P Hughes	1 July 2014	14 July 2014	

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
12	Older Adult Social Care Options – Amlwch and Llangefni Category: Strategic	Approval of Business Case.	Community	Gwen Carrington Director of Community Cllr Kenneth P Hughes	1 July 2014	14 July 2014	
13	Local Housing Strategy 2014-2019 – draft Category: Strategic	To approve the strategic direction prior to consultation.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		14 July 2014	
14	Llawr y Dref – options for the future Category: Operational and Strategic	To approve the strategic direction prior to consultation with tenants.	Community	Shan L Williams Head of Housing Services Cllr Kenneth P Hughes		14 July 2014	
15	Affordable Housing Category: Strategic	For information, as requested by the Finance Portfolio Holder (as per Executive minutes - 21.10.13).	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes	Date to be confirmed.	14 July 2014	
16	HRA Subsidy Reform Category: Strategic	Changes and impact of the Housing Revenue Account subsidy system in Wales.	Community	Shan L Williams Head of Housing Cllr Kenneth P Hughes		14 July 2014	
17	New Nuclear Build Supplementary Planning Guidance Category: Strategic	Approval of SPG for submission to Full Council for endorsement.	Sustainable Development	Arthur Owen Director of Sustainable Development Cllr J Arwel Roberts		14 July 2014	July 2014 – date to be confirmed.

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
18	Planning Performance Agreement Charter Category: Strategic	Approval.	Sustainable Development	Gwyndaf Jones Chief Planning Officer Cllr J Arwel Roberts		14 July 2014	
19	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		8 September 2014	
20	Corporate Scorecard – Quarter 1, 2014/15 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	1 September 2014	8 September 2014	
21	2014/15 Revenue and Capital Budget Monitoring Report – Quarter 1 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones	1 September 2014	8 September 2014	
22	Môn/Gwynedd Building Control Integration Category: Operational	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts		8 September 2014	

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THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
23	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		20 October 2014	
24	2015/16 Budget Category: Strategic	To begin dialogue on the Executive's intentions.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		20 October 2014	
25	Deposit Local Development Plan Category: Strategic	For comment / support before submission to the Joint Planning Policy Committee.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection Cllr J Arwel Roberts		20 October 2014	
26	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		3 November 2014	
27	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		1 December 2014	

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For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
28	Corporate Scorecard – Quarter 2, 2014/15 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	24 November 2014	1 December 2014	
29	2014/15 Revenue and Capital Budget Monitoring Report – Quarter 2 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones	24 November 2014	1 December 2014	
30	2014/15 Council Tax Base Category: Strategic	Calculation and setting of the Council Tax Base for the Isle of Anglesey County Council and the Town and Community Councils.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones		1 December 2014	
31	County Council's Response to Horizon Nuclear Power's Pre- Application Category: Strategic	Approval of response.	Sustainable Development	Arthur Owen Director of Sustainable Development Cllr J Arwel Roberts		1 December 2014	
32	2015/16 Budget Category: Strategic	To finalise the Executive's initial draft budget proposals for consultation.	Deputy Chief Executive	Clare Williams Head of Function – Resources Cllr Hywel Eifion Jones		15 December 2014	

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: July 2014 – February 2015

Updated: 30 May 2014

Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council	
33	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		12 January 2015	
34	The Executive's Forward Work Programme Category: Strategic	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services Cllr Ieuan Williams		16 February 2015	
35	Corporate Scorecard – Quarter 3, 2014/15 Category: Strategic	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive Cllr Alwyn Rowlands	10 February 2015	16 February 2015	
36	2014/15 Revenue and Capital Budget Monitoring Report – Quarter 3 Category: Strategic	Quarterly financial monitoring report.	Deputy Chief Executive	Clare Williams Head of Function - Resources Cllr Hywel Eifion Jones	10 February 2015	16 February 2015	
<i>March 2015 onwards</i>							
-	Common Allocations Policy Category: Strategic	<i>Adoption of new Common Allocations Policy.</i>	<i>Community</i>	<i>Shan L Williams Head of Housing Cllr Kenneth P Hughes</i>		16 March 2015	

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* Key:

Strategic – key corporate plans or initiatives

Operational – service delivery

For information

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	9 June 2014
Subject:	Monitoring Report for the Welsh Language Commissioner for 2013/14
Portfolio Holder(s):	Councillor Ieuan Williams
Head of Service:	Lynn Ball Head of Function – Council Business and Monitoring Officer
Report Author: Tel: E-mail:	Carol Wyn Owen, Policy and Strategy Manager 01248 752561 CarolWynOwen@anglesey.gov.uk
Local Members:	Not applicable.

A –Recommendation/s and reason/s

It is a statutory requirement that the Council provides the Welsh Language Commissioner with a monitoring report on the implementation of its Language Scheme during 2013/14 – see the monitoring report in the Appendix to this paper.

The Executive is requested to accept the content of the 2013/14 monitoring report and approve its submission to the Welsh Language Commissioner.

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

Not applicable.

C – Why is this a decision for the Executive?

The Welsh Language Commissioner expects this report to be accepted and approved for submission to her office.

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

Yes. The Full Council approved the Council's Welsh Language Scheme in March 2012. The monitoring report outlines how the Welsh Language Scheme has been implemented during 2013/14.

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

Not applicable.

E – Who did you consult?**What did they say?**

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	No financial implications
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	The section has contributed towards the content of the report.
6	Property	Not applicable.
7	Information Communication Technology (ICT)	The section has contributed towards the content of the report.
8	Scrutiny	Elements of this report will be referred to the Corporate Scrutiny Committee.
9	Local Members	Not applicable.
10	Any external bodies / other/s	Not applicable.

F – Risks and any mitigation (if relevant)

1	Economic	Not applicable.
2	Anti-poverty	Not applicable.
3	Crime and Disorder	Not applicable.
4	Environmental	Not applicable.
5	Equalities	A key part of the report.
6	Outcome Agreements	Not applicable.
7	Other	Not applicable.

FF - Appendices:

2013/14 Monitoring Report to the Welsh Language Commissioner.

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

Welsh Language Scheme, Fourth Edition – March 2012.



Annual Monitoring Report

For the Welsh Language Commissioner

2013 / 14

June 2014

We are happy to provide this information in alternative formats on request.
Please contact the Language Officer as noted below:

Carol Wyn Owen,
Policy and Strategy Manager,
Department of the Deputy Chief Executive,
Isle of Anglesey County Council,
Council Offices
Llangefni
LL77 7TW

Tel: (01248) 752561

E mail: cwoce@anglesey.gov.uk

Isle of Anglesey County Council Monitoring Report for the Welsh Language Commissioner for the period 2013/14

1. Introduction

The 2011 Census shows that 57.2% of the population of Anglesey (over 3 years) speak Welsh compared with 19% for Wales overall. Although this makes Anglesey one of the strongholds of the Welsh language and one of the two Counties in Wales where over half the population are Welsh speakers, it shows a reduction of 2.9% since the 2001 Census. The County Council is the largest employer on the island and employs more than 3000 employees (including school staff). The Council recognizes its responsibility to promote the language in the community, and as an employer to attract and retain Welsh speakers to the organisation, in order to provide high quality bilingual services to the public.

1.1 The County Council's Language Scheme

The Isle of Anglesey County Council in its Language Scheme recognises the equal status of the English and Welsh languages. Welsh and English are the official languages of the Council and they have the same status and validity in the administration and work of the Council. The Language Scheme prepared under the Welsh Language Act, 1993 outlines how the Council adheres to the principle of equality when providing services to the public and in the conduct of its internal administration. The County Council's Language Scheme was approved on 12 July, 1996 by the Welsh Language Board and the second edition was published in August, 1998 and the third edition in December, 2007. The fourth edition of the Language Scheme was adopted by the County Council on 6 March 2012 and was approved by the Language Board on 26 March, 2012.

1.2 Management of the Language Scheme

The Chief Executive has responsibility for overseeing the Scheme and for its administration, together with responsibility for the language at a strategic level. The Council's Language Officer has day-to-day responsibility for language issues, for monitoring the implementation of the Language Scheme and for preparing this report. The Internal Language Task Group has been established to set strategic direction and to assist in the monitoring and reviewing of progress.

Any enquiries about the implementation of the Scheme may be submitted to the Language Officer:

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1.3 Monitoring and Reporting Arrangements

In its Language Scheme, the Council has made a commitment to monitor and review its implementation by presenting the Annual Monitoring Report to the Executive and to the Welsh Language Commissioner, who is the successor to the Welsh Language Board which came to an end in late March 2012. This Monitoring Report covers the period 1 April 2013 to 31 March 2014 and is based on the revised reporting arrangements of the Welsh Language Board. The County Council has also adopted a set of performance indicators from the Language Board and these are reported upon in the body of the report. The Leader of the Council is the Language Portfolio Holder and also chairs the Council's Language Task Group. The Chair of the Corporate Scrutiny Committee is also a member of the Language Task Group.

2. Compliance with the Scheme

Under this heading, the County Council is expected to report on progress against the targets of the Language Scheme Action Plan. The County Council has adopted the Action Plan in Appendix 1 from the report on the revised Language Scheme on 6 March, 2012. The responsibility of the Language Task Group of the County Council will be to monitor progress, and the Corporate Scrutiny Committee has the responsibility for analysing departmental and corporate performance, and taking positive steps to intervene by identifying gaps in performance. Any risks will be transferred to the Corporate Scrutiny Committee for further scrutiny.

2.1 Front-line Services

The focus here is on the area of Customer Care and the County Council's public interface. Here, the County Council is required to report on the following performance indicator which focuses on front-line services:

WLI2 – Number and % of main reception, call centres or one-stop-shop posts that have been denoted as 'Welsh essential' and % filled by staff who are bilingual.

To coincide with the wishes of the former Language Board that the County Council should extend what is reported under this indicator to include other staff that have regular contact with the public, such as libraries and heritage sites, the following statistics are provided:

Location	Number of Bilingual Staff	Number of non-Welsh speaking staff
Main reception	2	0
Cash office	CLOSED	
4 Leisure Centres	8	3 non-Welsh speaking
Parc Mount	2	0
Libraries	20	2 low ability 2 advanced learner

Location	Number of Bilingual Staff	Number of non-Welsh speaking staff
Archives	3	1
Oriel Ynys Môn	9	1
Heritage Centres (all but one are seasonal staff)	15	2 low ability
Business Centre	5	0
Planning Service Reception	2	0

The above statistics show that 87% of staff are bilingual. These posts, which deal directly with the public, are advertised as 'Welsh essential' posts. .

2.2 Questions on Priority Areas – Youth Service and the Children and Young People’s Partnership

The Youth Service and the Children and Young People’s Partnership provides appropriate opportunities to use Welsh and the young people develop good bilingual skills. This was recognized by Estyn in 2009.

Priority area questions will be reported upon in **Appendix 2**.

3. Management and Administration of the Language Scheme

3.1 Contracted Services

The County Council is required to report the following performance indicators with an emphasis on partnership working for the provision of a composite bilingual customer service:

WLI 1 – Percentage of sample of contracts monitored that conform with the requirements of the Welsh Language Scheme.

3.1.1 Supporting People Programme

The Supporting People Programme is a social policy and funding framework by the Welsh Government for the delivery of housing-related support to a range of vulnerable people. The Council currently commissions 50 projects by 16 providers through contracts under the Supporting People Programme.

In order to continue with strengthening compliance monitoring arrangements in terms of the Welsh language, a questionnaire was sent to all Supporting People providers again this year.

9 of the 16 providers had returned the questionnaire within the timescale for completing this report. The monitoring results of the sample of the 9 providers (56%) are outlined below:

Supporting People Programme Providers			
Total	% monitored	% compliance	% non-compliance
16	56% (9)	89% (8)	11% (1)

The Supporting People Team holds regular monitoring meetings with providers and reviews services in a three-year cycle. Deficiencies in terms of compliance will be discussed during these meetings.

3.1.2 Contracts providing for young people and pre-school provision

Since 1 April 2013, responsibility for this area has transferred to the Gwynedd and Môn Partnership.

9 external providers were commissioned to provide services for children, young people and families from the Families First grant with the remaining services being provided by internal officers. There is a condition in all service agreements noting that the service must be bilingual across the county and that Internal Officers must be bilingual.

Quarterly / year end reports have been received and these include examples of public material. A Monitoring Officer has been appointed and that officer has monitored all services during 2013/14 including the use of the Welsh language.

All providers comply with the requirements and ensure that the service is available in Welsh. During 2013/14 we have for the first time kept a record of the preferred language of service users.

Providers – Families First			
Total	% monitored	% compliance	% non-compliance
13	100% (13)	100% (13)	0%

3.1.3 Funding early education in the non-maintained sector

The County Council funds 48 playgroups in the voluntary sector, including staffing, training, curriculum support, furniture, equipment and building maintenance costs. Also, a Referral Scheme is funded to support children with additional needs. The shared funding is subject to adhering to certain principles, which include the following:

"The providers will operate within the Authority's Language Policy, aiming to lay a firm foundation for the language development of children in the Welsh language."

The Authority has reinforced this principle through service level agreements between the authority and individual providers. The Authority monitors compliance through regular visits by a support teacher in the early years, when any concerns would be discussed with the education officer, and regular inspections by Estyn. Also, the Early Years Team is responsible for presenting annual monitoring reports to the Authority.

Following receipt of monitoring reports during the summer of 2012, a letter was sent to one group to state that their Welsh-medium provision needed to be improved. A formal review of this group's progress was undertaken during the summer of 2013 when it was found that good progress had been made.

Following receipt of monitoring reports during the summer of 2013, a letter was sent to two groups stating that their Welsh-medium provision needed to be improved. Progress made by these groups will be reviewed formally during the summer of 2014 but the mid-year monitoring report shows that acceptable progress has been made to date.

The Authority intends to refine the annual monitoring arrangements in 2014.

Early Years Education Providers – non-maintained sector (playgroups)			
Total	% monitored	% compliance	% non-compliance
48	100% (48)	96% (46)	2% (2)

3.1.4. Developments within the Contracts area

In continuation from last year's activity, the Council has now finalised two key strategies - the Commissioning and Procurement Strategies. Within each is major reference to Welsh Language considerations and the continued embedding of the bilingual requirements within all Community specific involvement.

3.2 Complaints

In addition, there is a focus on the quality of Welsh language services provided by the County Council by reporting on the following performance indicator:

WLI6 – Number of complaints received in relation to the implementation of the Language Scheme and the % dealt with in accordance with the Council's corporate standard

There have been 3 complaints during the period and all 3 were dealt with in accordance with the corporate standards = 100%.

A new Concerns and Complaints Policy came into force at the Isle of Anglesey County Council on 1 April, 2013 which means that the Council responds to

complaints in a different way and will take steps to learn from concerns expressed by our customers. The policy is based on the Model Policy developed with the Public Services Ombudsman for Wales as a common complaints handling system for public service providers in Wales.

The policy sets out three stages for complaints resolution. The first stage involves informal resolution, with concerns resolved at the point of contact. The second stage involves complaints being investigated internally. The third stage of the process may involve the referral of the complaint to the Public Service Ombudsman. Ideally, the Council would aim to resolve as many issues as possible at the first point of contact.

Below is a breakdown of complaints received during the reporting period along with the corrective action taken:

Complaint 1	<p>A complaint was received that the Council had responded in English to a Welsh e-mail.</p> <p>Corrective Action – an apology was sent, enclosing a Welsh translation of the original response. The matter was brought to the attention of all staff within the Department, reminding them of the requirements of the Language Scheme.</p>
Complaint 2	<p>An enquiry was received from the Language Commissioner regarding the ‘Ring of Fire’ race which is held annually in Anglesey. The organisers had listed the Council amongst its supporters on their website. Information was sought as to the nature of the Council’s support for the race and whether the support was linked to any conditions relating to language.</p> <p>Response – it was explained that the Council did not make any financial contribution but supported the event by giving permission for the race to start at the Holyhead Breakwater Country Park.</p>
Complaint 3	<p>A complaint was received that the sign in front of the (new) Ysgol y Bont (newydd), Llangefni is in Welsh only.</p> <p>Response – it was explained that the sign complied with the Council’s Language Scheme (section 5.2.2.) ie:</p> <p><i>‘The Council will employ only the Welsh version of place-names, names of rivers, mountains etc, and Council establishments, except in cases where the Council has recognised an official English version’.</i></p> <p>The official name of the establishment is ‘Canolfan Addysg y Bont’ and the Council has not recognised an official English version.</p>

4. Adequacy of Welsh Language Skills

4.1 Human Resources, Equality and Diversity

Under this heading, the County Council is required to report on the indicator below:

WLI5 – Number and percentage of staff within the Council’s services that are able to speak Welsh (excluding school teachers and school based staff) by

- **service section**
- **post grade**
- **workplace (office, centre and main area offices).**

The County Council has been able to report again this year on the above indicator, with the assistance of the ‘Northgate’ human resources computerised system, but the analysis by service (4.1.1) has changed as a result of a new service structure which was implemented on 1 November 2013. Work is continuing in terms of both data cleansing and efforts to increase the number of returns.

It is anticipated that recruitment and workforce planning will be a challenge in some areas. This is mainly due to the competitive element within the labour market in terms of salaries and the fact that the professional trainee scheme is no longer in existence. In addition, the current financial climate and the cuts related to this will increase the risk in terms of future workforce planning.

Current statistics are shown below:

Definitions	
0	No skills
1	Able to conduct a general conversation (greetings, names, sayings, place names)
2	Able to answer simple enquiries relating to work
3	Able to converse with someone else, with some hesitancy, regarding routine work issues
4	Able to speak the language in the majority of situations using some English words
5	Fluent – able to conduct a conversation and answer questions, for an extended period of time where necessary

4.1.1 Analysis by Service

Chief Executive and Directors

Number of staff - 8

Number of returns - 6

% returns - 75%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	0 (0%)	0 (0%)	1 (17%)	0 (0%)	5 (83%)

Deputy Chief Executive's Directorate

Resources

Number of staff in the service – 123

Number of returns – 112

% returns – 91%

	L0	L1	L2	L3	L4	L5
No. (%)	3 (3%)	5 (4%)	6 (5.5%)	6 (5.5%)	11 (10%)	81 (72%)

Corporate Transformation

Number of staff in the service – 35

Number of returns – 25

% returns – 71%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	0 (0%)	1 (4%)	0 (0%)	3 (12%)	21 (84%)

Council Business

Number of staff in the service – 35

Number of returns – 35

% returns – 100%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	0 (0%)	1 (3%)	1 (3%)	3 (9%)	30 (86%)

Lifelong Learning Directorate

Number of staff in the service – 175

Number of returns – 124

% returns – 71%

	L0	L1	L2	L3	L4	L5
No. (%)	2 (1%)	4 (3%)	7 (6%)	4 (3%)	23 (19%)	84 (68%)

Community Directorate

Provider Unit

Number of staff in the service – 540

Number of returns – 308

% returns – 57%

	L0	L1	L2	L3	L4	L5
No. (%)	32 (10%)	29 (10%)	22 (7%)	18 (6%)	32 (10%)	175 (57%)

Housing Services

Number of staff in the service – 118

Number of returns – 109

% returns – 92%

	L0	L1	L2	L3	L4	L5
No. (%)	4 (4%)	7 (6%)	4 (4%)	5 (4%)	13 (12%)	76 (70%)

Children's Services

Number of staff in the service – 92

Number of returns – 56

% returns – 61%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	7 (13%)	3 (5%)	3 (5%)	10 (18%)	33 (59%)

Adults' Services

Number of staff in the service – 102

Number of returns – 68

% returns – 67%

	L0	L1	L2	L3	L4	L5
No. (%)	2 (3%)	2 (3%)	2 (3%)	5 (7%)	14 (21%)	43 (63%)

Sustainable Development Directorate

Environment and Technical

Number of staff in the service – 193

Number of returns – 153

% returns – 79%

	L0	L1	L2	L3	L4	L5
No. (%)	4 (2.5%)	8 (5%)	4 (2.5%)	4 (2.5%)	22 (14.5%)	111 (73%)

Planning and Public Protection

Number of staff in the service – 102

Number of returns – 83

% returns – 81%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	9 (11%)	3 (3.5%)	3 (3.5%)	14 (17%)	54 (65%)

Economic and Community Regeneration

Number of staff in the service – 301

Number of returns – 133

% returns – 44%

	L0	L1	L2	L3	L4	L5
No. (%)	10 (8%)	12 (9%)	8 (6%)	11 (8%)	17 (13%)	75 (56%)

4.1.2 Analysis by Post Grade

Chief Officers

Number of staff - 24

Number of returns – 15

% returns – 63%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	1 (7%)	0 (0%)	0 (0%)	3 (20%)	11 (73%)

Grades S01, S02 and P0

Number of staff - 443

Number of returns – 329

% returns – 74%

	L0	L1	L2	L3	L4	L5
No. (%)	3 (1%)	23 (7%)	13 (4%)	18 (5%)	53 (16%)	219 (67%)

Grades 1-6

Number of staff - 1357

Number of returns – 871

% returns – 64%

	L0	L1	L2	L3	L4	L5
No. (%)	54 (6%)	59 (7%)	48 (6%)	43 (5%)	106 (12%)	561 (64%)

4.1.3 Analysis by Workplace

Office-based staff

Number of staff in the area – 994

Number of returns – 774

% returns – 78%

	L0	L1	L2	L3	L4	L5
No. (%)	12 (2%)	44 (5.5%)	28 (3.5%)	32 (4%)	105 (14%)	553 (71%)

Community Care

Number of staff in the area – 289

Number of returns – 212

% returns – 73%

	L0	L1	L2	L3	L4	L5
No. (%)	32 (15%)	25 (11.5%)	12 (6%)	14 (7%)	23 (10.5%)	106 (50%)

Residential Care

Number of staff in the area – 205

Number of returns – 92

% returns – 45%

	L0	L1	L2	L3	L4	L5
No. (%)	3 (3%)	5 (5%)	10 (11%)	6 (7%)	13 (14%)	55 (60%)

Leisure Centres

Number of staff in the area – 212

Number of returns – 59

% returns – 28%

	L0	L1	L2	L3	L4	L5
No. (%)	9 (15%)	6 (10%)	4 (7%)	6 (10%)	7 (12%)	27 (46%)

Museums, Archives and Culture

Number of staff in the area – 45

Number of returns – 21

% returns – 47%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	0 (0%)	2 (9.5%)	2 (9.5%)	11 (52%)	6 (29%)

Libraries

Number of staff in the area – 52

Number of returns – 34

% returns – 65%

	L0	L1	L2	L3	L4	L5
No. (%)	1 (3%)	2 (6%)	3 (9%)	1 (3%)	1 (3%)	26 (76%)

Parks

Number of staff in the area – 8

Number of returns – 6

% returns – 75%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	0 (0%)	1 (17%)	0 (0%)	0 (0%)	5 (83%)

Waste Management Sites

Number of staff in the area – 19

Number of returns – 17

% returns – 89%

	L0	L1	L2	L3	L4	L5
No. (%)	0 (0%)	1 (6%)	1 (6%)	0 (0%)	2 (12%)	13 (76%)

4.2 Human Resources and Skills

The County Council is required to report on the indicator below that focuses on the area of human resources and the development of language skills in order to ensure that the organisation has the necessary skills to provide bilingual services to the customer.

WLI4 – Human Resources – skills

- (a) **Number and % of staff (Welsh-speakers and learners) who have received Welsh language training to the level of a specific qualification.**
- (b) **Number and % of staff who have received language awareness training.**

The following information is provided about the numbers attending the various levels of language training qualifications offered for the reporting period:

Qualification	Number
Wlpan Course (internal)	12
Wlpan Course (external)	1
Wlpan Mid-Course (external)	3
Intermediate Course (external)	5
Intermediate Continuation Course (external)	1
Higher Continuation Course	1
Language Improvement	7
TOTAL	30

As well as the above courses, a small number of staff attended a Welsh in the Workplace course provided by Bangor University and staff have also attended residential courses at Nant Gwrtheyrn.

An element of language awareness training is provided under the Staff Induction Scheme and was received by the following numbers during this reporting period. The number has decreased somewhat since last year as a result of a reduction in the number of staff being recruited. These are the figures for the reporting period in question:

Date	Number
May 2013	7
June 2013	3
July 2013	7
November 2013	20
TOTAL	37

In addition, an element of language awareness training was provided as part of the Induction process for new Elected Members in May 2013.

Before beginning the new term of language lessons in September, two marketing sessions were held in the main offices to enable staff to learn more about the range of lessons available and staff were given an opportunity to speak with language tutors to find the most suitable course for them.

This year, for the first time, one-to-one language lessons were offered and 5 senior officers currently attend these to increase confidence in using Welsh at meetings.

The Human Resources Section is working more closely with the services to monitor the progress of individuals who have learning conditions within their employment agreements as well as monitoring the number of posts requiring Welsh speakers through the recruitment process. The language skills assessment form is still included in the annual appraisal pack and is used as another opportunity to seek to ensure that the skills audit contains current information.

In order to contribute to the process of raising awareness amongst new staff of the benefits of introducing bilingualism to their children from an early age, the 'TWF' pack is included as part of the Staff Induction Pack.

5. Mainstreaming the Welsh Language

The Assembly Government defines mainstreaming as the need to consider the Welsh language in all aspects of the organisation. This means taking every opportunity for promoting and supporting the Welsh language, contributing to the Government's vision of a bilingual Wales, and planning and providing services in both languages. The Assembly Government is 'encouraging mainstreaming issues within ...Welsh local government'. Also it is noted that there is a need for 'mainstream principles to underpin the work of policy making and service delivery across all the responsibilities of such bodies.' Below are some examples of how the County Council is seeking to mainstream the Welsh Language.

5.1 'More than just words'

The County Council is committed to the Strategic Framework for Welsh Language Services in Health, Social Services and Social Care which has been developed by the Welsh Government. It is acknowledged that organisations have a responsibility to identify and respond to language needs as an essential element of care and that language choice should be offered in a proactive manner. The County Council has a

work programme in place, which has been adopted by the 'Penaethiaid' and has been scrutinised by the Language Task Group. It is strongly believed that the objectives of the strategy will only be realised through corporate ownership. The County Council is of the view that we generally meet the requirements expected at this stage. Reference will be made to progress in the Director of Social Services Annual Report to the Care and Social Services Inspectorate Wales.

5.2. Service Action Plans

Progress reports have been requested from services against the targets within the service action plans completed two years ago as part of the Promoting and Facilitating Bilingual Workplaces Project financed by the Language Board. Some examples of good practice can be found in the responses received to date, including:

- An external consultant who works with the Housing Service has been learning a Welsh word a day and a sentence a week for some time and intends to go to Nant Gwytheyrn to learn Welsh. By now the individual has a better level of understanding of the Welsh language.
- One service is eager to display visual information to encourage the use of Welsh.

5.3 Language Task Group

Membership of the Language Task Group has been reviewed and it is chaired by the Language Portfolio Holder, the Leader of the County Council. The Chair of the Corporate Scrutiny Committee is also a member so as to ensure that there is a sufficient link with the scrutiny regime. Recently, the group considered the implications of the proposed Language Standards on the authority and contributed to the County Council's formal response to the Language Commissioner.

5.4 Language Forum

Since the last reporting period, the Language Forum has now been established and has met three times. The establishment of this Forum is a fundamental part of the Council's Corporate Plan and is a means of promoting the development and sustainability of Welsh as a living and thriving language that will be evident in all aspects of the life and work of the island's people and communities. Over the coming years, the Forum is expected to play a key part in developing effective policies and procedures to support and promote the growth of the language on the island. The Forum has high-level representation from a number of key bodies, which ensures that there is a range of skills and experiences to contribute successfully to its aims and objectives.

The Forum is currently considering the priority areas which will form the basis for preparing a robust action plan for the future. It is anticipated that there will be a focus on:

- Influencing the major establishments and developments coming to the island
- Identity and linguistic skills of young people
- Mapping the provision available on a partnership level

5.5 Information Technology

5.5.1 The Website and other Media

Following an audit of County Council websites back in 2010, the County Council was commended on the standard and quality of its Welsh-medium provision.

The Council continues to ensure that all content pages are bilingual, as well as all attached documents and forms. In addition, the website offers convenient browsing and the quality of the Welsh version is on a par with the English version.

The County Council is continuing to extend the provision available via the website in the following ways:

- by providing Facebook bilingually (there are 369 Welsh-medium followers at the moment, compared with 194 followers in 2013);
- by providing 'Twitter' bilingually (there are 1236 Welsh-medium followers at the moment, compared with 420 followers in 2013);
- through the Modern Gov programme which currently provides bilingual minutes of committees and was used to present live election results on 3 May 2013 and the Welsh Government election (Ynys Môn) in August 2013;
- through the ModernGov programme, a bilingual list of Elected Members' interests, gifts and hospitality;
- by providing the bilingual tourism site 'Visit Anglesey' – the site will be completed by April 2014.

5.6 Equality Impact Assessments

We are continuing to work towards securing a consistent approach across the authority in terms of completing effective impact assessments. Templates and guidance notes – which include detailed guidance based on the Welsh Language Board's document 'Advice on Mainstreaming the Welsh Language' – are available on our intranet and the Policy Unit continues to provide support and guidance for services.

To further embed and mainstream equality considerations, we intend to ensure a closer alignment between the equality impact assessment process and project management within the Authority. Initial screening will occur at Project Start-up and will continue to be an integral part of the process.

6. Analysis of Performance by Priority/Target

Progress against the main priorities and risks is reported below:

Action	Target	Update
Implementation of the Council's Transformation Programme	Following the Election, ensure that governance and scrutiny structures are in place.	Language Portfolio Holder appointed. Language Task group meets under the chairmanship of the Language Portfolio Holder.
Implementation of the 'More than Just Words' Strategy	Report on progress against the work programme by 1/4/14	See 5.1.
Incorporating Service Action Plans into Business Plans	Develop a series of performance indicators by 1/9/13	Some services have reported on progress – see 5.2.
Development of Evidence Base for the Welsh language	Complete by December, 2013 following receipt of Census statistics	A draft of the first phase has been received. Final version to be available during the Spring of 2014.
Undertake linguistic Impact Assessments on the County Council's policies and plans	Part of the Strategic Equality Plan action plan adopted on 1/4/12	See progress in this area under 5.6.
Work to develop the area of contracts	See 3.1.4.	See 3.1.4
Implement the Language Standards	Establish appropriate procedures to comply with the Language Standards.	Response to the Inquiry on the Standards has been provided.

In addition to the above, the loss of one full-time post in the **Translation Unit** as part of the efficiency savings in the 2011/12 financial year continues to be a risk.

Also, the fact that the Council has abolished its **Trainee Scheme** for some years now, as part of efficiency savings, poses a risk to the Welsh language. This scheme was important in terms of succession planning within the workforce.

7. Examples of Good Practice

7.1 Development of an Evidence Base for the Welsh language

In considering the island's social and economic characteristics and the need to promote and protect its interests by creating and supporting sustainable communities and developing the economy, the County Council acknowledges the need to create a robust evidence base for the Welsh language and culture. To meet this need, under the Energy Island work programme, the County Council and the Joint Planning

Policy Unit have commissioned a Baseline Study of the Welsh Language on Anglesey. This baseline will provide a comprehensive and accurate picture of the status and prosperity of the Welsh language that will be a robust basis for preparing and steering policies and strategies, assessing the impact of new developments and for negotiating community benefit/mitigation with prospective developers. It is anticipated that this work will have been completed before the summer. In addition, a review has been undertaken ('Arolwg Taith ac Iaith Gwynedd ac Ynys Môn'), which is also an useful evidence source.

7.2. Use of New Media to Promote the Welsh Language

The County Council acknowledges the success of media such as 'Facebook' and 'Twitter' in increasing Welsh-medium dialogue with citizens. Followers of the County Council on 'Facebook' and 'Twitter' have increased again this year (see 5.5.1.). Live publication of the local election results in 2013 was also an inventive use of technology to promote local democracy bilingually.

7.3. Language Charter for Schools

On 14 February 2014 a conference for Head Teachers was held to raise awareness of the benefits of introducing a Language Charter for Schools. This Charter will put a framework in place to promote the use of the Welsh language both educationally and socially in schools. Following appraisal of the positive feedback received at the conference, consideration will be given to the way forward.

7.4. Community Translation Scheme

A Community Translation Scheme Working Group has been established since September 2013 by the County Council, Menter Iaith, Medrwn Môn and the Association of Welsh Translators and Interpreters in order to develop a sustainable model for providing a community translation services for the island. The focus is on finding possible grant sources and the potential to train individuals to undertake simultaneous translation within their communities. This work is an example of strategically seeking to mainstream the language in communities.

8. Publication of Information on Performance

The Monitoring Report will be submitted to the Language Task Group on 20 May 2014 and to the Executive on 9 June, 2014.

The report will be made available to the public on the Council's website and at the island's libraries.

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

Planning a Bilingual Service

Objective	Action	Timetable / target	Responsibility	Progress as at 1/6/14
<p>Policies and new Initiatives</p> <p>We will continue to mainstream the Welsh Language within the Council's policies, strategies and key decisions by strengthening our processes.</p>	<p>Conducting impact assessments on the Council's policies, strategies and key decisions.</p>	<p>Training available for key staff during November, 2011.</p> <p>Template and corporate arrangements in place by 1/4/12</p>	<p>Heads of Service with guidance from the Policy Unit.</p>	<p>See 5.6</p>
<p>Internal Administration</p> <p>We will continue to increase the use of the Welsh Language within the Council's internal administration.</p>	<p>Conduct the project 'Changing Attitudes – Increasing the use of the Welsh Language within the Administration' under the Bilingual Workplaces Scheme run by the Welsh Language Board. This will include running language awareness sessions and the provision of packs to senior officers, managers, commissioners and members of the Executive.</p>	<p>31/12/11</p>	<p>External Consultant funded by the Welsh Language Board.</p>	<p>Project completed successfully and End of Project Report presented to the Welsh Language Board by 31/3/12</p>
<p>We will persuade services to increase the use of the Welsh Language</p>	<p>Conduct a Language Champions pilot scheme within the services</p> <p>Heads of Service to create Service Action Plans</p> <p>Utilise the Translation Unit's data to monitor the increase in the use of the Welsh Language .</p>	<p>Continuous</p> <p>1/4/12</p> <p>Continuous</p>	<p>Heads of Service/Policy Unit</p> <p>Heads of Service/Policy Unit</p> <p>Policy Unit/Translation Unit</p>	<p>Implementation guidance prepared for Champions</p> <p>Continuing to analyse patterns relating to use of Welsh language</p> <p>Induction will be provided for new Elected Members on the principles of the Welsh Language Scheme.</p>

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

Presenting Bilingual Services

Objective	Action	Timetable / Target	Responsibility	Progress as at 1/6/14
<p>Services through Contract</p> <p>We will ensure that we convey and monitor the requirements of the Welsh Language Scheme to third parties who provide services through contract on behalf of the Council.</p>	<p>Inspect a sample of contracts to ensure language conformity.</p>	<p>Create a rolling programme of contracts to be inspected by 1/4/12</p>	<p>Policy Unit to lead in collaboration with Heads of Service.</p>	<p>Slippage in this target due to other requirements. Review of requirements of the 'Procurement Guidelines' has started.</p>
	<p>Update the Staff Guidelines on obtaining services through contract to conform with the principles of the Welsh Language Board's 'Procurement Manual'</p>	<p>30/6/12</p>	<p>Policy Unit.</p>	<p>Production of Commissioning Strategy by Sept 2013. Initial register of the Council's main contracts completed. See 3.1.4</p>
<p>Youth Services</p> <p>We will ensure that the Youth Service promotes the use of the Welsh Language.</p>	<p>Report to the Welsh Language Board in the Monitoring Report on how the Service promotes the Welsh Language and increases opportunities to use the language.</p>	<p>Annually</p>	<p>Children and Young People's Partnership Manager/Youth Service Manager.</p>	<p>A report has been prepared on this.</p>
	<p>Provide language awareness training to the Youth Club leaders.</p>	<p>3/9/11</p>	<p>Menter Iaith Môn in collaboration with the Council.</p>	<p>Training was held successfully.</p>
	<p>Identify a language champion for the Children and Young People's Partnership.</p>	<p>31/12/11</p>	<p>Children and Young People's Partnership Manager.</p>	<p>Language Champion has been identified but further opportunities identified as a result of Partnership Rationalisation.</p>

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

Dealing with the public who speak Welsh

Objective	Action	Timetable / Target	Responsibility	Progress as at 1/6/14
Services Through the Medium of Welsh We will re-raise staff awareness	Re-publication of staff guidelines that provide guidance on providing services in the chosen language of the service user.	When publishing the revised Welsh Language Plan.	Policy Unit.	Completed.
We will promote the use of the Welsh Language in meetings	Provision of Guidelines on conducting Bilingual Meetings Provide training on the principles of the Guidelines for Chairpersons	1/4/12 1/9/12	Policy Unit. Human Resources	Work has commenced. Bilingual Meetings Guidelines on the Council's intranet. Community Translation Scheme contributes towards this aim on a community level.
We will monitor the quality of written information produced.	Provision of a proofing service via the Translation Unit.	Continuous.	Translation Unit.	Continuous.
We will monitor the quality of the service provided through the medium of Welsh.	Commission a mystery shopper exercise. Receive service reports on the use of the Welsh Language.	During 2013 if funding is available (the last one was commissioned during 2010) Annual	Commission an external consultant to undertake the work. Heads of Service/Policy Unit	This has happened as part of the Citizens' Survey carried out during March 2012. Updates on progress against the action plans have been requested from services.

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

The Council's public face

Objective	Action	Timetable / Target	Responsibility	Progress as at 1/6/14
We will promote the Welsh Language through information technology	Job application forms available via the website	July/August, 2012	HR Section/Web Manager	Work is within the target.
	New democratic system available on the website which will include information about Elected Members, minutes, bilingual consultations and e petitioning arrangements.	July/August, 2012	IT Section	Work is within the target.
	New portal available for housing tenants to enable them to make an appointment with the Council and report maintenance requests (and monitor progress) online	April, 2013	IT Section	Will be available over the summer. (Tenants will also be able to view rent account balances via the new portal)
	Ensure that a policy on the use of 'Twitter' is in place.	December, 2012	IT Section	Work is within the target.
	Establish a Tourism Forum	April, 2012	IT Section	This is happening.
	We will continue to ensure that all the Council's signs are bilingual	We will continue to implement the current arrangements	Aiming at 100% compliance	Highways and Transportation Service
Publication of a list of place names on the Council's website		April, 2012	Policy Unit/Highways and Transportation Service	List presented to the Language Task Group on 22 May 2012.

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

Implementing and Reviewing the Scheme

Objective	Action	Timetable / Target	Responsibility	Progress as at 1/6/14
We will implement the Council's Skills Strategy	Strengthen our the monitoring arrangements of the language skills of staff according to department, grade and workplace with the assistance of Northgate software by:	Annually	Heads of Service	
	Updating the Skills Audit through the appraisal process	December, 2011 and then annually	Heads of Service	This was done in December 2011.
	Conducting the Jobs Audit	Commence the process in December, 2011 and complete by the end of March, 2012.	Heads of Service	Language designation of posts available and work to include this on the HR/Wages system continues.
	Comparing the skills needs with the available skills	April-May, 2012	Heads of Service	New appraisal system addresses these actions. See progress under 4.2.
	Strengthen skills by identifying training needs and monitoring staff progress against targets	June-August, 2012 (completion of the work programme)	Heads of Service	
We will provide Welsh Language Training for staff	Lessons are provided annually via the Human Resources Section	The number of staff attending training is reported in the Annual Monitoring Report to the Welsh Language Board	Human Resources Section	This has been done.

Appendix 1 – Language Scheme Action Plan and Timetable (2011-14)

Objective	Action	Timetable / Target	Responsibility	Progress as at 1/6/14
We will provide language awareness training	<p>Provide a language awareness training as part of the induction training programme for new staff</p> <p>Provide language awareness training to some staff members in Leisure Centres as part of the Bilingual Workplaces Scheme sponsored by the Welsh Language Board.</p> <p>Provide a module on the Welsh Language to staff on the intranet as part of the Equalities e learning package</p>	<p>Sessions are conducted on a monthly basis (dependant on staff numbers)</p> <p>November-December, 2011</p> <p>April, 2012</p>	<p>Human Resources Section</p> <p>In collaboration with 3 other County Councils</p> <p>HR Section</p>	<p>This happens regularly.</p> <p>Council has participated in the Scheme.</p> <p>The software licence was not renewed because of the cost. Considering other options.</p>
We will ensure that complaints are dealt with in accordance with the Council's corporate standards	Incorporate the Welsh Language into the corporate model 'Concerns and Complaints' so that it is possible to resolve cases before they become acute.	Model to be introduced following the 2012 local elections.	Corporate Complaints Officer	See 3.2 of the monitoring report.
We will ensure that we monitor compliance with the requirements of the Welsh Language Scheme	Role and Remit of the Language Task Group has been revised to monitor progress and identify risks.	Quarterly meetings. Receive statistics on staff appointments on a quarterly basis. Report on any risks or gaps in performance to the Corporate Scrutiny Committee to scrutinise as the need arises.	Policy Unit to coordinate	This is happening.

Questions on Priority Areas – Youth Service

In response to the questions asked, we are able to report as follows for 2013/14:

1. Provision

The service is provided at level (iii) – comprehensive provision.

Number of Youth Clubs where all staff are fluent Welsh speakers and where the service is entirely bilingual.	27 clubs
Number of Youth Clubs where at least one member of staff is a fluent Welsh speaker with Welsh being a second language for the remainder.	3 clubs
Number of Youth Clubs where Welsh is a second language for staff.	0
Number of Clubs with at least one member of staff who is a fluent Welsh speaker present every evening.	30 out of 30 clubs
Service level agreement with the Urdd and Young Farmers to support a network of Welsh clubs across the island for children and young people.	6 YF clubs Urdd – community provision x 13, including clubs, sections and senior sections. Activities in 48 out of the 53 schools.
Service level agreement with the Urdd and Young Farmers to support a wide range of activities through the medium of Welsh, including Eisteddfodau, Sports, Entertainment Competitions, Public Speaking, Activities Rally, Stock Judging Competitions. An extensive Welsh-medium training programme provided for all competitions by the 2 organisations. The majority of the activities will lead to an opportunity to compete on a national level in Welsh. Also, the Urdd and Young Farmers have offered a range of courses for young people which have led to national and local accreditations.	
A fully bilingual joint bus outreach service with voluntary organisations.	3 or 4 nights a week
Youth Forums Project (Children and Young People's Partnership and Local Voices – Medrwn Môn). 5 Area Forums are held, one County Forum and a number of other task and finish activities.	6 Youth Forums
In addition, Urdd has a Youth Forum and Young Farmers are in the process of re-establishing one.	2 Youth Forums
Duke of Edinburgh Award Outdoor Centre – 8	7 are bilingual
Groups working towards achieving accreditation in Youth Achievement Schemes (ASDAN), Agored Cymru	15 groups
Youth Workers appointed to work in all schools, to offer support	4 of the 5

Appendix 2 – Questions on Priority Areas

to young people in danger of becoming disillusioned with formal education. A range of courses offered and, through working with Urdd Gobaith Cymru, a wide range of training opportunities were offered in Open Air Activities – an area where traditionally not many Welsh speakers are able to support this type of activity.	secondary schools and their catchment areas offer a Welsh-medium service
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2. Joint working with partners

There is a Service Level Agreement with the Urdd and Young Farmers to offer Welsh-medium clubs and activities on area, county and national levels.

The Urdd has been working hard to develop their Training Programme to offer a range of accredited courses for young people through the medium of Welsh, including course modules for Young Leaders; Canoeing Accreditation; First Aid and Producing Digital Videos. They have also held courses for Leaders to enable them to lead on work with groups of youths. This is in addition to the wide-ranging activities that happen on an annual basis to prepare children and youths for Local, County and National Eisteddfodau.

Standard programmes are provided by Young Farmers Clubs throughout the year in the 6 clubs, as well as a broad programme of various activities for the county. Training is provided through the medium of Welsh for officers and the clubs and the County Federation offer training in areas as broad as Judging Stock, Public Speaking, Reading, Entertainment and Performing. Their programme was extended this year to include Field Days.

The Urdd has a very lively Youth Forum and Young Farmers are in the process of re-establishing their Forum. Llais Ni are now working with the Local Voices project (Medrwn Môn) to develop democratic skills amongst young people, eg a 'Question Time' session was held with a Panel including the Member of Parliament, Assembly Member, Leader of the Council and the Council's Chief Executive on Energy Island and its implications for the county's youth. This was fully bilingual.

During 2013-14, Penmynydd Youth Centre was transferred to the Urdd to develop a Rural Youth Centre and establish a centre for the organisation on the island to be developed as a centre for Welsh and rural developments on the island. The building has been taken over and offers a good home for a vast number of the organisation's activities and meetings, and also offers accommodation for the local Young Farmers Club, as well as a number of local associations for adults, thereby promoting and sustaining Welsh culture in the area.

The Youth Services' Accreditation Development Worker has been working with the Urdd, through the Potential project and provided opportunities for young people to complete courses such as Creative Writing and Open air Activities Courses through the medium of Welsh. The Urdd has also played a key part in supporting the work of

Appendix 2 – Questions on Priority Areas

developing youth services' staff to enable them to offer the expeditions element of the Duke of Edinburgh Awards.

Membership Targets:

The Urdd and Young Farmers have exceeded their targets to increase membership levels in 2013-14 and this year's membership for both organisations will not close until the end of the summer.

Supporting and Maintaining Welsh-medium Activities: Young Farmers secured a grant through Llwyddo'n Lleol to enable them to get a Welsh Band for the Club Rally dance this year. 500 young people attended. They also worked jointly with the Royal Welsh Show Appeal Committee and approximately 2,500 attended various Welsh-medium activities during the spring, summer and autumn of 2013.

3. **Staff Skills**

Staff Recruitment - Youth Service Staff Profile

	Full-time Staff	Part-time Staff
Staff who are fluent Welsh speakers	11	58
Staff with Welsh as a second language	2	14
Non-Welsh speaking staff	0	1

Full-time posts – Welsh essential. Members of staff wishing to attend Language Improvement courses are released during work time in order to improve their skills to use the language. All correspondence from the main office is expected to be bilingual.

Part-time Staff – Welsh essential in 27 youth clubs and desirable in the other 3. In clubs where Welsh is desirable, it is sought to ensure that at least one member of staff is a fluent Welsh speaker. 'Welsh desirable' areas are decided based on the percentage of Welsh-speaking young people in the area.

All clubs are expected to comply with the Welsh language guidelines for clubs which were presented to the Seminar in 2011. Monitoring is undertaken by pastoral staff to ensure that this is adhered to by all clubs. This is followed up with further training if the need is identified at appraisal meetings during April-July.

When undertaking interviews for new staff, we ensure that all members of staff display goodwill towards the Welsh language.

The service records annually the number of members noting that they are Welsh-speakers, numbers with some skills in the Welsh language and numbers with no Welsh language skills.

Appendix 2 – Questions on Priority Areas

4. Finance

Section	Organisation	Agreement	Sum	Length of agreement	Comments
Grant from Youth core budget	Urdd	SLA	£20,380	2013/14 Grant	To remain the same for 2014/15
Grant from Youth core budget	Anglesey Young Farmers Federation	SLA	£20,380	2013/14 Grant	To remain the same for 2014/15
CYPP	'Llais Ni'	SLA	£12,200	2013/14 Grant	Develop participation amongst children, young people and families through ' Llais Ni '.
Local Voices (lottery grant)	'Llais Ni'	SLA with Medrwn Môn	£22,500	2013-17 Grant	Develop the democratic skills of young people and children through ' Llais Ni '.
Families First Grant	Youth Service and Red Cross	SLA	£50,000	To be reviewed at the end of September 2014.	Provision of a bilingual outreach service

The administration of the Youth Service is fully bilingual, therefore these costs form part of the department's basic essential administration (budget includes external grants of approximately £600k).

5. Consultation

Regular consultation was undertaken with staff during pastoral support to ensure that the service's language policy is adhered to.

Questions on Priority Areas – Children and Young People’s Partnership

In response to the questions asked, we can report the following for 2013/14:

How do you as a local authority ensure that members of your Children and Young People’s Partnership comply with the requirements of your Welsh Language Scheme?

The Anglesey Children and Young People’s Partnership is no longer in existence. The work is led by the Local Service Board.

Information regarding language issues is requested from providers as part of quarterly monitoring.

How do you assess the extent to which the Welsh language services offered through the Partnership meet the needs of young people in the county?

Annual agreements ensures that all services funded through the grant provide bilingual services. The linguistic needs of service users forms part of quarterly monitoring, ie. the users’ preferred language.

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	THE EXECUTIVE
DATE:	9 JUNE 2014
SUBJECT:	COUNCIL TAX HELP FOR PENSIONERS 2014/2015
PORTFOLIO HOLDER(S):	COUNCILLOR HYWEL EIFION JONES (PORTFOLIO HOLDER – FINANCE)
HEAD OF SERVICE:	RICHARD MICKLEWRIGHT (ACTING HEAD OF FUNCTION – RESOURCES AND SECTION 151 OFFICER)
REPORT AUTHOR: TEL: E-MAIL:	GERAINT H. JONES – REVENUES AND BENEFITS MANAGER 2651
LOCAL MEMBERS:	NOT APPLICABLE

A - Recommendation/s and reason/s
<p>To approve an Isle of Anglesey County Council scheme to help pensioners reduce their Council Tax for 2014/2015 in accordance with the qualifying criteria of entitlement as outlined in the scheme given in Appendix A. The outlined scheme will extend the Welsh Government’s Pensioner Grant for 2014/2015 only.</p> <p>The Welsh Government has abolished the Pensioner Grant for 2014/2015 and subsequent years and has allocated funding, within the Revenue Support Grant, of £90k to the Local Authority to spend how it wishes. For 2013/2014, the Welsh Government allocated a total of £4m to help pensioners who were in receipt of partial Council Tax Reduction support, up to a maximum of £100. The total spent in Anglesey was £83k with additional £5k as administration funding. The grant was means tested.</p> <p>During 2013/2014, 960 pensioners received support to reduce their Council Tax under the Pensioner Grant scheme, with 690 receiving the maximum entitlement of £100.</p>
B - What other options did you consider and why did you reject them and/or opt for this option?
<p>A number of options were considered :</p> <ul style="list-style-type: none"> • To absorb the additional Revenue Support Grant funding into the Council Tax Reduction Scheme to reduce the shortfall in the funding of that scheme. This would have removed the additional Pensioner Grant completely from 2014/2015; • Not to allocate all the funds transferred into the Revenue Support Grant for the Pensioner Grant e.g. only giving a maximum of £50 and the remaining balance being used to support the 2014/2015 budget strategy. The approved budget for 2014/15 includes provisions of £400k to meet the shortfall in the Welsh Government funding of the Council Tax Reduction Scheme and £90k to meet the cost of the Pensioner Grant. There is, however, no commitment for 2015/2016 onwards with regard to the Pensioner Grant.

- Whether the £90k could be used for other purposes e.g. top up of Discretionary Housing Payments scheme or creation of a future specific hardship fund from 2015/2016 onwards to meet possible additional Council Tax costs to households who currently have their Council Tax costs met in full under the current Council Tax Reduction Scheme. The 2014/2015 budget provides £90k to meet the cost of the Pensioner Grant scheme.
- A review is currently being undertaken by Caerphilly County Borough Council to establish for 2014/2015 and from 1 April 2015 onwards what the intentions of local authorities in Wales are regarding the use of the former Pensioner Grant budget – to date 11 Welsh authorities have responded stating:-
 - 1 not yet decided;
 - 7 apply the Welsh Government’s Scheme of 2013/ 2014 in 2014/ 2015;
 - 1 apply part of the Welsh Government’s Scheme of 2013/2014 in 2014/2015 and the balance to support the 2014/2015 budget strategy;
 - 2 support the shortfall in the Council Tax Reduction Scheme and remove the Pensioner Grant Scheme completely.

All 11 authorities advised no decision had been made as regards 1 April 2015 onwards.

C - Why is this a decision for the Executive?

This Authority, since April 2009 to March 2013, under a scheme approved by the Executive on 6 October 2009, has used grant funding from the Welsh Government to support and provide pensioners with additional support to meet their Council Tax costs. With the introduction of the Council Tax Reduction Scheme in April 2013, the Welsh Government introduced its own pan Wales grant funded scheme administered by local authorities on its behalf. From April 2014 the Welsh Government discontinued with the scheme allowing Authorities to spend the grant money as they wished.

The County Council, on 27 February 2014, in its budget strategy approved a budget of £90k for a Pensioner Council Tax Grant scheme to apply for 2014/2015.

The Executive is required to adopt a scheme to apply for 2014/2015.

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

This scheme is consistent with the County Council’s wishes in its budget strategy for 2014/2015.

D - Is this decision within the budget approved by the Council?

£90k is included in the Authority’s 2014/2015 budget to pay for the cost of the proposed scheme. The cost of the scheme will not exceed £90k.

DD - Who did you consult?		What did they say?
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	
E - Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	
F - Appendices:		
Appendix A - Isle of Anglesey Council Tax Pensioner Grant Scheme 2014/2015		
FF - Background papers (please contact the author of the Report for any further information):		
Revenue Support Grant Settlement 2014/2015		

Isle of Anglesey Council Tax Pensioner Grant Scheme 2014/2015

The purpose of the Pensioner Grant Scheme is to award an amount to reduce Council Tax to eligible persons in Anglesey.

Criteria for award:

1. The qualifying age for support is 60. The relevant qualifying date for determining eligibility will be the 30 June 2014. Either the liable person or the partner of the liable person should be at or above the qualifying age as at the specified date.
2. If the qualifying criteria is as at the 30 June 2014, then no further assessment of eligibility is required for the financial year 2014/2015.
3. Persons eligible will qualify for partial Council Tax Reduction, but not the maximum level of support as at the qualifying date.
4. The minimum amount of award to each person will be £5.
5. For the purposes of allocating the assistance, the net liability is calculated as follows:-

The gross Council Tax charged for 2014/2015

LESS:

- a) any discounts or reductions applied under the legislation by the Isle of Anglesey County Council;
 - b) any Council Tax Reduction amounts awarded to the liable persons.
6. An individual will only qualify for assistance once during the financial year and support will be limited to one payment per household.
 7. The amounts awarded will be up to a maximum level of £100 that will apply across all areas of the Isle of Anglesey County Council.
 8. Should the net liability be below the maximum level, then the credit to the Council Tax account will only be up to the net liability.

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	EXECUTIVE COMMITTEE
DATE:	9 JUNE 2014
SUBJECT:	CAPITAL BUDGET 2013/14 OUT-TURN
PORTFOLIO HOLDER(S):	COUNCILLOR H E JONES
HEAD OF SERVICE:	RICHARD MICKLEWRIGHT
REPORT AUTHOR:	BEN DAVIES
TEL:	01248 752610
E-MAIL:	BenDavies@anglesey.gov.uk
LOCAL MEMBERS:	NOT APPLICABLE

A - Recommendation/s and reason/s	
To note the report.	
B - What other options did you consider and why did you reject them and/or opt for this option?	
Not applicable.	
C - Why is this a decision for the Executive?	
To enable the Executive Committee to be responsible for monitoring of the capital budget at a corporate level.	
CH - Is this decision consistent with policy approved by the full Council?	
Not applicable.	
D - Is this decision within the budget approved by the Council?	
Not applicable.	
DD - Who did you consult?	
	What did they say?
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
E - Risks and any mitigation (if relevant)	
1	Economic
2	Anti-poverty
3	Crime and Disorder
4	Environmental
5	Equalities
6	Outcome Agreements
7	Other
F - Appendices:	
Appendix A: Provisional capital outturn 2013/14 (including Table A)	
FF - Background papers (please contact the author of the Report for any further information):	
Not applicable	

PROVISIONAL CAPITAL OUTTURN 2013/14**1. BACKGROUND**

1.1 During the year progress against the capital budget and any financial consequences have been reported quarterly. This report gives the situation for the year just ended and draws attention to any problems identified. I will report any significant changes to final out-turn on the capital budget, as necessary, in the first appropriate report for the current year. The relevant departments will report on any individual projects according to normal reporting arrangements.

1.2 Expenditure on major items in the capital budget is shown below:-

Major Capital Projects	Funding	Expenditure in Year £'000	Cumulative Spend £'000	Total Project Budget £'000
Ysgol y Bont- relocation	IOACC / WG	6,707	11,269	10,932
Strategic Infrastructure on Anglesey – Llangefni & Mona Sites and Premises	WEFO / WG	235	235	1,716
Highways Local Government Borrowing Initiative (LGBI)	WG	1,785	3,580	5,300
Penhesgyn Household Waste Recycling Centre (HWRC)	IOACC	295	1,281	1,000
3 Towns Regeneration	IOACC/Convergence	830	5,789	7,768
Coastal Environment	IOACC/Convergence			
Smallholdings Programme of Improvements	IOACC	683	4,172	Contingent
Equal Pay 2013/14	IOACC	3,300	3,300	3,300

1.3 Major projects and schemes commenced during the year:

1.3.1 No major projects or schemes were commenced during the year.

1.4 Major projects and schemes completed during the year:

1.4.1 There were two major projects that were completed during the year.

1.4.2 The first of these being the completion of the improvement works to the Penhesgyn Household Waste Recycling Centre (HWRC). As previously reported, the HWRC site was completed and opened in July. As previously reported, the initial budget was increased from £850k to £1m to enable additional enhancement works to be performed. Further expenditure was incurred in Quarter 2 of this year and the project overspent on the £1m budget by £0.3m. Part of the overspend is attributable to the initial designs/plans and the service are investigating options to minimise the final cost to the Authority, whilst additional work was commission namely constructing an additional slab for storage of green waste and further concreting works for access roads and car parking.

- 1.4.3** The second project being the construction of a new building for Ysgol y Bont. As previously reported, the construction works were several weeks behind schedule. The school was completed in the early part of quarter four and little further expenditure is anticipated. The project, as previously reported as anticipated, was overspent by £0.3m. The WG grant has been claimed in full.
- 1.5** Major ongoing projects and schemes commenced in prior years and continuing beyond 2013/14:-
- 1.5.1** There were a number of projects and schemes commenced prior to this year which run beyond 2013/14.
- 1.5.2** The smallholdings programme of improvements (financed from the ring-fenced capital receipts from the sale of smallholdings) has now completed its fourth year. The programme of works was reviewed and revised during the year to focus on high priority works. This was due to depressed market conditions resulting in the timing of capital receipts falling behind expenditure over the last three years. The programme continues to run ahead of capital receipts, with a deficit of £2,051k at 31 March 2014. In the meeting for this committee in February a report was requested from the Head of Environmental and Technical on the programme of improvements and how the deficit position was being addressed. This report was presented to this committee in March. It is anticipated that the revisions to the programme of works and the sales of smallholdings will see the programme return to a balanced/surplus funding position in the next year.
- 1.5.3** The European Convergence funded Three Towns (Physical Regeneration) Scheme was significantly complete at the year end. The significant portion of the budget related to Holyhead Townscape Heritage Initiative projects, and providing grants to private property owners to refurbish commercial and second floor flats in the town centre. The available grant fund had all been offered by the year end, with the works expected to be carried out and funds claimed by late 2014.
- 1.5.4** It has been reported previously that the Coastal Environment Project has been extended, with additional funding being made available during 2013/14. Works commenced on this project towards the end of the year and are expected to be completed in early 2015.
- 1.5.5** The second year of the three year Highways Local Government Borrowing Initiative scheme has now been completed. The scheme will see a total of £5.3m invested in total, resulting in improved functionality and condition of the Authority's highways asset. Works completed to date have been on track and in line with the plans and business cases approved by the Welsh Government.

2. EXPENDITURE IN THE YEAR

2.1 Provisional outturn is £24.1m. This is lower than the previous year (£25.4m).

2.1.1 There has been an reduction in year on year expenditure as a result of:

- (i) reduced activity on some ongoing projects/schemes, including: (a) HRA works (£5.5m less than 2012/13) mainly due to the WHQS programme of works which was completed in the third quarter of 2012/13 and (b) minor works to schools (£0.6m), Penhesgyn HWRC (£0.7m), smallholdings programme of improvements (£0.4m), Anglesey Coastal Environment Project (£0.4m), other schemes (£1.1m);

- (ii) schemes completed in 2012/13 such as the WG funded Streetscape and Environmental Works 2012/13 (£0.4m), the WG funded upgrade works to leisure centres (costing £0.8m in 2012/13), other schemes (£0.3m).

2.1.2 This was countered to an extent by increased expenditure as a result of:-

- (i) new items such as equal pay claims (£3.3m) and the WG funded Learning in Digital Wales grant (£0.6m).
- (ii) increased activity on ongoing projects and schemes such as: private sector housing grants (£0.7m), the WG funded relocation of Ysgol y Bont (£2.4m), and other projects and schemes (£1.9m).

2.2 The total budget available for spending in 2013/14 was £28.8m. There are also some unallocated contingencies. A significant part of the core capital budget is funded from resources which can be carried forward.

2.3 The expenditure by programme can be summarised as follows:-

	GENERAL		HOUSING (HRA)		HOUSING (PRIVATE)		TOTAL	
	£000	%	£000	%	£000	%	£000	%
Original	15,040		4,948		900		20,888	
Brought Forward	2,394		0		1,227		3,621	
Changes in Year	3,649		0		654		4,303	
Total Available	21,083		4,948		2,781		28,812	
Expenditure	19,243	91	3,169	64	1,693	61	24,105	84
Slippage	1,840	9	1,779	36	1,088	39	4,707	16

2.3.1 This shows that £28.8m was available and allocated in 2013/14, £20.9m from the original budget, a further £3.6m brought forward and £4.3m net arising in the year.

2.4 Overall, it is expected that projects and budgets totalling £2.2m will transfer to the 2014/15, together with unallocated contingencies of £3.3m.

2.5 The comparable expenditure for 2012/13 was:-

	GENERAL		HOUSING (HRA)		HOUSING (PRIVATE)		TOTAL	
	£000	%	£000	%	£000	%	£000	%
Total Available	19,705		9,800		2,315		31,820	
Expenditure	15,589	87	8,751	89	1,088	47	25,428	80
Slippage	4,116	21	1,049	11	1,227	53	6,392	20

2.6 There were a small number of cost over-runs during the year which are funded from service revenue budgets.

2.7 The most significant risks, as reported during the year, were the relocation of Ysgol y Bont, the smallholdings programme of improvements and the final account for the Convergence funded Coastal Environment works to Beaumaris Pier. Ysgol y Bont was completed during the year, with the significant majority of expenditure having been incurred and an overspend position of £0.3m at the year end. The WG grant funding has been claimed in full. The smallholdings programme of improvements continues, as noted in section 1.5.2. The rectification works to Beaumaris Pier have now been completed and the final account is expected to be issued in the near future. It has previously been reported that there are ongoing discussions over the actual value of the works carried out under the contract; this may result in the Council being required to pay an additional sum under the works contract but the value of this sum cannot be assessed with certainty at this time.

3. CAPITAL RESOURCES

3.1 CAPITAL GRANTS

3.1.1 In previous reports it was reported that, for some grant aided projects, it would be necessary to spend the entire budget before year end or face the potential loss of resources. According to provisional out-turn figures the position on these schemes and projects is:-

21st Century Schools Transitional Funding (Tranche 3) – Relocation of Ysgol y Bont

Allocation for the year fully spent.

Flying Start

Almost fully spent in year (99% of allocation).

Learning in Digital Wales

Fully spent in year.

Anglesey Coastal Environment Project (extension)

WG allocation for the year fully spent.

Llangefni Link Road Phase 1

Fully spent in year.

Enterprise Zone Signage

Fully spent in year.

Regional Transport Consortia Grant

Almost fully spent in year. All intended outcomes achieved, but at a lower cost than originally estimated.

Local Government Borrowing Initiative

Almost fully spent in year, some minor slippage into 2014/15 but this is not expected to impact upon grant eligibility.

Safe Routes in Communities Grant

Fully spent in year.

Sustainable Waste Management Grant

Fully spent in year.

Houses into Homes Loans

Nearly fully spent in the year (96%).

Empty Homes Renovation

Fully spent in the year.

3.2 CAPITAL RECEIPTS

3.2.1 The provisional actual receipts on a 'useable' basis are shown below:-

Capital Receipts (Useable)*			Budgeted Receipts £000	Receipts as at Q4 £000
Housing:	Housing Revenue Account	Right to Buy Sales	75	47
	Private Sector Housing	Land Sales	500	34
		Sales of plots	} 150	60
		Repaid Charges Repaid grants		
Other:	Smallholdings**		250	221
	General & Industrial		600	567

* Not including capital contributions

** Smallholdings income against indicative budget

3.2.2 HRA capital receipts are short of the budget, mainly due to the £0.5m that was anticipated from land sales not being achieved. However, slippage in the programme compensates for this shortfall.

3.2.3 The private sector housing capital receipts were below budget but this is not a significant figure. These receipts are more challenging to forecast as they are driven by the actions of the recipient of the funding.

3.2.4 The receipts shown against smallholdings have been ring-fenced to finance the improvement of the Authority's smallholdings portfolio. As detailed in section 1.5.2, the expenditure is ahead of capital receipts but the receipts are expected to catch up in the coming year.

3.2.5 The Council Fund general and industrial capital receipts almost achieved the budget for the year. It should be noted that forecasting the level and timing of capital receipts remains challenging. On this basis the budget for 2014/15 has not assumed a level of capital receipts will be achieved, this position can be reviewed as the year progresses.

4. FINANCING

4.1 At the time of producing this report, the financing of the capital programme is being finalised and the final position will be reported in the Statement of Accounts for 2013/14.

4.2 Borrowing is covered in separate reports on Treasury Management. One loan for £6.5m matured during the year and no new borrowing was taken out as it was decided that, subject to ongoing review, continuing to internalise borrowing would be most beneficial in the current economic climate. This resulted in external borrowing at the year end of £89.6m (31 March 2013: £96.1m). The average rate of the debt portfolio was 5.6% during the year. The capital financing requirement brought forward was £10.3m below external borrowing (i.e. £10.3m of borrowing had been internalised). The financing options for 2013/14 are being finalised and it will be necessary to further extend the capital financing requirement and, therefore, the extent of internal borrowing.

5. UNALLOCATED CONTINGENCIES AND SLIPPAGE

5.1 The unallocated contingencies will slip into 2014/15 and become:-

• Feasibility Studies	£0.5m
• Asset rationalisation	£2.1m
• Matchfunding / regeneration contingency	£0.2m
• Leisure Improvements	£0.2m
• Unallocated	£0.3m

The unused element of the unsupported borrowing contingency is not carried forward.

5.2 Most of the slippage on general capital budgets (Council Fund £1.2m and Council Fund Housing £1.0m) will transfer to the current year. No slippage has been provided against the Housing Revenue Account: the 2014/15 programme will be reviewed based upon 2013/14 outturn.

6. LOOKING AHEAD

6.1 The significant items worthy of note at this point are as follows:-

6.2 21st Century Schools: There are two elements to 21st Century Schools programme to note. These are the Strategic Outline Case (SOC) for the schemes within Bands A – D and the Strategic Outline Programme (SOP) for the programme as a whole.

6.2.1 The original Band A contained a single scheme for a new primary school in Holyhead. As previously reported a revised SOP approved by the Welsh Government. The revised SOP contains additional schemes and the Band A now contains, amongst others, plans for the Llannau area. A revised SOC for the Holyhead scheme is intended to be submitted to WG this summer and the SOC for the Llannau area is due to be submitted to WG in the coming weeks.

6.2.2 Progress with the SOC's is being reported separately and updates will be included in these quarterly reports as appropriate.

6.3 It has previously been reported that Local Partnerships have been working with officers to carry out option appraisal work with regards to the Council's asset rationalisation programme. A report on the 'Options Appraisal of Potential Delivery Solutions' was provided earlier in the year. Since then, Local Partnerships have been retained to carry out further work to develop proposals that are aligned with the transformation of key services and the associated asset requirements. It is intended that relevant services will be presenting their transformation plans in due course.

6.4 It has previously been reported that officers are performing planning and preparatory works on the Beaumaris Flood Alleviation Scheme with a view to securing Welsh Government grant funding which, if successful, will require an element of match funding. The service await the outcome of the bid from WG and are very hopeful of a successful outcome.

6.5 As reported in the quarter three report, officers have submitted a bid to WEFO for funding of £520k in order to perform Phase 2 of the Llangefni and Mona Sites and Premises Project. This second phase involves the construction of a further three BREEAM "Excellent" business units on the Pen yr Orsedd site. The outcome of this bid is expected in the coming weeks.

- 6.6** On a final note, as reported in the quarter three report, the County Council submitted a second stage proposal for the Vibrant and Viable Places (VVP) grant scheme. The Welsh Government has now approved the bid and the offer letter is awaited. The funding is dependent upon other sources of match funding and work is currently being performed to secure this, including submission of bids to separate funding bodies. A programme board has been set up and a programme manager has been appointed to move forward with detailed plans and bids. The grant offer letter from WG is awaited but is anticipated that £2m will need to have been claimed by the end of 2014/15. Progress on this will be reported during the year.

Table A

Provisional Capital Outturn 2013/14

Projects	Budget 2013/14 £'000	Slippage 2012/13 £'000	Total £'000	Expenditure £'000	%	Comments
Housing	6,955	1,227	8,182	4,862	59	
Council Houses	4,948	0	4,948	3,169	64	Works generally proceeded as anticipated. There was quite a significant level of slippage due to the timing of the commencement of works and the progress being made by some appointed contractors.
Private - Grants	1,947	774	2,721	1,573	62	Slippage is as anticipated. This is due to WG funding being made available which was used in place of the Authority's initial budget allocation. The two grant sources were the Empty Homes Renovation Grant, of which the full £160k was spent in the year. The other grant was the Houses into Homes loans scheme; a total of £434,000 was available, the significant amount of which was spent during the year.
Affordable Housing	60	453	513	120	23	As previously reported, other expenditure priorities were being considered jointly with the funding required for the mortgage rescue/homebuy scheme, which will benefit from a contribution from Cymdeithas Tai Eryri. This was the position through most of the year and as a consequence there is slippage into 2014/15.
Education	6,870	2,012	8,882	8,461	95	
Ysgol y Bont - Relocation	4,500	1,868	6,368	6,707	105	As previously reported, the construction works were several weeks behind schedule. The school was completed in the early part of quarter four and little further expenditure is anticipated. The WG grant has been claimed in full.
21st Century Schools Band A - New Primary School Holyhead	545	42	587	10	2	As previously reported, the Strategic Outline Case (SOC) for the Band A Scheme (new primary school in Holyhead) is currently on hold whilst investigation and options appraisal works are performed. It is anticipated that this SOC will be submitted to WG this summer.
Flying Start Capital Grant 2013/14	535	0	535	527	98	The works were completed as anticipated.
Learning in Digital Wales (LiDW) Grant 2013/14	590	0	590	614	104	Some of the items of equipment necessary for the fulfilment of the project objectives were more expensive than initially anticipated.
Education : Other	700	102	802	603	75	The minor schemes were significantly complete at year end.
Regeneration	5,768	(639)	5,129	5,332	103	
Econ Development: Strategic Infrastructure - Sites and Premises	300	150	450	235	52	Construction of the 4 units at Pen Yr Orsedd is now underway with completion expected this summer. A bid has been submitted for additional European funding to increase its size to 7 units and the outcome is expected in the near future.
Econ Development: Anglesey Coastal Environment Project (extension)	80	0	80	89	111	As reported in section 1.5.4, additional European funding has been made awarded and works have now commenced.
Econ Development : Other	282	795	1,077	356	33	This mainly relates to the match-funding and partnership funding contingencies, both of which have been almost fully earmarked / committed.
Property: Smallholdings Programme of Improvements	221	(1,590)	(1,369)	683	(50)	The smallholdings programme of improvements (financed from the ring-fenced capital receipts from the sale of smallholdings) has now completed its fourth year. The programme of works was reviewed and revised during the year to focus on high priority works. This was due to depressed market conditions resulting in the timing of capital receipts falling behind expenditure over the last three years. The programme continues to run ahead of capital receipts, with a deficit of £2,051k at 31 March 2014. In the meeting for this committee in February a report was requested from the Head of Environmental and Technical on the programme of improvements and how the deficit position was being addressed. This report was presented to this committee in March. It is anticipated that the revisions to the programme of works and the sales of smallholdings will see the programme return to a balanced/surplus funding position in the next year.
Waste Management: Civic Amenities Site - Penhesgyn	0	6	6	295	4916	The Penhesgyn Household Waste Recycling Centre (HWRC). As previously reported, the HWRC site was completed and opened in July. As previously reported, the initial budget was increased from £850k to £1m to enable additional enhancement works to be performed. Further expenditure was incurred in Quarter 2 of this year and the project overspend on the £1m budget by £0.3m. Part of the overspend is attributable to the initial designs/plans and the service are investigating options to minimise the final cost to the Authority, whilst additional work was commissioned namely constructing an additional slab for storage of green waste and further concreting works for access roads and car parking. The overspend has been funded from service reserves.
Planning: Physical Regeneration (3 Towns)	2,000	0	2,000	830	42	The Three Towns (Physical Regeneration) Scheme was significantly complete at the year end. The significant portion of the budget related to Holyhead Townscape Heritage Initiative projects, and providing grants to private property owners to refurbish commercial and second floor flats in the town centre. The available grant fund had all been offered by the year end, with the works expected to be carried out and funds claimed by late 2014.
Highways: Local Government Borrowing Initiative 2013/14	1,800	0	1,800	1,785	99	The second year of the three year Highways Local Government Borrowing Initiative scheme has now been completed. The scheme will see a total of £5.3m invested in total, resulting in improved functionality and condition of the Authority's highways asset. Works completed to date have been on track and in line with the plans and business cases approved by the Welsh Government.
Highways: Regional Transport Consortia Grant 2013/14	663	0	663	621	94	The works were completed as intended and there was some cost savings due to initial estimates being higher than the requirement.
Highways : Safe Routes in Communities Grant 2013/14	422	0	422	438	103	The objectives of the scheme were fulfilled, with an overspend arising due to complexities of the scheme such as land purchase.
Other	5,598	1,021	6,619	5,450	82	
Highways : Other	775	188	963	585	61	A quarter of this budget relates to the budget for vehicles; the options appraisal work is now complete and procurement is underway and the majority of the slippage relates to the vehicles budget.
Property: Other	724	322	1,046	593	57	This budget relates to a number of minor schemes including building risk management, disabled access, Holyhead fish dock and llanbedrgeoch cemetery. It is expected that these budgets will be spent in 2014/15.
Equal pay 2013/14 claims	3,300	0	3,300	3,300	100	This relates to equal pay claims incurred in 2013/14 for which a WG capitalisation direction was received.
Other Departmental Schemes	799	511	1,310	972	74	The majority of this budget ICT budgets, including a contingency for future requirements.
Total	25,191	3,621	28,812	24,105	84	

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ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO:	MEETING OF THE EXECUTIVE
DATE:	9 JUNE 2014
SUBJECT:	REVENUE BUDGET 2013/14 – PROVISIONAL OUTTURN
PORTFOLIO HOLDER(S):	COUNCILLOR H E JONES
HEAD OF SERVICE:	RICHARD MICKLEWRIGHT
REPORT AUTHOR:	RICHARD G JONES
TEL:	x 2604
E-MAIL:	rgjfi
LOCAL MEMBERS:	

A - Recommendation/s and reason/s
<p>Spending against service and corporate budgets has been monitored throughout the year and reported to Members on a quarterly basis. These reports have included details of both the position to date and projections to the end of the financial year. The accounts for 2013/14 are now being finalised and the Statement of Accounts prepared.</p>
B - What other options did you consider and why did you reject them and/or opt for this option?
<p>The purpose of this report is to give an indication of the final position on revenue spending in the Council Fund, although it should be noted that the figures remain provisional at this stage.</p>
C - Why is this a decision for the Executive?
<p>To enable the Executive Committee to be responsible for monitoring the budget at a corporate level.</p>
CH - Is this decision consistent with policy approved by the full Council?
<p>The Net Revenue budget for 2013/14 was set at £129m. The most recent year end projections were contained in Quarter 3 Monitoring Reports presented to the Executive on the 10th February 2014, in which it was indicated that there would be a projected overspend of £474k.</p> <p>The provisional outturn position now shows a service underspend of £846k representing a total change of £1.3m from the Qtr 3 position. This is due, predominantly, to adjustments in accounting treatment made to ensure that the Council keeps current with technical accounting requirements, and, to a lesser extent, to adjustments flowing from the first year of the new ledger system. In addition to this there are a number of movements across all headings, which have cumulatively produced the remainder of the change.</p> <p>Decisions are still required to be made by the Chief Financial Officer in respect of potential increases in provisions, the main provision is that of the Penhesgyn Waste Site as well as the bad debt provision, which has been changed this year in order to meet the required accounting treatment.</p> <p>A review of balances was undertaken in the final accounting quarter of the result of this review was that £636k was no longer required to be repaid to the originator of the grants meaning that the amounts held in reserves has been released to the revenue accounts.</p> <p>Individual service lines are shown in Appendix A. It is stressed again that the figures shown remain provisional and will remain so until the accounts are finalised. The Statement of Accounts need to be presented for audit by the end of June and the audit will be completed and the accounts approved by the end of September.</p>

D - Is this decision within the budget approved by the Council?		
<p>The provisional outturn for the Council Fund (excluding the HRA) for 2013/14 is an overall underspend of £846k. However, at this stage there may be technical adjustments in this figure appertaining to increases in provisions. HRA shows a surplus of £1.416m.</p> <p>Beyond this, there is a consistent pattern of better than expected financial performance across most services. This partly reflects the relative caution shown in making the previous year-end projections, but also shows the results of the efforts that have been made, over the closing months of the year, to constrain spending generally.</p> <p>The impact on the level of general reserves will not be known until further decisions have been made, in respect of appropriations to service and specific reserves and the levels of provisions required and, beyond this, final confirmation cannot be given until the completion of the audit and the approval of the accounts. Nonetheless, it seems to be probable that the final outturn position will show an improvement of the Council's underlying financial position and allow for increased flexibility in managing the transformation of services and the phasing of spending reductions.</p>		
DD - Who did you consult?		What did they say?
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	
E - Risks and any mitigation (if relevant)		
1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	
F - Appendices:		
<p>Appendix 1: Considerations Appendix A: Financial Performance Outturn Figures 2013/14.</p>		
FF - Background papers (please contact the author of the Report for any further information):		

RICHARD G JONES
PROJECT ACCOUNTANT

22 MAY 2014

CONSIDERATIONS

Comments in respect of individual service areas are as follows. Please note, individual service areas are gross of the adjustments for bad debt provision and grant adjustments.

Education

There is a net underspend on Central Education of £118k. Within the Service there are a number of areas which are overspent whilst other service areas are below budget. These can be 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 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.

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.

Social Care

The Social Care outturn position is an overspend of £180k.

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 £124k. 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.

Mental Health

This show an overspend of £275k and is as a result of combination of issues relating to a combination of budget pressures relating to residential care.

Children and Young People 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.

Deputy Chief Executive

ICT

This Service is underspent by £167k. The majority of this related to 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.

Non HRA Housing

This Service is showing a net underspend of £248k. Within the Service there has been an additional bad debt provision of £161k. However, the Service is also in receipt of a gain of £610k relating to grant reserves monies that have been released from reserves.

Housing – HRA

The HRA budget for the year was a surplus of £488k with an outturn of a surplus of £1.416m.

Principal reasons were that:-

- 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) £300k higher than anticipated cuts were incurred on a new computer system implementation;
- iv) Upgrades to lifts, fire alarms and sewage facilities came in £200k higher than anticipated;
- v) Revenue Repairs and Maintenance £200k higher than anticipated.

FINANCIAL PERFORMANCE OUTTURN 2013/14

Directorate	Outturn 2013/14 £'000	Budget For Year £'000	Projected Variance For Year £'000
Lifelong Learning			
Delegated Schools Budget	43,354	43,354	0
Central Education	7,986	8,104	-118
	51,340	51,458	-118
Communities			
Social Care	30,411	30,231	180
Housing	1,043	1,291	-248
	31,454	31,522	-68
Sustainable Development			
Economic Development	1,428	1,602	-174
Maritime	300	259	41
Highways	10,819	10,628	191
Planning & Public Protection	3,301	3,088	213
Property	565	561	4
Rechargeable Works	0	0	0
Directorate Management	60	57	3
Leisure and Culture	4,438	4,713	-275
Waste	8,326	8,587	-261
	29,236	29,495	-258
Deputy Chief Executive			
Corporate- Other Services	2,148	2,016	132
Corporate And Democratic Costs	2,091	2,154	-63
Corporate Management	1,171	985	186
Audit	2	0	2
Finance - Excl Benefits Granted	891	966	-75
Finance - Benefits Granted	5,415	5,313	102
Human Resources	-66	0	-66
ICT	-167	0	-167
Legal and Administration	263	437	-174
Policy	58	0	58
Corporate Finance	4,907	4,907	0
	16,713	16,778	-65
TOTAL	128,743	129,253	-510

FUNDED BY	Out-turn	Budget for Year	Variance for year
Council Tax Income	28,176	28,023	-153
Special Grant	458	458	0
Outcome Agreement Grant	726	545	-181
Revenue Support Grant	22,024	22,024	0
National Non-Domestic Rate Pool	78,203	78,203	0
	129,587	129,253	-334

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	9th June 2014
Subject:	Rationale for the retention of in-house home care and reablement services
Portfolio Holder(s):	Councillor Kenneth P Hughes
Head of Service:	Carys Emyr Edwards (Interim Head of Service)
Report Author:	Sandra Thomas
Tel:	x2024
E-mail:	SandraLThomas@anglesey.gov.uk
Local Members:	Various

A –Recommendation/s and reason/s
<p>Recommendation:</p> <p>The Executive is asked to endorse the proposal that the provision of home care services be split on the basis of 70% to be provided externally and 30% to be provided “in-house”. This is based on the following rationale:</p> <ul style="list-style-type: none"> • This position to be reached by 2017. • The In-house 30% share to include the reablement provision. • The 30% will be made up as 20% reablement and 10% home care. • The Department to retain capacity to deliver home care under the following circumstances: <ul style="list-style-type: none"> - in those areas where the external capacity to deliver is very low, for example, for service users that are geographically isolated; - in the event of an external provider withdrawing services and where no alternative external provider is available; - to ensure continuity of service for service users when they transfer from the reablement service; - to continue to have a role in shaping the social care workforce and maintain professional expertise; - to allow for meeting changes in local market capacity in the future. • The Department to continue to proactively monitor performance and contract delivery by all providers. • The Department to produce a Market Position Statement during 2014 in order to re-structure and facilitate the home care market on the island. • The in-house service will continue to focus on specialist services such as the Generic Health and Social Care Workers and the Specialist Dementia Workers. Both these services are externally funded, are expected to expand and are <u>not</u> included in the 70:30 split.

Reasons:

1. Introduction

To ensure a better and broader range of services for more people, there will have to be changes to the way services are being delivered. The Older Adult Social Care Service Intentions document makes it clear that our service users will experience a better quality of life through a broader choice of high quality services and greater availability of services. By transforming Older Adult Social Care we will deliver a quality service which meets the future need, provides value for money and is fit for purpose and one that provides support for individuals to make informed choices about their own future care requirements.

2. Safeguarding quality and client choice

All providers, whether in-house or external, are subject to the exact same inspection regime by the Inspectorate (CSSIW). The CSSIW regulates all aspects of social care using the regulations and national minimum standards as set out by Welsh Government. The Department's Contracts Team also undertakes contract compliance and monitor the quality of services delivered by all providers in accordance with the requirements set out in the North Wales Domiciliary Care Framework Agreement.

It is an expectation that all service users should be able to exercise choice and control over their care which includes being able to select which care provider should be commissioned to meet their assessed needs. It follows that it is not the Council's prerogative to impose a preferred provider. The Social Services Improvement Agency (SSIA) recognises the potential changing role of the local authority from the provider of services to one where it seeks to influence, develop and encourage the market towards the provision of good quality care. Furthermore, in March 2014, the SSIA published a Commissioner's Toolkit to assist councils to undertake the activities required in order to be successful in developing services to best meet the needs of the local population, and deliver effective outcomes both now and in the future.

In line with all other North Wales authorities, the criteria for accessing council funded social care is set for those with critical and substantial needs only. Those individuals assessed as having low level or moderate needs are ineligible and will therefore need to purchase their own support privately from independent providers. Those service users who are eligible for council assessed home care may also want to purchase support to top-up services paid for by the Council for other activities such as shopping for groceries, cleaning or work around the house. The Council is obliged to ensure that the private pay market offers individuals a choice of providers and guarantees quality of care in order to maximise independence and reduce future intervention.

3. Regional in-house:external split

As at March 2014, Anglesey Council's external : in-house ratio for mainstream home care is 55%:45%. Four out of the other five North Wales Councils have externalised at least 70% of their provision.

Research undertaken in 2011 across the six North Wales councils found that the average in-house unit cost across the six councils was £25.14 per hour whilst the average external unit cost was £15.86 per hour. Regardless of the extent of externalisation, all councils could commission home care services at a lower unit cost from the independent sector.

The research also found that larger the in-house function, the lower the in-house unit cost, due mainly to the impact of economies of scale. However this was only relative as compared to those councils who had externalised more of their provision.

The research undertaken in 2011 also concluded that in order for councils to maximise the benefits of externalisation of home care services the following points need to be taken into account:

- The increase in the in-house unit cost that some councils experience only start to become substantial when the in-house function reaches a low threshold level, where all the advantages of scale are lost. The data in 2011 indicated that this may be at levels where the in-house provision is less than 27% of the total hours.
- Benefits from increased externalisation are dependent on strong commissioning arrangements, robust contract management and proactive monitoring of both provider performance and cost bases.

4. Historical direction of travel, current position and proposal for future

The in-house provider currently delivers 100% of the reablement provision and no change is proposed. Furthermore, the in-house provider is also expanding its service to provide health and social generic workers under the Intermediate Care Fund as well as Specialist Dementia Support Workers. Both these services are new developments, funded externally and are expected to expand in the near future.

Table 1: Analysis of long term maintenance home care hours only (excluding reablement):

Year	Total hours commissioned per year/month	% delivered in-house	% delivered externally	Basis
2011/12	346,445	68%	32%	Actual figures
2012/13	293,958	63%	37%	Actual figures
2013/14	247,005	47%	53%	Actual figures
March 2014 only	20,527	45%	55%	Actual figures
2014/15	247,000	40%	60%	<i>Proposed/estimated</i>
2015/16	TBC	30%	70%	<i>Proposed/estimated</i>
2016/17	TBC	20%	80%	<i>Proposed/estimated</i>
2017/18	TBC	10%	90%	<i>Proposed/estimated</i>

The decrease in total hours commissioned since 2011/12 (Table 1) reflects the changes in the delivery of home care services towards a greater emphasis on community solutions, more targeted interventions, a focus on reablement as well as a tightening of the eligibility criteria. It is difficult to predict the total hours that may be commissioned in the medium term – the increase in demand from an ageing population may in part be offset by the personalisation agenda.

In November 2012 the decision was taken to commission new care packages externally. In September 2013, the brokerage function was introduced in order to streamline the purchasing of all care packages. Both these developments have facilitated the shift from in-house delivery to external delivery of home care services.

5. Cost comparison – internal/external provision

In-house unit cost (estimated between £16.14 and £25 per hour)

The In-house unit cost for domiciliary care has been calculated by the Finance Department to be a minimum of £16.14 per hour. This calculation only includes those costs that are directly attributable to the home care service. This calculation does not include a) other service overheads eg business support and performance management or b) corporate overheads such as Human Resources input, Finance costs, IT support etc. When these overheads are calculated the unit cost is likely to be in the region of £20-£25 per hour. We are working with the Finance Department to validate this.

Furthermore the impending change to employment regulations will incur additional costs when the Council will be required to pay for the time in-house home carers spend travelling between the homes of the people that they care for.

External unit cost (£14.50 per hour)

The unit cost paid to external providers of domiciliary care has been agreed at £14.50 per hour for 2014/15. This unit cost covers all provider related costs including travel time, management, overheads etc.

6. Impact on in-house provider / HR strategy

Current no of FTE home carers = 64.5

Predicted no of FTE home carers in 2017 = 17

(note - these figures do not include those working in Reablement, Health and Social Care, or Specialist Dementia Services)

This paper seeks agreement to continue with outsourcing the majority of mainstream home care provision (that is, service provided for more than a 6-week period). However, the in-house service will continue to focus on specialist services which include Reablement, Generic Health and Social Care, and Specialist Dementia Support Services.

A full review of the HR policy is proposed but the shift to a 70:30 split over three years can, in the view of the service, be managed as follows:

- offer opportunities to transfer over to the specialist services as those services expand
- consider redeployment as suitable vacancies arise in other services within the Department
- not replacing home care workers when they retire or leave the service
- actively managing surplus hours
- consideration be given to TUPE transfer of contracts to external companies
- consideration to be given to redundancies

The service will work closely with HR and unions to ensure that this is undertaken in compliance with corporate policies.

The in-house service is to formulate a workforce strategy during 2014 that will formally address the reduction in contracted home care hours.

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

A number of options for the future of the in-house home care service have been considered at length. The national evidence base supports our conclusions that a mixed economy of care is the way forward for Anglesey.

C – Why is this a decision for the Executive?

This decision will enable Anglesey Council to maintain the provision of care and meet the increasing future demand for home care needs and do so in the most cost effective way. It seeks to do this by commissioning sustainable, high quality home care services across all six geographical patches on the island. The decision will affect a significant number of service users, the in-house provider, the independent sector providers (eight at present), council staff and the local employment market.

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

The authority has noted its commitment to providing the best possible services, in accordance with identified need, with the available resources. This proposal is consistent with this principle.

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

The proposal would identify revenue savings for the authority.

E – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	✓
3	Legal / Monitoring Officer (mandatory)	
5	Human Resources (HR)	✓. HR have asked for a detailed implementation plan for consultation with staff and unions.
6	Property	Not applicable
7	Information Communication Technology (ICT)	Not applicable
8	Scrutiny	
9	Local Members	
10	Any external bodies / other/s	Independent sector domiciliary care agencies

F – Risks and any mitigation (if relevant)

1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

FF - Appendices:

G - Background papers (please contact the author of the Report for any further information):
Portfolio Decision on Schedule of Rates for Domiciliary Care 30/04/14

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive Committee
Date:	9th June 2014
Subject:	Options in relation to securing improvements to the A5025 to facilitate the development proposals of Horizon Nuclear Power
Portfolio Holder(s):	Cllr Richard Dew
Head of Service:	Dewi R Williams, Head of Service (Environment and Technical)
Report Author: Tel: E-mail:	Arwel R Roberts X2311 arrht@ynysmon.gov.uk
Local Members:	Richard Owain Jones, Aled Morris Jones, Will Hughes, John Griffith, Kenneth P Hughes, Llinos Medi Huws, Gwilym O Jones, Richard Dew.

A –Recommendation/s and reason/s
<p>1 Recommendations</p> <p>1.1 To note discussions to date with Horizon Nuclear Power (HNP) in relation to potential construction and improvement works required to the A5025 to facilitate the construction and operation of the proposed new nuclear power station at Wylfa;</p> <p>1.2 To authorise Officers to progress discussions with HNP to establish the most appropriate approach to ensuring delivery of the works required to the A5025 including investigating working in partnership with HNP and discussing and working up a framework under which such an arrangement might proceed.</p> <p>1.3. To note that any partnering/joint working arrangement progressed under 1.2 (above) will be brought back to the Executive for consideration before it is entered into by the Council.</p> <p>Reasons :-</p> <p>2 Introduction</p> <p>2.1 Officers have had informal discussions with HNP over the past 12 months on a number of issues connected with the development of Wylfa Newydd. Part of these discussions have centred around HNP’s intentions to undertake/fund construction and improvement works to the A5025 in order to facilitate the construction and</p>

operation of the new nuclear power station.

2.2 The discussions with Officers have identified a number of issues which need further consideration in the context of progressing the consenting of these works. They include design, planning, procurement, consultation and land acquisition.

2.3 What has become clear is that there needs to be a close working relationship with HNP. However, depending upon the approach adopted in relation to the various issues, it might be that that relationship takes one of a number of forms including, potentially, a partnership arrangement between the Council and HNP.

2.4 This report is looking at this in more detail and is seeking authority for Officers to explore this further with HNP.

3 Background

3.1 It is important that the Council's role in relation to the A5025 works is clear in order to provide clarity in respect of the responsibilities the Council has going forward and to ensure promotion of the works is undertaken in an appropriate manner. If the Council's position is not clarified, it will make it very difficult going forward for the Council to retract from any position taken now. It is also likely to delay matters if the Council's role needs to be revisited part way through the project. It is going to be of importance to HNP to ensure the relationship between the Council and HNP is clarified so matters can progress as required.

3.2 In terms of the Council's role, unless a different arrangement is entered into, the Council will be acting as Local Planning Authority and Local Highway Authority, effectively responding to any application by HNP in the normal way. However it might be (and in fact is more likely to be) appropriate for the Council to assist with promotion of the Highway work, in which case a more formal arrangement needs to be discussed and considered which may result in a joint partnership arrangement or some other commitment around cooperation. It is these discussions which the Council Officers wish to progress.

4 Issues

4.1 Officers understand that HNP is under a tight timescale with respect to consenting and delivering the A5025 construction and improvement works. In fact HNP has indicated that a planning application may be submitted as early as spring 2005. Therefore a clear strategy needs to be put in place now to ensure the consenting and delivery of these works are advanced.

4.2 The A5025 is a County Road and therefore the management and responsibility for it falls to the Council as Local Highway Authority. Any works of improvement or construction to the A5025 would ordinarily be carried out by the Council. Where highway construction and improvement works are funded by a private developer, such works need to be approved by the Council and strict arrangements put in place to ensure they are delivered and completed in accordance with the Council's requirements. The Council's role in the design and implementation of the works would be crucial.

4.3 As things stand, whilst the Council has had some discussions in relation to design progress, it has not had involvement at the level considered necessary to understand what is intended or required to the A5025 and it is unclear on where matters have got to internally with HNP. Clearly understanding design is key and the Council will need to have a clear role in relation to this. It is understood that some works are required within existing highway boundary, but it is not clear the extent of those works and how much of the intended improvements/construction fall on land currently not part of the A5025. The answer to this is likely to in part influence the role the Council takes.

4.4 Planning is also an issue. Factors such as the scope of the application and the approach to and scope of the environmental statement need to be settled. HNP's intentions in relation to that application and dealing with online and offline improvements needs to be discussed further. Identity of the applicant (HNP or IACC or both) is also a relevant factor which needs consideration. There may well be advantages and disadvantages to each which may influence the type of arrangements put in place with HNP.

4.5 Consultation is a key issue and should be approached methodically and carefully. It is important for the Council to know what role it will be expected to play in consultation and whether that is one of simply responding to the scheme or whether it is actively promoting works. The approach to consultation will to a large extent be governed by the type of arrangement it enters into with HNP.

4.6 A further issue is the position of landowners affected by the proposals. HNP has previously indicated a requirement to enter the land for surveys, which it is doing with agreement of the various landowners. However, if it proved necessary for HNP to require access, they would need to rely upon the statutory powers of IACC. Those powers could only realistically be used in the context of a scheme which IACC were aligned with and cooperating fully in. Related to this is the degree of control HNP has

over the land required to deliver the A5025 highway works. If they are in control of all the land required then arrangements could be entered into for delivery of those works subject to planning etc. However if they do not control all of the land then it may be that powers of compulsory acquisition need to be exercised. In relation to highways, it is the Council who has powers of CPO and it would only be able to consider the use of those and subsequently exercise such powers if it were in the position of promoter of the scheme.

4.7 It is important that these and other issues are explored fully with HNP. Although discussions have taken place the Council considers that it has reached a point where some of these issues need to be crystalized so that a position can be taken in relation to the most appropriate approach. If joint promotion is considered to be the most appropriate way to progress the works then thought needs to be given to the basis upon which that joint promotion is advanced including the terms and responsibilities of each party.

5 Considerations

5.1 The key consideration is what relationship should be adopted with HNP. The various options need to be looked at which will include HNP promoting proposals on its own, HNP working closely with the Council, HNP partnering with the Council or, potentially, the Council promoting the works on its own. Early indications are that some sort of partnering relationship would be advantageous to progressing the various consents needed for the works, and in some cases partnership or close cooperation will be essential. It is not as yet clear what form this should take and this needs further investigation.

5.2 A further consideration is the need for the Council to seem to be acting fairly, within its powers and ensuring it is able to take on a role as potential promoter, Local Planning Authority and Local Highway Authority. This will be dependent upon the form of relationship entered into with HNP and the necessity to ensure that the various roles and responsibilities are defined appropriately.

5.3 There is also a need to ensure that the Council's role is not seen, in promoting works on the A5025, as pre-judging any wider development proposals by HNP. Again, the protection of the Council's position in this regard will need to be considered and, if necessary, documented.

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

Options are still under review. As noted above, early indications are that a partnering/cooperation arrangement will, at the very least, be advantageous and, possibly, essential. However, this depends upon a number of factors which need to be discussed further.

C – Why is this a decision for the Executive?

This is a matter which falls within the remit of the Executive. Given the timeline the Council understands Horizon has in mind for promoting the A5025 works, it is crucial that the various issues associated with this are discussed and finalised so that a decision can be taken as to the arrangements between the Council and HNP to advance the A5025 proposals. This report is seeking the Executive's endorsement to discussions continuing between HNP and the Council on this basis, whilst recognising that any final decision, including the terms of such arrangement, if that is considered the most appropriate way forward, is to be brought back to the Executive in due course.

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

There are a number of policies/decisions which are relevant to the Energy Island developments and this decision would not be inconsistent with those.

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

There should be no impact of the Council's budget in respect of this decision.

DD – Who did you consult?		What did they say?
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	

E – Risks and any mitigation (if relevant)

Risks are identified in section 5 (considerations). There is a risk that the relationship between the Council and HNP is not defined appropriately (or is defined too late) which might have an adverse impact. There are additional risks in the Council not being seen to be acting appropriately in its role as either a promoter or as local planning or highway authority or pre-judging HNP's wider development proposals. Discussing and documenting the relationship between the Council and HNP should help mitigate these risks.

1	Economic	
2	Anti-poverty	
3	Crime and Disorder	
4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

F - Appendices:

None

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

None

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	9 June 2014
Subject:	Lowering Age of Admission at Ysgol Llanfairpwllgwyngyll
Portfolio Holder(s):	Councillor Ieuan Williams
Head of Service:	Dr Gwynne Jones
Report Author: Tel: E-mail:	Gareth Jones 01248 752947 dgjed@anglesey.gov.uk
Local Members:	Jim Evans R Meirion Jones Alun Wyn Mummery

A – Recommendation/s and reason/s
<p>A request was received from the Governing Body at Ysgol Llanfairpwllgwyngyll for the Authority to consider lowering the age of admission so as to admit pupils part time in the September following their third birthday.</p> <p>Ysgol Llanfairpwllgwyngyll admits children full time in the September following their fourth birthday. The school is one of 8 schools with this policy. The other 40 primary schools admit children part time in the September following their third birthday.</p> <p>There is a set process to this-</p> <ol style="list-style-type: none"> 1. Prepare a consultation document. 2. Ensure a wide consultation with all who have an interest. 3. Prepare a report on the consultation and then a recommendation to the Executive Committee 4. If to move on the proposal then publish a statutory order and collect objections. 5. Executive Committee to consider a report on the objections and then to come to a final decision. <p>Throughout the process there is close working with the Welsh Government.</p> <p>Accepting the proposal will increase staffing costs but accepting additional nursery</p>

children will increase the school's allocation.

The school would place the children within a cabin on the school grounds. There will need to be discussions with the Community Council who own the cabin and lease it out to the local Cylch Meithrin. It is foreseen that the school and the Cylch will share the cabin. A formal agreement concerning responsibilities over the cabin is needed with the school and the Cylch.

In summary the Governors at Ysgol Llanfairpwllgwyngyll have presented a request to lower the age of admission. It is recommended that permission be given to begin the process of consultation.

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

The alternative option is to maintain the present arrangements but the school wishes to move towards a policy that is accepted in the majority of our schools. The Authority supports the option to consult on the request so that the Authority can move towards a consistency of admission arrangements across schools.

C – Why is this a decision for the Executive?

The change in the age range of a school is a “regulated alteration” within school reorganisation and is subject to the provisions of the School Organisation Code, 006/2013. It is a decision for the Executive Committee who are required to publish proposals on the change and to consider the responses.

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

Yes, as the Authority has followed the process over the last few years with other schools.

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

Yes.

DD – Who did you consult?		What did they say?
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory)	
2	Finance / Section 151 (mandatory)	Increasing the number of pupils in any school will have a direct effect on the funding formula in the following financial year. The greater the number of pupils the more funding the delegated budgets lines will need. In addition to the pupil numbers generating extra revenue, there will also be a need to ensure that a 0.4 nursery assistant is employed which will thus further increase the delegated budgets.
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	No comments.
5	Property	Planning and Public Protection – no comments
6	Information Communication Technology (ICT)	
7	Scrutiny	
8	Local Members	
9	Any external bodies / other/s	Head of Children’s Services – no comment

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

F - Appendices:
None

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

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive
Date:	June 9th, 2014
Subject:	Report on increasing the price of the schools meals
Portfolio Holder(s):	Ieuan Williams
Head of Service:	Delyth Molyneux
Report Author:	Gwynne Jones
Tel:	01248 752921
E-mail:	gxjed@anglesey.gov.uk
Local Members:	

A –Recommendation/s and reason/s		
<p>The following table summarises the current school meal prices across North Wales.</p>		
Authority	Primary	Secondary
Anglesey	£1.90	£2.10
Authority 1	£2.00	£2.10
Authority 2	£2.05	£2.20
Authority 3	£1.90	£2.05
Authority 4	£2.00	£2.40
Authority 5	£2.15	£2.15
<p>The cost on Anglesey compares favourably with those in other counties and represents good value for money. The current price of £1.90 for primary schools has not been changed since September 2012.</p>		
<p>Attention is also drawn to the fact that four of the North Wales authorities have either increased the price in April 2014 or are considering increasing the price of school meals from September 2014; this increase ranges from 5p to 20p. The remaining authority has indicated that their prices will remain static for the next year.</p>		
<p>The current school meals contract notes that the cost to the Council will be reviewed annually to reflect changes in the two following pricing indices - CHBS RPI [Food and catering] and CDKQ RPIX [Sundry and Management costs]. The expected increase will be an overall increase of 2.5% which will result in an increased cost of 7p per meal per pupil to the authority. As a result, the monthly school meals costs will increase by around £3,000 a month from September 2014.</p>		
<p>In view of the above, it is recommended that a 10p per meal increase be implemented from September 2014 to partially offset the expected increases in costs to the authority.</p>		

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

The other option considered was not to change the cost of school meals. This would increase the pressure on the budget line which at present is in slight deficit.

C – Why is this a decision for the Executive?

The decision to increase the cost of FSM is an issue that is relevant to the Executive and other members.

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

This is in line with the Council’s view that costs should reflect the cost of the service provided.

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

Yes

DD – Who did you consult?		What did they say?
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	

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

F - Appendices:
None

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

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive
Date:	June 9th, 2014
Subject:	Proposal to deal with a school budget deficit
Portfolio Holder(s):	Ieuan Williams
Head of Service:	Gwynne Jones
Report Author:	Gwynne Jones
Tel:	01248 752921
E-mail:	gxjed@anglesey.gov.uk
Local Members:	

A –Recommendation/s and reason/s
<p>The purpose of the report is for the Executive Committee to agree to the principle of the use of reserves to support the budget recovery plan at Ysgol Uwchradd Caergybi.</p> <p>The proposal involves the planned use of Lifelong Learning reserves to support the school’s budget recovery plan to be implemented over a 3 year period. The following service specific reserves - £276k from Post 16 reserve and £84k from the Schools Specific Contingency reserve will be used to create an overall reserve of £360k in total. This reserve will be used to match any end of financial year savings made by the school on a pound-for-pound basis.</p> <p>Background to the budget deficit. An analysis of Secondary Schools’ Funding was presented to the Schools Forum on 13th December 2013. The report drew attention to a difference in Post-16 funding for Caergybi in that the revised funding formula, introduced in 2011/12, resulted in a significant decrease in Ysgol Uwchradd Caergybi’s per pupil funding for Post 16. This meant that since 2011/12 the school has effectively been under-funded over a 3 year period. The extent of this underfunding has been calculated to be £360k.</p> <p>Following a discussion with the Director of Lifelong Learning and the Interim Section 151 Officer, a solution has been suggested to address this issue by utilising the reserves as outlined above.</p> <p>The reserves are ring fenced to use by Schools only, with one restricted to Post 16 issues. A balance of £506k will remain on the Schools Specific Contingency reserve and will remain restricted to use by Schools only.</p> <p>The introduction of a new funding formula for Post 16 funding for 2014-15 has addressed the issue of under-funding.</p>

Members' attention is also drawn to the fact that should this principle be accepted that the Lifelong Learning Department will need to write to the school confirming that the reserve will only be accessed after any in-year saving has been confirmed by the Finance Department. The letter will also need to include a reference to the possible use of the authority's powers of intervention should the school be unable to produce end of financial year savings.

The recommendation is for the Executive Committee to agree to the utilisation of the reserves over a 3 year period to address historical funding issues at Ysgol Uwchradd Caergybi. The reserve to be used to match any end of financial year savings made by the school on a pound-for-pound basis.

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

The other option considered was to do nothing and ask the school to address the deficit over a longer period of time. This however does not address the underfunding identifies.

C – Why is this a decision for the Executive?

Noted in the financial regulations.

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

DD – Who did you consult?		What did they say?
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	

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

F - Appendices:	
None	

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

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