

# 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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<b>RHYBUDD O GYFARFOD</b>	<b>NOTICE OF MEETING</b>
<b>PWYLLGOR GWAITH</b>	<b>THE EXECUTIVE</b>
<b>DYDD LLUN 8 MEDI 2014 10.00 o'r gloch</b>	<b>MONDAY 8 SEPTEMBER 2014 10.00 am</b>
<b>SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI</b>	<b>COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI</b>
Pennaeth Dros Dro Gwasanaethau Democrataidd	<b>Mr Huw Jones (01248 752 108</b> 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 - 8)**

To submit for confirmation, the minutes of the meeting of the Executive held on 14<sup>th</sup> July, 2014.

**4 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 9 - 22)**

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

**5 CORPORATE SCORECARD - QUARTER 1, 2014/15 (Pages 23 - 32)**

To submit a report by the Deputy Chief Executive.

**6 ANNUAL PERFORMANCE REPORT 2013/14 (Pages 33 - 36)**

To submit a report by the Deputy Chief Executive.

**7 2014/15 REVENUE BUDGET MONITORING REPORT - QUARTER 1 (Pages 37 - 42)**

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

**8 2014/15 CAPITAL BUDGET MONITORING REPORT - QUARTER 1 (Pages 43 - 52)**

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

**9 ANNUAL TREASURY MANAGEMENT REVIEW FOR 2013/14 (Pages 53 - 68)**

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

**10 CONSTITUTIONAL CHANGES - POLICY FRAMEWORK (Pages 69 - 78)**

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

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- 11**     **CONSTITUTIONAL CHANGES - COUNCIL PROCEDURE RULES AND APPOINTMENT OF CHAIR OF DEMOCRATIC SERVICES COMMITTEE** (Pages 79 - 84)  
To submit a report by the Head of Function (Council Business)/Monitoring Officer.
- 12**     **STANDING ORDERS - CHIEF EXECUTIVE** (Pages 85 - 88)  
To submit a report by the Head of Function (Council Business)/Monitoring Officer.
- 13**     **ESTABLISHMENT OF A NORTH WALES REGIONAL SAFEGUARDING CHILDREN BOARD** (Pages 89 - 94)  
To submit a report by the Head of Children's Services.
- 14**     **SCHOOLS MODERNISATION - RHOSYR AREA** (Pages 95 - 98)  
To submit a report by the Director of Lifelong Learning.
- 15**     **WASTE MANAGEMENT STRATEGY** (Pages 99 - 114)  
To submit a report by the Head of Environment and Technical Services.
- 16**     **JAPAN - LEARNING JOURNEY** (Pages 115 - 148)  
To submit a report by the Head of Economic and Community Regeneration.
- 17**     **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 149 - 150)  
To consider adoption of the following:-  
  
*"Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt information as defined in Schedule 12A of the said Act and in the attached Public Interest Test".*
- 18**     **IT SERVICES STRUCTURE** (Pages 151 - 156)  
To submit a report by the Deputy Chief Executive.

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## THE EXECUTIVE

### Minutes of the meeting held on 14 July 2014

- PRESENT:** Councillor Ieuan Williams (Chair)
- Councillors Richard Dew, Kenneth P Hughes, Aled M Jones, H Eifion Jones and Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive  
Deputy Chief Executive  
Director of Community  
Director of Lifelong Learning  
Director of Sustainable Development  
Head of Function (Council Business) (for items 8 & 9)  
Interim Head of Function (Resources) & Section 151 Officer (for items 6 & 7)  
Interim Head of Democratic Services (for item 5)  
Head of Adults' Services  
Head of Children's Services (for item 10)  
Head of Learning  
Chief Planning Officer (GJ) (for item 18)  
Principal Development Officer (Strategy) (CB)(for item 17)  
Housing Technical Services Manager (DR) (for items 15 & 16)  
Housing Strategy and Development Manager (LR) (for item 15)  
Interim Accountancy Services Manager (BO) (for items 6 & 7)  
Senior Accountant (Strategic Planning) (BD) (for item 7)  
Strategic Transformation Programme Project Manager (Adult Social Care) (JD)  
Principal Valuation Officer (DE) (for item 20)  
Committee Officer (ATH)
- APOLOGIES:** Councillor J A Roberts
- ALSO PRESENT:** Councillors Lewis Davies, Ann Griffith, John Griffith, Carwyn Jones, R.Meirion Jones, Llinos Huws, W.T.Hughes, Trefor Lloyd Hughes, R Owain Jones, Alun Mummery

#### 1 DECLARATION OF INTEREST

Councillor Kenneth Hughes declared an interest in respect of item 13 on the agenda. He remained at the meeting during the discussion of the matter but did not participate in the discussion or voting thereon.

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

None to declare.

**3 MINUTES**

The minutes of the previous meeting of the Executive held on 9th June, 2014 were presented for confirmation.

**It was resolved that the minutes of the previous meeting of the Executive held on 9th June, 2014 be confirmed as a true record.**

**4 MINUTES - CORPORATE PARENTING PANEL**

The draft minutes of the meeting of the Corporate Parenting Panel held on 2 June, 2014 were presented for information.

**It was resolved to note the draft minutes of the meeting of the Corporate Parenting Panel held on 2nd June, 2014, as information.**

**5 THE EXECUTIVE'S FORWARD WORK PROGRAMME**

The report of the Interim Head of Democratic Services Manager incorporating the Executive's Forward Work Programme for the period from September, 2014 to April, 2015 was presented for approval.

The Interim Head of Democratic Services reported that a request had been made by the Lifelong Learning Service for the inclusion of an additional item on the agenda of the September meeting with regard to funding the Archives Service.

**It was resolved to confirm the updated Forward Work Programme for the period September 2014 - April, 2015, with the inclusion of an additional item for September as outlined at the meeting.**

**6 MEDIUM TERM FINANCIAL PLAN & REVENUE BUDGET 2015/16**

The report of the Interim Head of Function (Resources) and Section 151 Officer outlining the background to the delivery of the Council's Revenue Budget for 2015/16 together with the key features for the delivery process was presented for the Executive's consideration.

**It was resolved to note the report.**

**7 CAPITAL PROGRAMME 2015/16**

The report of the Interim Head of Function (Resources) and Section 151 Officer incorporating a Capital Strategy for 2014 was presented for the Executive's consideration.

The Portfolio Member for Economic Development, Tourism and Leisure noted the need for a status report on the position with regard to disposing of Council assets.

**It was resolved –**

- **To approve the Capital Strategy as presented.**
- **To note the figures on available capital funding and to approve the provisional figure of £3.953m for planning purposes for the 2015/16 Capital Programme.**

## **8 CONSTITUTIONAL CHANGES - FAMILY ABSENCE REGULATIONS**

The report of the Solicitor for Corporate Governance setting out the implications of the introduction under Part 2 of the Local Government (Wales) Measure 2011 of an entitlement to a period for family absence for Members of local authorities along with the related newly published Regulations was presented for the Executive's consideration.

**It was resolved to recommend to the County Council that:**

- **It approves the changes to the Council's Constitution as detailed in Appendix 1 to the report.**
- **A Democratic Services Sub-Committee be established for the purpose of hearing appeals under the Regulations.**
- **When a Member is taking family absence under the Regulations, and is paid a senior salary, this senior salary shall be discontinued during any period of family absence which exceeds two weeks. Pursuant to the Regulations, Members are still eligible to retain their basic allowance. A substitute may be appointed to cover for the Member on family absence provided that the period of absence is for longer than two weeks and the substitute shall be entitled to receive a senior salary where appropriate.**
- **The Chief Executive shall have delegated authority from the Council to cancel or end a period of family absence which is not covered by the Regulations.**

## **9 CONSTITUTIONAL CHANGES - REMOTE ATTENDANCE**

The report of the Solicitor for Corporate Governance setting out the implications of and discretion provided with regard to implementing Section 4 of the Local Government (Wales) Measure 2011 in respect of remote attendance was presented for the Executive's consideration. The report outlined the challenges involved in complying with the technical requirements in the Measure to enable Elected Members of a local Authority to attend meetings remotely by audio visual link.

**It was resolved to recommend to the County Council that –**

- **It notes the report and the discretion provided in Section 4 of the Local Government (Wales) Measure 2011.**
- **It rejects the use of remote attendance at this stage.**

**10 ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES**

The draft Annual Report of the Director of Social Services for 2013/14 was presented for the Executive's consideration.

**It was resolved to accept the Annual Report of the Director of Social Services and to note its contents.**

**11 OLDER ADULT SOCIAL CARE ACCOMMODATION OPTIONS - CYBI**

The report of the Strategic Transformation Programme Project Manager for Adult Social Care in respect of the outcome of the consultation on the intention to sell Garreglwyd Residential Home was presented for the Executive's consideration. The report sought approval to proceed with the sale.

Councillor Trefor Lloyd Hughes presented his views as a Local Member and Councillor R.Meirion Jones as Chair of the Corporate Scrutiny Committee provided a summary of the considerations highlighted by the Committee from its meeting on 1st July, 2104 with regard to this matter.

**It was resolved that Garreglwyd be sold with a preferred use for it to be run as a specialist dementia facility or other private nursing or private residential care provision with the provisos that:**

- **Care of current residents is prioritised and best practice guidance for care (including any transfer of care) is adopted and implemented.**
- **No commissioning commitment will be made to accompany the sale.**
- **Engagement with residents, families, staff and Members is undertaken on a continuous basis.**

**12 OLDER ADULT SOCIAL CARE OPTIONS - AMLWCH AND LLANGFNFI**

The report of the Strategic Transformation Programme Project Manager for Adult Social Care incorporating a business case and rationale for the development of extra care provision in Amlwch and Llangefni was presented for the Executive's consideration.

Councillor W.T. Hughes presented his views as a Local Member. Councillor R. Meirion Jones spoke on behalf of Local Member, Councillor Nicola Roberts and sought reassurance that the existing Plas Penlan residential care home would not be decommissioned until the new extra care model for the Llangefni area is in place. The Leader and Portfolio Member for Social Services affirmed that that would be the case in both areas.

The Head of Adults' Service confirmed that he would make arrangements for the staff of the current residential homes in the two areas to visit the extra care facility in Llanrwst previously visited by some Members of the Council.

**It was resolved to agree in principle to the development of extra care in Amlwch and Llangefni, and in conjunction with this and as part of developing**



**appropriate future provision, that the existing residential care homes in those locations (Brwynog and Plas Penlan) are de-commissioned and officers undertake the work necessary to achieve this.**

### **13 SCHOOLS MODERNISATION - LLANNAU**

The report of the Schools Modernisation Programme Manager on the outcome of the formal consultation conducted in the Llannau area with regard to the establishment of a new area school was presented for the Executive's consideration.

Councillor Llinos Medi Huws spoke as a Local Member and sought clarification of the position with regard to entitlement to free school transport to the proposed new area school.

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

*(Councillor Kenneth Hughes did not vote as he had declared an interest in the matter).*

### **14 MODERNISATION OF EDUCATIONAL PROVISION**

The report of the Director of Lifelong Learning regarding opportunities to modernise the education provision by the establishment of Management Partnerships where appropriate was presented for the Executive's consideration.

**It was resolved to approve the recommendations of the report as follows:**

- **To ensure that every governing body understands the Authority's intentions if opportunities arise to set up a "Management Partnership."**
- **To create possible models of collaboration between schools where there is likelihood of a Head teacher leaving the post or where there are less than 75 pupils, or where the Governing Body expresses a desire to work with another school.**
- **To ensure that there is a specific training programme in place for providing the appropriate support for head teachers to feel confident to be responsible for a "Management Partnership."**

### **15 LOCAL HOUSING STRATEGY 2014-2019 - DRAFT**

The report of the Head of Housing Services incorporating the draft Local Housing Strategy for 2014-19 was presented for the Executive's consideration.

**It was resolved to approve the draft Local Housing Strategy for 2014-19 for the purpose of a public consultation.**

### **16 HRA SUBSIDY REFORM**

The report of the Head of Housing Services with regard to developments in relation to Housing Revenue Account Subsidy Reform was presented for the Executive's consideration.

**It was resolved –**

- **To note recent developments in ending the HRA Subsidy system in Wales and move to a self-financing model for local authority housing.**
- **To endorse the Council's response to the Welsh Government's consultation document, "New Local Housing Authority Self-Financing System (HRAS Reform), May, 2014 (section 5 of the report).**
- **To endorse Option 3 for the distribution of the borrowing cap as an acceptable option.**
- **To endorse the strategic direction for the Housing Service to become self-financing and that a project team be established to proceed with preparing for exiting HRAS by the end of March, 2015, and that the Portfolio Member for Housing be a member of the project team.**
- **That a seminar be arranged for all Elected Members in the Autumn on self-financing.**

**17 NEW NUCLEAR BUILD SUPPLEMENTARY PLANNING GUIDANCE**

The report of the Planning Principal Development Officer (Strategy) and supporting documentation in relation to the New Nuclear Build at Wylfa Supplementary Planning Guidance was presented for the Executive's consideration.

The Planning Principal Development Officer (Strategy) reported on the aims and objectives of the SPG and on the observations made by the Partnership and Regeneration Scrutiny Committee on the contents of the SPG following its consideration of the matter at its meeting held on 11 July, 2014. The Executive's support was sought for the submission of the SPG to the full Council.

**It was resolved to recommend the new Nuclear Build (NNB) Supplementary Planning Guidance (SPG) for submission to the County Council at its meeting in July, 2014.**

**18 PLANNING PERFORMANCE AGREEMENT CHARTER**

The report of the Chief Planning Officer incorporating a Planning Performance Agreement Charter (PPA) and draft Planning Performance Agreement was presented for the Executive's consideration. The documents are intended to provide a basis to generate resources in order to enable Officers to deal, where appropriate with planning applications for major developments as well as consultations on developments which will impact on the Island.

**It was resolved to support and formally adopt the Planning Performance Agreement (PPA), Charter and the draft Planning Performance Agreement.**

**19 EXCLUSION OF THE PRESS AND PUBLIC**

**It was resolved to adopt the following:**

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

**20 DISPOSAL OF FORMER LLANSADWRN SCHOOL/COMMUNITY CENTRE**

The report of the Principal Valuation Officer in respect of the disposal of the former Llansadwrn School/Community Centre was presented for the Executive's consideration.

Councillors Lewis Davies and Carwyn Jones presented their views as Local Members.

**It was resolved to approve Offer A on the basis that it represents the best commercial realisation of its asset to the Council.**

The meeting concluded at 11.50 am

**COUNCILLOR IEUAN WILLIAMS  
CHAIR**

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ISLE OF ANGLESEY COUNTY COUNCIL	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>8 September 2014</b>
<b>Subject:</b>	<b>The Executive's Forward Work Programme</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Ieuan Williams</b>
<b>Head of Service:</b>	<b>Lynn Ball Head of Function – Council Business / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Huw Jones, Interim Head of Democratic Services</b> <b>01248 752108</b> <a href="mailto:JHuwJones@anglesey.gov.uk">JHuwJones@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable</b>

<b>A –Recommendation/s and reason/s</b>
<p>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 <b>October 2014 – May 2015</b>;</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.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (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.
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<b>5</b>	<b>Human Resources (HR)</b>	
<b>6</b>	<b>Property</b>	
<b>7</b>	<b>Information Communication Technology (ICT)</b>	
<b>8</b>	<b>Scrutiny</b>	
<b>9</b>	<b>Local Members</b>	Not applicable.
<b>10</b>	<b>Any external bodies / other/s</b>	Not applicable.

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

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

# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 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 **October 2014 – May 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: October 2014 – May 2015

Updated: 28 August 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	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		20 October 2014	
2	<b>2015/16 Budget</b>  Category: <b>Strategic</b>	To begin dialogue on the Executive's intentions.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones		20 October 2014	
3	<b>Constitutional changes – Scrutiny Procedure Rules</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		20 October 2014	4 December 2014
4	<b>Members' Register of Interests (Declared in Meetings)</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		20 October 2014	
5	<b>Smarter Working Project</b>  Category: <b>Strategic</b>	Approval of full business case.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	To be confirmed.	20 October 2014	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
6	<b>Customer Service Excellence Project</b>  Category: <b>Strategic</b>	Approval of full business case.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	To be confirmed.	20 October 2014	
7	<b>Extra Care Housing</b>  Category: <b>Strategic</b>	Approval of Financial and Asset Plans	Community	Gwen Carrington Director of Community  Cllr Kenneth P Hughes		20 October 2014	
8	<b>Rent de-pooling and service charges</b>  Category: <b>Operational</b>	Approval of strategic direction	Community	Shan Lloyd Williams Head of Housing Services  Cllr Kenneth P Hughes		20 October 2014	
9	<b>Housing Revenue Account Subsidy</b>  Category: <b>Strategic</b>	Approval for entering into voluntary agreement. Approval of amended business plan.	Community	Shan Lloyd Williams Head of Housing Services  Cllr Kenneth P Hughes	25 September 2014	20 October 2014	
10	<b>Local Housing Strategy 2014 – 2019</b>  Category: <b>Strategic</b>	Approval of strategy and recommendation to Full Council	Community	Shan Lloyd Williams Head of Housing Services  Cllr Kenneth P Hughes	25 September 2014	20 October 2014	4 December 2014
11	<b>Youth Service</b>  Category: <b>Strategic</b>	Options for the future delivery of the youth service.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 October 2014	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 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	<b>Disabilities Strategy</b> Category: <b>Strategic</b>	To submit ideas as to how to respond to needs.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 October 2014	
13	<b>Schools Modernisation – Holyhead Area</b> Category: <b>Strategic</b>	To agree the way forward following the formal consultation.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 October 2014	
14	<b>Schools Modernisation – Llannau Area</b> Category: <b>Strategic</b>	To report back on the formal consultation process.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 October 2014	
15	<b>CAPITA SIMS</b> Category: <b>Strategic</b>	Approval to extend the existing contract by one year.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 October 2014	
16	<b>Maritime Fees</b> Category: <b>Operational</b>	Approval of fees.	Sustainable Development	Dylan Williams Head of Economic and Community Regeneration  Cllr Aled Morris Jones	24 September 2014	20 October 2014	

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*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 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
17	<b>Isle of Anglesey County Council Leisure Plan</b>  Category: <b>Strategic</b>	Formal endorsement of plan.	Sustainable Development	Dylan Williams Head of Economic and Community Regeneration  Cllr Aled Morris Jones		20 October 2014	
18	<b>Future of Llangefní Golf Course</b>  Category: <b>Strategic</b>	Commercial.	Sustainable Development	Dylan Williams Head of Economic and Community Regeneration  Cllr Aled Morris Jones		20 October 2014 (to be confirmed)	
19	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		3 November 2014	
20	<b>Llawr y Dref – options for the future</b>  Category: <b>Operational and Strategic</b>	To approve the strategic direction prior to consultation with tenants.	Community	Shan L Williams Head of Housing Services  Cllr Kenneth P Hughes		3 November 2014	
21	<b>Libraries Service Review</b>  Category: <b>Strategic</b>	Options for future service delivery.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cyng Ieuan Williams		3 November 2014	

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*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 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
22	<b>Cultural Services Review</b>  Category: <b>Strategic</b>	Options for future service delivery.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		3 November 2014	
23	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		1 December 2014	
24	<b>Corporate Scorecard – Quarter 2, 2014/15</b>  Category: <b>Strategic</b>	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	24 November 2014	1 December 2014	
25	<b>2014/15 Revenue and Capital Budget Monitoring Report – Quarter 2</b>  Category: <b>Strategic</b>	Quarterly financial monitoring report.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	24 November 2014	1 December 2014	
26	<b>2015/16 Council Tax Base</b>  Category: <b>Strategic</b>	Calculation and setting of the Council Tax Base for the Isle of Anglesey County Council and the Town and Community Councils.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones		1 December 2014	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 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
27	<b>Constitutional Changes – Terms of Reference of Appeals, Investigation and Disciplinary Committees</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		1 December 2014	4 December 2014
28	<b>Chief Finance Officer Protocol</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		1 December 2014	4 December 2014
29	<b>Constitutional Changes – Audit Committee Terms of Reference</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		1 December 2014	4 December 2014
30	<b>Constitutional Changes – Monitoring Officer – Minor Changes to Constitution</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		1 December 2014	4 December 2014
31	<b>County Council's Response to Horizon Nuclear Power's Pre- Application</b>  Category: <b>Strategic</b>	Approval of response.	Sustainable Development	Arthur Owen Director of Sustainable Development  Cllr J Arwel Roberts		1 December 2014	

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*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

Updated: 28 August 2014

	Subject and * Category (Strategic / Operational / For information)	Why the decision is sought from the Executive	Lead Department	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Date to Scrutiny	Date to Executive	Date to Full Council
32	<b>Môn/Gwynedd Building Control Integration</b>  Category: <b>Operational</b>	Support the proposed joint working arrangements.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection  Cllr J Arwel Roberts	To be confirmed.	1 December 2014	
33	<b>Deposit Local Development Plan</b>  Category: <b>Strategic</b>	For comment / support before submission to the Joint Planning Policy Committee.	Sustainable Development	Jim Woodcock Head of Planning and Public Protection  Cllr J Arwel Roberts	Scrutiny role will be exercised by the continuation of the programme of whole- Council seminars.	1 December 2014	
34	<b>2015/16 Budget</b>  Category: <b>Strategic</b>	To finalise the Executive's initial draft budget proposals for consultation.	Deputy Chief Executive	Richard Micklewright Interim Head of Function – Resources  Cllr Hywel Eifion Jones		15 December 2014	
35	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		12 January 2015	

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Period: October 2014 – May 2015

Updated: 28 August 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
36	<b>Schools Modernisation – Rhosyr Area</b>  Category: <b>Strategic</b>	To agree the way forward following the informal consultation.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		12 January 2015	
37	<b>2015/16 Budget</b>  Category: <b>Strategic</b>	Adoption of final proposals for recommendation to the County Council	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	Corporate: 13 Jan 2015 Partnership: 14 Jan 2015 Democratic: 29 Jan 2015	9 February 2015	26 February 2015
38	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		16 February 2015	
39	<b>Corporate Scorecard – Quarter 3, 2014/15</b>  Category: <b>Strategic</b>	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	10 February 2015	16 February 2015	
40	<b>2014/15 Revenue and Capital Budget Monitoring Report – Quarter 3</b>  Category: <b>Strategic</b>	Quarterly financial monitoring report.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	10 February 2015	16 February 2015	

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## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: October 2014 – May 2015

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	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
41	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		16 March 2015	
42	<b>Common Allocations Policy</b>  Category: <b>Strategic</b>	Adoption of new Common Allocations Policy.	Community	Shan L Williams Head of Housing  Cllr Kenneth P Hughes		16 March 2015	
43	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		20 April 2015	
44	<b>Schools Modernisation – Rhosyr Area</b>  Category: <b>Strategic</b>	To agree the way forward following the formal consultation.	Lifelong learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 April 2015	
45	<b>The Executive's Forward Work Programme</b>  Category: <b>Strategic</b>	To update the work programme.	Deputy Chief Executive	Huw Jones Interim Head of Democratic Services  Cllr Ieuan Williams		May 2015	

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>COMMITTEE:</b>	<b>CORPORATE SCRUTINY / EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>1.9.14 / 8.9.14</b>
<b>TITLE OF REPORT:</b>	<b>CORPORATE SCORECARD Q1</b>
<b>PORTFOLIO HOLDER:</b>	<b>COUNCILLOR ALWYN ROWLANDS</b>
<b>LEAD OFFICER:</b>	<b>DEPUTY CHIEF EXECUTIVE</b>
<b>CONTACT OFFICER:</b>	<b>BUSINESS PLANNING &amp; PROGRAMME MANAGER</b>
<b>PURPOSE OF REPORT:</b>	<b>FOR INFORMATION &amp; SCRUTINY OF SCORECARD</b>

**1. INTRODUCTION**

- 1.1 One of the Council’s aims under the Wales Programme for Improvement is to secure the means by which continuous improvement can be evidenced and presented across the board. To that end, on an annual basis, a performance report is drafted to be published by end of October, which demonstrates progress or not (as the case may be).
- 1.2 This scorecard was developed in parallel to identify and inform Council leaders of progress against indicators which explicitly demonstrates the successful implementation of the Council’s day to day work and assists in providing the evidential base from which the performance report is drafted.

**2. CORPORATE SCORECARD**

- 2.1 The scorecard continues to develop and embed, reflecting those changes that have been undertaken to traditional systems and practices within the Council. To that end, this year’s indicators included within the scorecard have been decided through a process of engagement and consultation with the Pennaethiaid, SLT, the Executive and Shadow Executive.

2.2 As a result, certain indicators will need further time for reporting processes to be fully embedded prior to all indicators being reported. It is anticipated that these processes will be embedded by Q2 of the current financial year.

2.2 The scorecard (Appendix 1) portrays the current end of quarter 1 position and will be considered further by the Executive Committee on the 8<sup>th</sup> September, 2014.

### 3. CONSIDERATIONS

3.1 This is the second year of collating and reporting performance indicators in a coordinated manner. The Council is starting to see trends establish themselves with regards to a number of those indicators.

3.2 It is important to note, that the formulation of this year's scorecard requested further trend analysis, a look back at previous year's performance and the acknowledgement of specific indicators in relation to the quartile positioning.

3.3 To date, such intelligence is not wholly gathered due to verification and validation of national indicators by Welsh Government over the summer months.

#### 3.4 PEOPLE MANAGEMENT

3.4.1 With regards to People Management however, it was noted at end of Q4 that our **sickness rates** (*indicator 1 on scorecard under people management*) portrayed a better position at the end of the year as compared to the previous year's results. 12.38 days compared to 14.45 days.

3.4.2 This improvement has continued at the end of Q1 with the result standing at **2.78** days lost due to sickness per FTE (see Table (i)). Whilst this is marginally above the corporate target of 2.5 days, this in comparison with last year's first quarter result of **3.4** days is a significant improvement across the Council.

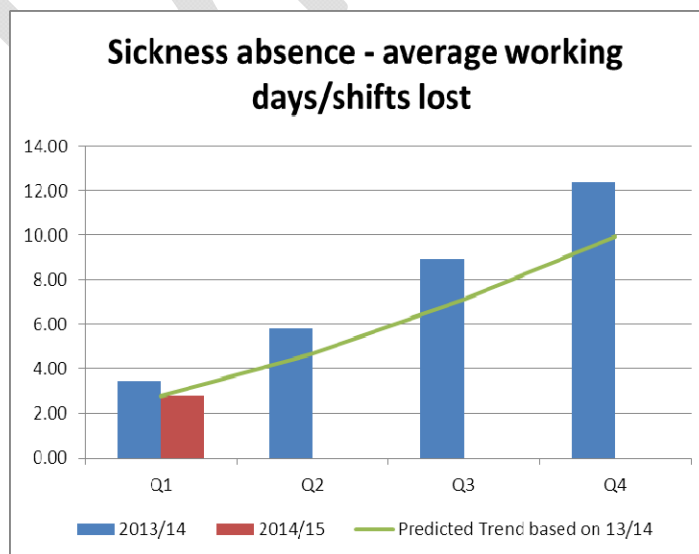


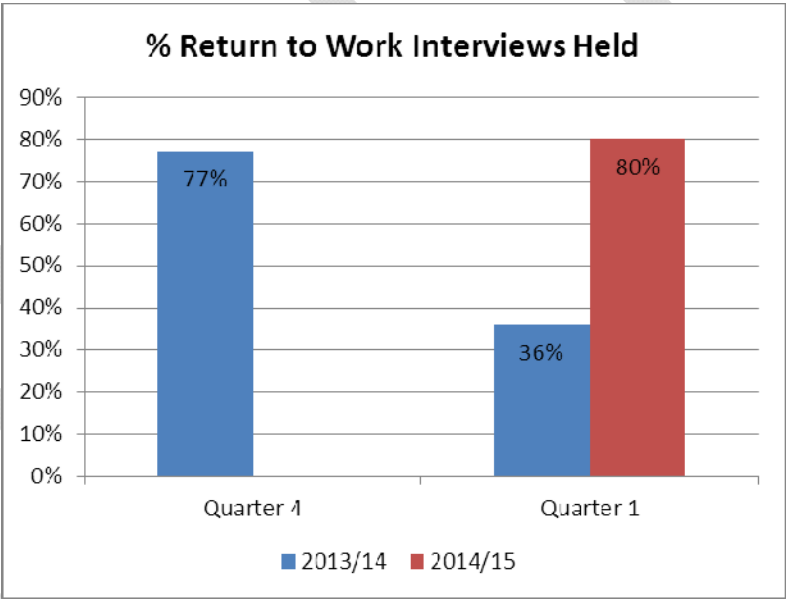
Table (i)

**3.4.3** Taking into consideration the comparator data outlined in the above table (i), if the Council continues to perform in accordance with 13/14 sickness trends it is forecasted that our end of year sickness rate would equate to **10.12** days per FTE which again would demonstrate a marked improvement on 13/14 figures.

**3.4.4** Associated with sickness rates is the 'management' of sickness. An integral part of the management process within the Council is staff's compliance with corporate sickness policies which include **return to work interviews** (*indicator 5 on scorecard*).

**3.4.5** The Council continues to embed this working practice across its services and employing a dedicated sickness coordinator has undoubtedly seen a corporate improvement since last year. This has been further embedded during the first quarter, with Return To Work (RTW) interviews increasing from a year end (13/14) position of 59% to approximately **80%** achieved during Q1 as indicated in Table (ii) below.

Table (ii)



**3.4.6** In relation to sickness absence figures – each service has been attributed a different sickness target based on historical sickness data / trends. These targets have been calculated in a way which makes targets more achievable and as a result meaningful to the Services as a whole. If all targets are met, the Council will meet its sickness absence target of 10 days per FTE.

**3.4.7** However, to date, the services who are performing over their service target are Resources, Children's Services and Council Business and further monitoring of these services during Q2 will be undertaken.

**3.4.8** Whilst the Council performs better as against its sickness target year on year, it is noted that the notional cost of sickness for Q1 is in excess of £500k.

- 3.4.9** Similarly, RTW interviews where improvements are needed from Q1 data are Children's Services (59%), Council Business (57%) and Economic and Community Regeneration (63%).
- 3.4.10** The Committee's attention is drawn to the RTW figures reported for the Learning Service which have improved significantly from the comparator data for Q1 of 13/14 (0%) with 87% of RTW interviews held during Q1 across the service (inclusive of school based data sourced).
- 3.4.11** As noted in Q4 (13/14) and again here at the end of Q1 (14/15) taking into consideration the improvements made it is acknowledged by the Senior Leadership Team that in order to continue with this overall improvement - there is a need to further embed good management processes and practices by learning from each other during 2014/15 so as to improve further on our sickness rates, costs and management as an Authority.

### **3.5 FINANCIAL MANAGEMENT**

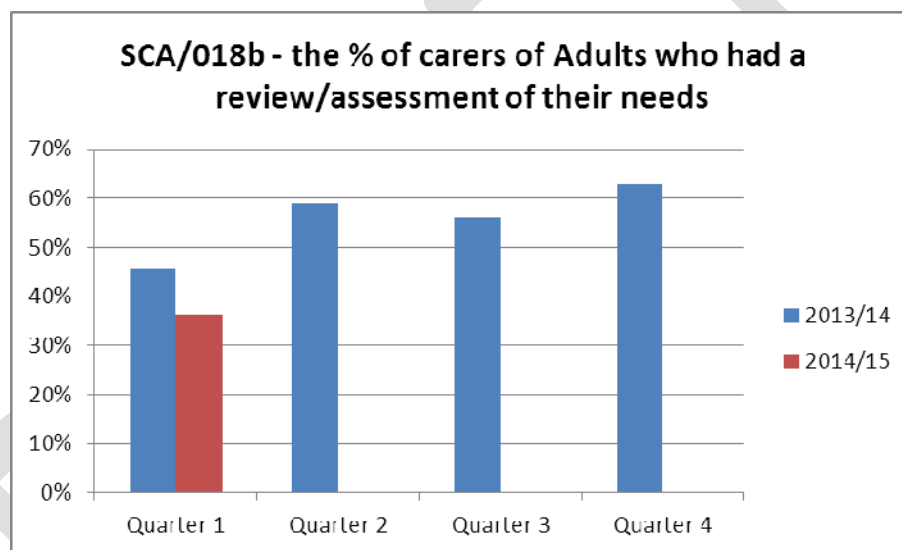
- 3.5.1** This is the first quarter since the inception of the scorecard where financial information has been collated and reported on. It is acknowledged that this report provides only a brief picture of the end of quarter position and that all indicators haven't been reported. Further detail can and will be gained from the quarter one financial monitoring report which will be available at the same meeting.
- 3.5.2** It is noted however, from the information reported that the service whereby there is a significant variance against profile in relation to 1<sup>st</sup> quarter spend is Resources. This is due to the number of external agency staff employed in order to ensure the completion of the statement of accounts and subsequent audit which is to be completed by the 30<sup>th</sup> September.
- 3.5.3** In addition, it is noted that Learning have considerably overachieved their Q1 income against target due to receipt of grants which haven't as of yet been profiled and that both Adults and Economic and Community Regeneration are underachieved against their quarterly income targets.
- 3.5.4** Whilst Adults underachievement is due to the demand driven nature of the provision, the Economic and Community Regeneration figures are based on current practise which are manually uploaded onto the system at end of quarter. By the end of Q3 this year, it is anticipated that these manual processes will have been substituted by electronic means which will provide a clearer and up-to-date picture of financial performance against income.
- 3.5.5** It is also noted within this report that the current end of quarter position as against our profiled spend v salary is an over-spend nearing £1million. This is in-keeping with our spend on agency staff which whilst totalling approx. £500k in the scorecard is also reflecting a commitment up until the end of Q2.
- 3.5.6** Whilst certain areas are of concern to the Senior Leadership Team the current quarter position will be scrutinised further over the summer months with a view of

identifying worrying trends and real concerns at end of Q2 so that mitigating measures can be put in place.

### 3.6 PERFORMANCE MANAGEMENT

3.6.1 With regards to the management of performance, two indicators within **Adult Services** show an underperformance –

3.6.1.1 (i) *03 - SCA/018b - the % of carers of Adults who had a review/assessment of their needs* which shows as **RED** on the scorecard. The result for quarter 1 of 36.4% is low compared to a total of 45.7% at the end of quarter 1 2013/14 and very low compared to the annual target of 70%. Of the 241 clients not yet assessed, 62 (26%) have refused an assessment and 179 (74%) are awaiting an assessment or review. Early indications show that this indicator is expected to improve during quarter 2, The welsh average for 12/13 was 38.7% (13/14 figures yet to be released).



3.6.1.2 (ii) *04 - SCA/018c – the % of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service* which also shows as **RED**. This indicator (62.3%) is currently underperforming against the target of 75% and is also underperforming against quarter 1 13/14 (69.7%),

3.6.2 The scorecard also draws attention to the underperformance of one of **Children's** indicators –

3.6.2.1 (i) *12 - SCC/043a – The % of required core assessments completed within 35 working days* which shows an overall underperformance against target and comparator data from Q1 in 13/14 (90.91%). This indicator was identified by the Service as underperforming at beginning of the quarter (40% during April) and positive actions were taken to improve its overall performance. Whilst

performing below target due to complexities of cases, it is acknowledged that following a positive start to 13/14 the overall performance dipped, which if not mitigated (as is currently the case) there is a risk for this year's out-turn to underperform.

**3.6.3** The other two indicators which at end of Q1 are demonstrating an underperformance is –

**3.6.3.1** (i) *19 - LCS/002b: The number of library materials issued, during the year per 1,000 population* which shows a 10% underperformance against target for the 1<sup>st</sup> quarter &

**3.6.3.2** (ii) *37 - The transformation of leisure project* which is to report on direction, activity and progress at the forthcoming service excellence programme board meeting at the end of September

**3.6.4** The scorecard this year highlights the performance of our waste service in collecting refuse from households across the island. It is drawn to the attention of the committee that whilst 53 missed bin collections have been recorded during Q1, this is in comparison with an overall figure of approx. 1.1million collections' island wide which equates to a missed bin collection rate of 0.005%.

**3.6.5** Other performance management indicators are operating within tolerances and as such are being monitored regularly by our corporate performance management arrangements with exceptions being brought to the attention of the Senior Leadership Team regularly.

**3.6.6** Having said that, further work is required to align working practices so that all indicators are communicated in a timely manner at end of quarter for a comprehensive understanding of our performance management to be gained through the committee structure. Those indicators where information needs to be collated are as follows –

**3.6.6.1** Education

**3.6.6.2** Outcome Agreement

**3.6.7** Discussions are on-going under leadership from the SLT to rectify these matters so that a comprehensive understanding of performance indicators can be gained in a timely manner so as to inform leaders of the Council's progress against all targets.

### **3.7 CUSTOMER SERVICE**

**3.7.1** Regarding Customer Management, improvement is noted in the number of complaints received against target. During Q1 only 12 complaints were received against an expectation of 16 and of these complaints 6 were either upheld or partially upheld, the remainder were unsuccessful. Again, this demonstrates a better position than 13/14 where in total 65 complaints were received.



**3.7.2** The management of complaints according the Q1 data demonstrates that they are acknowledged and responded to within timescale. If this trend continues then we'd anticipate seeing considerably less number of complaints received by the Council. This obviously depends on our overall management of arising issues and trying our utmost to become customer, citizen and community focused as noted in the Corporate Plan 2013-17.

**3.7.3** With regards to adopting a customer centred approach one area which Officers have demonstrated a difficulty in achieving target is that of responding to FOI requests within timeframe. These requests totalled 237 over Q1 (or 3.65 requests per working day) and included 1008 questions requiring a response. Of these there was an expectation that the Council required to respond to 166 requests (approx. 2.5 requests per day) over the period which demonstrates what could be a major resource implication for services if the rate continues or increases across the Council.

**3.7.3.1** The majority of these requests are made from –

3.7.3.1.1 The Media

3.7.3.1.2 Private Applicants

3.7.3.1.3 And other private companies

**3.7.3.2** Further and more detailed information can be gained from <http://www.anglesey.gov.uk/council-and-democracy/data-protection-and-foi/council-access-to-information-statistics/>

## **4.RECOMMENDATIONS**

**4.1** The Committee is requested to scrutinise the scorecard and note the areas which the Senior Leadership Team are managing to secure improvements into the future. These can be summarised as follows –

4.1.1 Sickness management – the further embedding of management processes across the Council so that we learn from each other with the aim of reducing our sickness rates to a corporate target of 10 sickness days per FTE.

4.1.2 The collation of relevant performance management data in a timely manner to comprehensively inform Members and Senior Officers of the current state of play across all indicators.

4.1.3 The management of risks associated with underperforming areas of work which if ignored could and would become an issue for the day to day management of Council provision – the need to press ahead and clarify direction with regards to the transformation of both our library and leisure provision will be a priority.

4.1.4 Freedom of Information requests – a review of the processes associated with realising these requests.

**4.2** The Committee is asked to accept the mitigation measures associated with any area of concern outlined above so that they can be communicated to the Executive Committee at their meeting on 8<sup>th</sup> September, 2014.

DRAFT

Corporate Scorecard - Quarter 1

Customer Service	Actual	Target	RAG	Trend	13/14 Result
01) No of Complaints received	12	16	Green	↑	65
02) No of Complaints upheld	6	4	Amber	↓	15
03) % of Complaints acknowledged within 5 working days	100%	100%	Green	-	-
04) % of written responses within 20 days	100%	100%	Green	-	-
05) Number of concerns	10	23	Green	↑	92
06) Number of compliments	112	-	-	-	-
07) No. of Ombudsman referrals upheld	0	0	Green	→	-
08) Mystery Shopper Scores 0-4 (Annual)	-	-	-	-	-
09) Mystery Shopper Scores 5-7 (Annual)	-	-	-	-	-
10) Mystery Shopper Scores 8-10 (Annual)	-	-	-	-	-
11) Average time taken to answer telephone (sec)	9	15	Green	→	-
12) % of telephone calls abandoned	13%	15%	Green	↑	-
13) % of correspondence acknowledged to within 5 working days (mystery shopper) (Annual)	-	-	-	-	-
14) % of correspondence repied to within 15 working days (mystery shopper) (Annual)	-	-	-	-	-
15) % of FOI Requests Responded to Within Timescale	57%	80%	Red	↓	-
16) Number of FOI Requests Responded to Within Timescale	86	-	-	-	-

People Management	Actual	Target	RAG	Trend	13/14 Result
01) Sickness absence - average working days/shifts lost	2.78	2.5	Amber	↑	12.38
02) No of staff with attendance of 100% (6 Months)	-	-	-	-	-
03) Short Term sickness	3214	-	-	-	16.5k
04) Long Term sickness	3314	-	-	-	12.3k
05) % of RTW interview held	80%	80%	Green	↑	59%
06) % of stress related sickness	8%	9%	Green	↑	10%
07) No. of occupational health referrals	83	-	-	-	362
08) No. or workplace injuries	47	79	Green	↑	315
09) No. of PDR's completed within timeframe (Qtr 2)	-	-	-	-	-
10) Number of staff authority wide, including teachers and school based staff (FTE)	2353	-	-	-	2366
11) Number of staff authority wide, excluding teachers and school based staff(FTE)	1399	-	-	-	1395
12) Local Authority employees leaving (%) (Turnover) (Annual)	-	-	-	-	-
13) Local Authority employees made redundant (compulsory)	17	-	-	-	-
14) No. of Agency Staff	24	-	-	↓	18
15) No of grant funded posts	122.5	-	-	↓	128.75
16) % of staff with email facility	54	-	-	↑	52

Financial Management	Spend (£)	Variance (%)	RAG	Trend	13/14 Result
01) Projected end of year position				-	-
02) Spend v Profile (Over spending) Resources	£1,203,225.00	26.28%	Red	-	-
04) Spend v Profile (Under spending) Learning	-£382,918.00	-37.22%	Amber	-	-
05) Achievement against efficiencies (over/under) Service 1	-	-	-	-	-
06) Achievement against efficiencies (over/under) Service 2	-	-	-	-	-
07) Achievement against efficiencies (over/under) Service 3	-	-	-	-	-
08) Income v Targets – (Under achieving) Adults Services	£161,606.00	11.49%	Amber	-	-
09) Income v Targets – (Under achieving) Economic & Community	£87,596.00	11.58%	Amber	-	-
10) Income v Targets – (Over achieving) Learning	-£1,460,593.00	106.27%	Red	-	-
11) Aged debt analysis across all categories of debt	-	-	-	-	-
12) Spend v Salary (£) Over + / under spending (-)	£945,342.00	-	-	-	-
13) Spend v Salary (% of Total Budget)	£37,824,760.00	-	-	-	-
14) Cost of agency staff (£'000)	£553,874.00	-	-	-	-
15) Cost of sickness absence – direct & indirect (Notional cost)	£559,345.04	-	-	-	-
16) Grants Income – Welsh Government	-	-	-	-	-
17) Grants Income - European	-	-	-	-	-
18) Grants Income – Other	-	-	-	-	-

Corporate Scorecard - Quarter 1

Performance Management	Actual	Target	RAG	Trend	Quartile	14/15 Target	13/14 Result
01) SCA/002a: The rate of older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31st March	54.72	55	Green	↑	-	55	-
02) SCA/002b: The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March	18.10	19	Green	→	-	19	18.16
03) SCA/018b: The percentage of carers of adults who had an assessment or review of their needs in their own right during the year	36.4	70	Red	↓	-	70	63.2
04) SCA/018c: The % of carers of adults who were assessed or re-assessed in their own right during the year who were provided with a service	62.3	75	Red	↓	-	75	73.9
05) SCA/019: The % of adult protection referrals completed where the risk has been managed	100	90	Green	↑	-	90	88.9
06) SCC/004: The percentage of children looked after on 31 March who have had three or more placements during the year	0	8	Green	↑	-	8	7.79
07) SCC/011a: The % of initial assessments that were completed during the year where there is evidence that the child has been seen by the Social Worker	98.57	100	Green	↑	-	100	92.22
08) SCC/042a: The % of initial assessments completed within 7 working days	98.57	85	Green	↑	-	85	90.86
09) SCC/014: The % of initial child protection conferences due in the year which were held within 15 working days of the strategy	96.43	100	Green	↑	-	100	92.66
10) SCC/025: The % of statutory visits to looked after children due in the year that took place in accordance with regulations	96.94	100	Green	↑	-	100	90.54
11) SCC/041a: The percentage of eligible, relevant and former relevant children that have pathway plans as required	90	100	Amber	↑	-	100	77.78
12) SCC/43a: The % of required core assessments completed within 35 working days	70.27	85	Amber	↓	-	85	71.68
13) HHA/002 The average number of days between homeless presentation and discharge of duty for households found to be statutorily homeless	286	600	Green	↑	-	600	531
14) HHA/017a The average number of days all homeless families with children spent in bed and breakfast.	10.5	42	Green	↓	-	42	90.8
15) HHA/017b the average number of days that all homeless households spent in other forms of temporary accommodation	260.4	650	Amber	↑	-	650	621.6
16) LCL/001b: The no. of visits to public libraries during the year, per 1,000 per population	69k	70k	Amber	↓	-	281k	219k
17) LCL/004: The no. of library materials issued, during the year per 1,000 population	72k	80k	Red	↓	-	310k	309k
18) No. of attendances (young people) at sports development / outreach activity programmes	36k	31k	Green	↑	-	-	-
19) LCS/002b: The number of visits to local authority sport and leisure centres during the year where the visitor will be participating in physical activity, per 1,000 population	162k	142k	Green	↑	-	611k	614k
27) THS/011c: The % of non-principal (C) roads that are in an overall poor condition	17.6	TBD	Amber	→	-	TBD	17.6
28) Jobs Created	20	8	Green	-	-	25	41
30) The number of actual missed bin collections	53	120	Green	↓	-	-	152
32) HLS/010c: Average number of days to complete routine void repair	7.2	30	Green	-	-	30	19.3
31) PLA/004c: The percentage of householder planning applications determined during the year within 8 weeks	92	85	Green	-	-	-	-
35) School Modernisation Programme	-	-	Green	-	-	-	-
36) Older Adult Social Care Programme	-	-	Green	-	-	-	-
37) Leisure Project	-	-	Red	-	-	-	-
38) Library Project	-	-	Amber	-	-	-	-
39) Adoption and compliance with a timetable for close of accounts and production of Statement of Accounts	Yes	Yes	Green	-	-	Yes	Yes
22) No. of Permanent Exclusions	0	0	Green	-	-	0	0
20) Attendance - Primary (%)	-	-	-	-	-	94.5	-
21) Attendance - Secondary (%)	-	-	-	-	-	93.3	93.4
23) No. of days lost to temp exclusion - Primary	-	-	-	-	-	-	-
24) No. of days lost to temp exclusion - Secondary	-	-	-	-	-	-	-
25) KS4 - % 15 year olds achieving L2+	-	-	-	-	-	56	54.2
26) KS4 - % 15 year olds achieving L1	-	-	-	-	-	-	-
29) No of new apprenticeships under 'Prentisiaeth Menai'	-	-	-	-	-	-	-
33) % of repairs (BMU) completed first time	TBD	-	-	-	-	-	-
34) Outcome Agreements	-	-	-	-	-	-	-

<b>CYNGOR SIR YNYS MON</b>	
<b>Report to</b>	<b>Executive</b>
<b>Date</b>	<b>8 September 2014</b>
<b>Subject</b>	<b>Performance Report 2013/14</b>
<b>Deilydd(ion) Portffolio</b>	<b>Councillor Alwyn Rowlands</b>
<b>Chief Officer</b>	<b>Bethan Jones – Deputy Chief Executive</b>
<b>Liaison Officer</b>	<b>Gethin Morgan – Business Planning and Programme Manager</b>
<b>The nature and reason for reporting</b>	
<p>There is a statutory requirement under the Wales Programme for Improvement and Local Government (2009) the Council to report on performance over the previous year before the end of October each year</p>	

<b>A -Introduction / Background / Issues for consideration</b>
<p>The Council needs to publish a forward looking Corporate Plan as soon as practicable after 1 April each year, a document containing the key priorities and Improvement objectives of the Authority for the year. In addition, the council is also required to prepare and publish its annual Performance Report by 31 October each year - a document which analyses performance over the previous financial year. This paper outlines our production of the Performance Report (Draft) looking back over the performance of the Council for 2013/14, and is presented as a work in progress.</p> <p>The Performance Report is to be submitted to the full Council on 9th October 2014</p>

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

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

In addition, the Report also looks at progress against the **priorities identified in the Corporate Plan 2013-17**, inclusive of Regenerating our Communities and Developing the Economy; Increasing our Housing Options and Reducing Poverty; Transforming our Leisure and Library Provision; Becoming Customer, Citizen and Community Focused and Transforming our Information and Communication Technologies (ICT). Some of the above also contribute towards our new Outcome Agreement 2013-2016 as well as to the wider Transformation Agenda.

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

### **Performance Indicators**

Under the Performance Measurement Framework all councils in Wales are collecting and sharing data for National Strategic Indicators (NSIs) and Public Accountability Measures (PAMs) under each service area. The full results for the indicators for 2013/14 are shown in the Appendices to the final report. This section of the plan looks at performance against the upper quartiles, middle and bottom, as well as against year on year performance.

**\*Note The comparative PI data has not been analysed and included as yet as there is a restriction on the use and publication of benchmarking data until 3<sup>rd</sup> September by the Welsh Government, giving an opportunity to all Councils to agree that the figures are correct for individual councils across Wales prior to publication. The information will be analysed and included in the Final Performance Report.**

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

Adroddiad Perfformaid – Performance Report (Draft) Medi/Sept 2014

<b>C - Impact and Implications</b>		
<b>8</b>	<b>Communication</b>	
<b>9</b>	<b>Consultation</b>	
<b>10</b>	<b>Economic</b>	
<b>11</b>	<b>Environmental</b>	
<b>12</b>	<b>Crime and Disorder</b>	
<b>13</b>	<b>Outcome Agreement</b>	

<b>D – Recommendation(s)</b>
<p><b>That the Executive:-</b></p> <p><b>Delegate authority to the Deputy Chief Executive in consultation with the Portfolio Holder for Corporate Performance to complete and publish the full plan for submission to the full Council on 9th October 2014</b></p>

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

<b>Appendices</b>
None

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

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ISLE OF ANGLESEY COUNTY COUNCIL	
<b>REPORT TO:</b>	<b>EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>8 SEPTEMBER 2014</b>
<b>SUBJECT:</b>	<b>BUDGET MONITORING QUARTER 1 REPORT</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR H E JONES</b>
<b>HEAD OF SERVICE:</b>	<b>RICHARD MICKLEWRIGHT</b>
<b>REPORT AUTHOR:</b>	<b>BETHAN HUGHES OWEN</b>
<b>TEL:</b>	<b>01248 752663</b>
<b>E-MAIL:</b>	<a href="mailto:Bethanhughesowen@anglesey.gov.uk">Bethanhughesowen@anglesey.gov.uk</a>
<b>LOCAL MEMBERS:</b>	n/a

**A - Recommendation/s and reason/s**

This report outlines the position on the Council's revenue spending for the first quarter of 2014/15 together with a projected position for the year as a whole.

It is recommended that :-

- (i) the position set out in respect of financial performance to date;
- (ii) the projected year end deficit;
- (iii) actions being taken to address this;

be noted and monitored.

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

n/a

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

In February 2014 the Council set a net budget with a net services expenditure of £126m.

This report sets out the financial performance of the Council's Services for the first three months over the financial year and the projected position for the year as a whole, identifying the overall position and the sources of the main variances.

The overall projected financial position is a £652k overspend, explanations for the significant variances are included within the report.

The budget for 2014/15 included required savings of £6.26m. These have been incorporated into the individual Service budgets and achievement or non-achievement of these is reflected in the net under/overspends shown.

Together these present the overall position in the Management of the Council Fund for the year to date.

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

Yes.

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

**1. General Balance – Opening Position – Planned Contribution in 2014/15**

As reported to the Executive at its meeting on the 9th June 2014, the provisional out-turn position for 2013/14 was significantly better than expected; so that the general balance at the start of the current financial year stood at just over £6m. (This figure remains provisional until the Statement of Accounts for 2013/14 is approved later this month. No variation to it has been identified during the progress of the annual audit to date).

## **2. Quarter 1 – Financial Performance by Service**

Detail of financial performance by service for the first three months of the year, and the projected out-turn position for each is set out in Appendix A. The overall forecast is for a net overspend on the services of £652k. A summary identifying the main variances is shown below.

<b>Summary Projected Variance at 31/03/15 based on Quarter 1 Financial Information</b>	
	<b>Under/ Overspend £000</b>
Central Education	- 35
Social Care	- 339
Leisure & Culture	+ 75
Highways	+ 156
Planning & Public Protection	+ 184
Finance	+ 482
Other	+ 129

## **3. Explanation of Significant Variances**

### **Central Education - £35k underspend**

The underspend is due to a number of reasons, the main underspend is due to expected extra Capacity in the Out of County and home tuition provision. This area is demand led and it is possible that the underspend could significantly reduce by year end.

### **Social Care - £339k underspend**

The projected underspend is due to Services for the Elderly £363k, however, this is a volatile area and is subject to changes in the coming months. Work is being undertaken to improve the projections in this area. Children and Young People's projected underspend of £3.8k. There is currently the expectation that Mental Health, will overspend, however, this is a demand led Service which has a range of complex and expensive clients. Officers are currently developing plans to identify the savings identified and reduce any financial pressure on the Service. Progress towards these will be monitored closely on a monthly basis and progress reported in Quarter 2 financial monitoring report.

### **Highways Projected Overspend £156k**

The overspend is due to the budgeted income for car parks, maintenance management and street works income not being achieved. These, again, are demand led budgets and are subject to change during the financial year.

### **Planning & Public Protection Projected £184k Overspend**

The overspend is mainly due to budgeted income not being achieved in Quarter one, however, it is possible that the budget income will be achieved by the end of the financial year.

### **Finance Projected £482k Overspend**

The overspend is due to the additional resources employed by the Resources Function.

### **Benefits Granted £130k Overspend**

As from April 2013, Council Tax Benefit was replaced by the localised Council Tax Reduction Scheme. Up to April 2013, the recovery of Council Tax Benefits from the Department for Work & Pensions (DWP) was more or less 100% of the benefits expenditure. From April 2013, the Council was allocated a fixed grant based on the average case load over 3 years.

It is possible that the benefit claims could either increase or decrease by the financial year end and is difficult to predict, as this will depend upon the future social and economic environment, demography, migration and the prospects of employment within Anglesey, at present the current expectation is an overspend of £130k.

### **Other net under or overspends - £129k**

This relates to the range of services for which the projected variance for the year is not shown in highlight in Appendix A.

<b>DD - Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	
<b>E - Risks and any mitigation (if relevant)</b>		
1	<b>Economic</b>	
2	<b>Anti-poverty</b>	
3	<b>Crime and Disorder</b>	
4	<b>Environmental</b>	
5	<b>Equalities</b>	
6	<b>Outcome Agreements</b>	
7	<b>Other</b>	
<b>F - Appendices:</b>		
Appendix A - Financial Performance by service and the projected out-turn position.		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		

## Financial Performance by service and the projected out-turn position.

Directorate	Actual & Commitments Qtr 1 2014 £'000	Profiled Budget Qtr 1 2014 £'000	Variance Qtr 1 £'000	Projected Outturn Expenditure £'000	Budget For Year £'000	Projected Variance for Year £'000
<b>Lifelong Learning</b>						
Delegated Schools Budget	10,249	10,249	0	43,559	43,559	0
Central Education	1,564	1,593	-29	7,388	7,423	-35
	<b>11,813</b>	<b>11,842</b>	<b>-29</b>	<b>50,947</b>	<b>50,982</b>	<b>-35</b>
<b>Communities</b>			0			
Social Care	7,074	7,160	-86	29,377	29,716	-339
Leisure & Culture	710	616	94	4,373	4,298	75
Housing	437	471	-34	1,571	1,571	0
	<b>8,221</b>	<b>8,247</b>	<b>-26</b>	<b>35,321</b>	<b>35,585</b>	<b>-264</b>
<b>Sustainable Development</b>			0			
Economic Development	234	255	-21	1,900	1,487	413
Maritime	71	-6	77	40	395	-355
Fleet	90	-9	99	-55	-55	0
Highways	1,826	2,176	-350	10,076	9,920	156
Planning & Public Protection	303	280	23	2,553	2,737	-184
Property	-53	-18	-35	452	452	0
Rechargeable Works	91	52	39	0	0	0
Directorate Management	14	14	0	57	57	0
Waste	1,853	1,777	76	8,021	7,876	145
	<b>4,429</b>	<b>4,521</b>	<b>-92</b>	<b>23,044</b>	<b>22,869</b>	<b>175</b>

<b>Deputy Chief Executive</b>							
Corporate - Other Services	403	403	0	1,689	1,490	199	
Corporate and Democratic Costs	196	238	-42	1,896	1,896	0	
Chief Executive Department	322	320	2	1,736	1,592	144	
Audit	58	55	3	0	0	0	
Finance - Excluding Benefits Granted	881	381	500	483	1	482	
Finance - Benefits Granted	2,380	1,915	465	6,047	5,917	130	
Benefits and Revenues	272	228	44	915	875	40	
Human Resources	305	170	135	20	0	20	
ICT	462	439	23	-212	0	-212	
Legal and Administration	312	295	17	205	232	-27	
Policy	136	131	5	64	64	0	
Corporate Finance	3,945	3,945	0	5,116	5,116	0	
	9,672	8,520	1,152	17,959	17,183	776	
<b>Total</b>	<b>34,135</b>	<b>33,130</b>	<b>1,005</b>	<b>127,271</b>	<b>126,619</b>	<b>652</b>	
<b>FUNDED BY</b>							
NNDR				-22,042	-22,042	0	
Council Tax				-29,512	-29,512	0	
Outcome Agreement Grant				-686	-686	0	
Revenue Support Grant				-74,390	-74,390	0	
				-126,630	-126,630	0	

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>8 SEPTEMBER 2014</b>
<b>SUBJECT:</b>	<b>BUDGET MONITORING REPORT FIRST QUARTER 2014/15 - CAPITAL</b>
<b>PORTFOLIO HOLDER:</b>	<b>COUNCILLOR H E JONES</b>
<b>LEAD OFFICER:</b>	<b>GARETH ROBERTS</b>
<b>CONTACT OFFICER:</b>	<b>RICHARD MICKLEWRIGHT (EXT: 2601)</b>
<b>Nature and reason for reporting:</b>	
To enable the Executive to be responsible for monitoring of budgets at a corporate level.	
<b>A - Introduction / Background / Issues</b>	
<b>1. <u>BACKGROUND</u></b>	
1.1 This is the capital budget monitoring report for the first quarter of the financial year. Appendix A is a summary of expenditure against the budget up to the end of June.	
<b>2. <u>PROGRESS</u></b>	
2.1 Expenditure to the end of June is £1.3m on general schemes, which equates to 5.9% of the total budget. This was behind the same time last year (£2.2m, 13%). The reason for this is that some of the projects are at a very early stage, such as the Flying Start Capital Expansion Programme, where only planning application and ecology work has commenced, and other schemes will spend most of their budget at a later stage in the year, such as the refurbishment of various schools, which will mainly be carried out over the summer holidays. During the first quarter, work has progressed on a number of schemes including the Strategic Infrastructure Sites & Premises, where 25% of the budget has been spent and the Physical Regeneration (3 Towns), where 37% of the budget has been spent. Additionally, there are schemes that saw reduced expenditure this quarter compared to the same period last year, such as Waste Management: Civic Amenities Sites, where there was £0.2m spend last year compared to nil expenditure this year. There have also been some new grant funded schemes commence this year, including the Intermediate Care Fund within Adult Social Care. The overall effect has been a decreased level of activity and progress on programme compared with the same period last year.	
2.2 Expenditure to the end of June on housing schemes is £1.3m, which is 13% of the total housing budget. This is a slightly higher level than last year (£0.4m, 6%), mainly due to works on Planned Maintenance Contract of Council Housing progressing well, with expenditure of £0.9m this quarter compared to expenditure of £0.3m at the same period last year.	
2.3 Total expenditure to the end of June is 12% of the budget. This is due to a number of large schemes, including the Highways Local Government Borrowing Initiative, being weighted towards the end of the year.	
2.4 These reports normally focus on grant aided schemes and other projects where there can be considerable risk if projects slip or over-run the budget. As previously reported, the number of grant aided projects has reduced following cuts in Welsh Government budgets, although there are some large European Grant aided projects underway (being the Three Towns scheme, the Llangefni and Mona Sites and Premises project and the Anglesey Coastal Environment). There are also currently 8 (1 continued from 2013/14) Welsh Government aided projects underway, the most significant of which being the Vibrant and Viable Places Grant.	

**2.4.1** The three most significant projects in terms of risk are detailed below:-

**2.4.1.1** The Isle of Anglesey County Council has secured funding of £7,490k from the Welsh Government Vibrant and Viable Places programme over the next three financial years. The Capital Budget approved in June by the Welsh Government for 2014/15 is £2,050k. This Budget of £2,050k has been split over seven projects, Enabling New Homes (£485k), Town Homes (£225k), Viable Town Centre (£385k), Market Hall Hub (£10k), Jobs and Business (£190k), Active Community (£635k) and Sustainable Delivery (£120k). The late approval of funding (June 10th) and the associated requirements by WG (e.g. legal charges condition 4th August) mean that there has not been any capital spend by the end of the first quarter, and that there is a significant risk of underspend. Arrangements are now being made to satisfy the WG grant conditions and progress viable capital expenditure plans during the current financial year to reduce this risk of underspend.

**2.4.1.2** The smallholdings programme of improvements (financed from the ring-fenced capital receipts from the sale of smallholdings) is in its fifth and final year of the current programme. The programme of electrical installation is progressing, tenders have been received for the refurbishment of two houses and are being evaluated. Refurbishment of another four houses will be tendered in the next quarter. The programme of income generation has been under further review in order to reflect the depressed market conditions, which have resulted in the timing of capital receipts falling behind expenditure over the past three years. The programme continues to run ahead of capital receipts, with a deficit of £2,051k brought forward from 2013/14 to which must be added any expenditure in 2014/15. It is anticipated that major sales will take place in the autumn, although there is no certainty that these will be sufficient to cover the shortfall as outlined above.

**2.4.1.3** The final scheme to note is the Beaumaris Pier project (part of the Coastal Environment Scheme). It has previously been reported that although the renovation works have been completed, there are on-going discussions over the actual value of the works carried out. The retention has not been paid and the final account has not been issued. Resolution is not, therefore, expected until next financial year.

**2.4.1.4** A number of projects and schemes aligned to service and corporate transformation are in progress or are expected over the short to medium term; this includes the recent, in principle, approval of the 21st Century Schools Programme, Band A, and projects involving older adult social care. These projects and schemes will place a significant capital financing requirement on this Authority and the corporate strategic asset management plans will need to be closely aligned to deliver the capital receipts necessary to minimise the need to borrow. Any borrowing that is taken up will increase the pressures on the future budgets and increase the general risks associated with debt.

## **B - Considerations**

### **3. RESOURCES**

#### **3.1 Capital Grants**

**3.1.1** The Council's bids have already been approved for the current Convergence Programme and the match funding has already been earmarked for approved schemes.



- 3.1.2** The Council has been awarded a Grant of £185,071 from the Welsh Government for Safer Route in Communities. The purpose of the funding is to enable the Authority to implement capital schemes to support the delivery of local routes that contribute to the Welsh Government's objective to improve accessibility and safety, and encouraging walking and cycling in communities, with particular emphasis on improving routes to and from schools. The aim is to change how people travel, resulting in greater social inclusion and improved community safety. There are two schemes for the 2014/15 financial year, Cwm Cadnant (£125,850) and Valley (£59,221).
- 3.1.3** The Flying Start Capital Programme is in its second year. The grant award for 2014/15 is £720k. During the first quarter there was only a negligible spend, which was on planning application and ecology, with work on site due to commence in the autumn. There is a risk of the project costing more than the grant award, and the project costs are now being re-evaluated. Shortfall will be sought through VVP Grant, although approval will be needed.
- 3.1.4** WEFO have not formally approved the additional funds to build the additional three BREEAM "Excellent" business units on the Pen yr Orsedd site, but it is anticipated that they will in the near future. Also, there is a process ongoing to demolish Môn Training which should be funded from this WEFO scheme, with no additional funding needed. This is yet to be approved by WEFO.
- 3.1.5** 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 project proposals have been well received and have been amended following extensive public consultation and the planning works are continuing to enable a bid to be submitted. The service is very hopeful that Welsh Government will accept the bid.
- 3.1.6** The Authority has secured £377k of Capital Grant funding from the Welsh Government in relation to the Intermediate Care Fund for Adult Social Care. The purpose of the funding is to assist us to build on effective working across health, social services and housing to improve the planning and provision of more integrated services and to support people to maintain their independence and remain in their own home.

This Capital funding will be split between 8 projects and is 100% grant funded. The Projects and their budgets are:

- 24/7 Health and Social Care support service (£5k);
- Embedding intermediate care Pharmacy role into primary care (£5k);
- Provision of Equipment and Adaptations (£90k);
- Telecare Equipment (£30k);
- Mobile and Smarter Working (£97k);
- Specialist Equipment (£50k);
- Co-location of MDT Staff (£20k);
- Community Hubs (£80k).

The funding from the Welsh Government is a one-off contribution for 2014/15.

## 3.2 Capital Receipts

3.2.1 The capital receipts for this year to date are:-

	Received to 30 June 2014 £'000
Housing HRA	
Right to Buy Sales	0
Land Sales	0
Private Sector Housing	
Sales of plots	0
Repaid charges	0
Repaid grants	5
Council Fund:	
Smallholdings	170
General	69
Industrial	44
Schools	0
<b>Total</b>	<b>288</b>

3.2.2 All receipts are showing below anticipated levels, although many projects have yet to become fully operational. Forecasting the level and timing of receipts remains an ongoing problem, although the economic climate is easing nationally.

## 4. CHANGES AND POTENTIAL CHANGES THIS YEAR

4.1 Unallocated contingencies are as follows:-

	B/fwd 2013/14 £'000	Budget 2014/15 £'000	Allocated 2014/15 £'000	Adjustments 2014/15	Total Available 2014/15 £'000
Matchfunding / Regeneration	200	Nil	Nil	Nil	200
Leisure Improvements Reserve	196	Nil	Nil	Nil	196
Asset Rationalisation	2,100	Nil	Nil	Nil	2,100
Unallocated	340	Nil	Nil	Nil	340
Feasibility Studies	460	Nil	Nil	Nil	460
Spend to Save	Nil	850	Nil	Nil	850
Unsupported Borrowing*	Nil	1,000	Nil	Nil	1,000

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

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

## 5. LOOKING AHEAD

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

5.2 21st Century Schools: There are two elements to 21st Century Schools programme to note. These are the Strategic Outline Case (SOC) for each scheme within Bands A – D and the Strategic Outline Programme (SOP) for the programme as a whole.

5.2.1 The SOC for Ysgol y Llannau has been approved by Welsh Government and a combined Outline / Full Business Case will be prepared for submission in September. Welsh Government is looking for the reduced Project Budget Costs of £5.08m to be reduced further within the September submissions.

**5.2.2** The SOC for the new Holyhead Primary School is currently being prepared for submission by the end of August. This project will be procured as a Design & Build Project through the 21st Century Schools Framework. A briefing meeting took place with the contractors last week. Stage 1 tenders are being invited at the end of September.

**5.3** It has previously been reported that Local Partnerships have been working with officers to carry out option appraisal work with regards to the Council's asset rationalisation programme. A report on the 'Options Appraisal of Potential Delivery Solutions' was provided in 2013/14. 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. Relevant services will be presenting their transformation plans in due course.

### C - Implications and Impacts

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

### CH - Summary

The expenditure on general schemes to the end of June was £1.3m (5.9% of total budget). Housing schemes incurred expenditure of £1.3m (13% of the total housing budget) to June. The overall expenditure was 12% of total budget, as many of the larger schemes are weighted towards the year end.

There are schemes that contain risk relating to over running the budget or related to the receipt of grant funding. The significant schemes to note are the Vibrant and Viable Places Grant, the Beaumaris Pier renovation works and the smallholdings programme of improvements. Work is ongoing to ensure that any risks arising from all schemes are properly identified and minimised.

WEFO have not formally approved the additional funds to build the additional three BREEAM "Excellent" business units on the Pen yr Orsedd site, but it is anticipated that they will in the near future. Also, there is a process ongoing to demolish Môn Training which should be funded from this WEFO scheme, with no additional funding needed, although this is yet to be approved by WEFO.

The Authority has secured £377k of Capital Grant funding from the Welsh Government in relation to the Intermediate Care Fund for Adult Social Care. The purpose of the funding is to assist us to build on effective working across health, social services and housing to improve the planning and provision of more integrated services, and to support people to maintain their independence and remain in their own home.

Total Council Fund capital receipts to the end of June were £0.1m (excluding ring fenced small holdings receipts of £0.2m) and are expected to achieve the budget by the year end. The Smallholdings Improvement Project is currently in deficit, but capital receipts are anticipated later this year. Total HRA receipts are short of the budget, mainly due to not achieving the budgeted level of land sales.

There have been no allocations from the unallocated contingencies during the quarter. If it becomes apparent that the budgeted capital receipts are not going to be achieved, or if other budget pressures arise, it may be necessary to scale back the use of this contingency.

Looking ahead, there are currently two significant schemes to note: these are the 21<sup>st</sup> Century Schools programme and the asset rationalisation programme. The SOC for Ysgol y Llannau has been approved by Welsh Government and a combined Outline / Full Business Case will be prepared for submission in September. The SOC for the new Holyhead Primary School is currently being prepared for submission by the end of August.

With regards to the asset rationalisation programme, Local Partnerships are continuing to assist services and relevant services will be presenting their transformation plans in due course.

#### **D - Recommendations**

- (a) To note progress of expenditure and receipts against the capital budget.

**Name of author of report:** Gareth Roberts

**Job Title:** Accountant (Capital & Treasury Management)

**Date:** 20 August 2014

#### **Appendices:**

Appendix A: Capital Budget 2014/15 – Summary: June 2014

Appendix B: Revised Capital Programme for 2014/15 with a detail of the planned Capital Expenditure

#### **Background papers**

None

**RICHARD MICKLEWRIGHT  
INTERIM HEAD OF FUNCTION (RESOURCES)  
& SECTION 151 OFFICER**

**22 AUGUST 2014**

**APPENDIX A**

**Capital Budget 2014/15 : June 2014**

Projects	Budget 2014/15 £'000	Slippage 2013/14 £'000	Total £'000	Expenditure		Comments
				£'000	%	
<b>Housing</b>	<b>6,634</b>	<b>3,320</b>	<b>9,954</b>	<b>1,322</b>	<b>13</b>	
Housing Revenue Account (HRA)	5,734	1,779	7,513	885	12	During Q1 works proceeded on schemes carried forward from 2013/14. In addition, three new contracts with a combined value of £2.9m were awarded during Q1 with all three contracts expected to reach practical completion by the year end.
Private : Grants & Loans	900	1,148	2,048	371	18	
Affordable Housing	0	393	393	66	17	The grants and loans schemes are expected to have been spent by the year end. Priorities continue to be considered jointly with the funding required for the mortgage rescue/home buy scheme, which will benefit from a contribution from Cymdeithas Tai Eryri.
<b>Education</b>	<b>1,720</b>	<b>1,049</b>	<b>2,769</b>	<b>43</b>	<b>2</b>	
21st Century Schools Contingency	0	850	850	0	0	
Flying Start Capital Expansion Programme	720	0	720	4	1	The only spend during the first quarter was on planning application and ecology. Work is due to commence on site in the Autumn, although due to a risk of significant overspend, project costs are now being evaluated.
Education : Other	1,000	199	1,199	39	3	This relates to minor works schemes in the various schools. The budgets are fully committed, but spend in Quarter 1 is low due to the fact that most of the work carried out will be completed over the summer holidays.
<b>Regeneration</b>	<b>4,491</b>	<b>2,106</b>	<b>6,597</b>	<b>1,094</b>	<b>17</b>	
Econ Dev: Strategic Infrastructure - Sites and Premises	1,666	215	1,881	468	25	Construction of the 4 units at Pen Yr Orsedd is now approaching completion with the handover expected in September. A bid to secure additional WEFO funding to construct a further 3 units could be approved in the near future.
Econ Dev : Other	650	721	1,371	110	8	This relates to the match-funding Cyfenter Scheme, Local Investment Fund Grants, Anglesey Business Centre Extension Plans and the Anglesey Coastal Environment Project.
Property: Smallholdings Programme of Improvements	250	0	250	20	8	The smallholdings programme of improvements (financed from the ring-fenced capital receipts from the sale of smallholdings) is in its fifth year. The programme of electrical installation is progressing, tenders have been received for the refurbishment of two houses and are being evaluated. Refurbishment of another four houses will be tendered in the next quarter. The programme of income generation has been under further review in order to reflect the depressed market conditions, which have resulted in the timing of capital receipts falling behind expenditure over the past three years. The programme continues to run ahead of capital receipts, with a deficit of £2,051k brought forward from 2013/14. It is anticipated that major sales will take place in the autumn which will see the programme return to a balanced funding position. The programme of expenditure will then be reviewed further in light of ongoing developments with regard to capital receipts.

Projects	Budget 2014/15 £'000	Slippage 2013/14 £'000	Total £'000	Expenditure		Comments
				£'000	%	
Waste Management: Civic Amenities Site – Penhesgyn	125	0	125	0	0	The original plan for the expenditure was for the site at Penhesgyn. But this site is now deemed not suitable, therefore the money will be spent on the Waste Container Storage Compound in Mona, which would replace the area currently occupied at Bryn Sunsur.
Physical Regeneration (3 Towns)	0	1,170	1,170	432	37	
Highways: Local Government Borrowing Initiative 2014/15	1,800	0	1,800	64	4	The budget is to be spent on projects and properties within the Holyhead Townscape Heritage Initiative. The works are expected to gain momentum during the year, being weighted towards the second half of the year. It is expected that all the programmed works will be completed by the year end.
<b>Other</b>	<b>1,570</b>	<b>1,311</b>	<b>2,881</b>	<b>178</b>	<b>6</b>	
Highways : Other	650	378	1,028	153	15	This budget relates vehicles, structures, carriageways, car parks and street lighting which are progressing as anticipated.
Property: Other	770	453	1,223	25	2	This all relates to disabled access and building risk management work, and extensions to two cemeteries, one in Llanddona and the other in Llanbedrgoch.
ICT: Strategy	150	480	630	0	0	No expenditure on ICT: Strategy during the first quarter.
<b>Total</b>	<b>14,415</b>	<b>7,786</b>	<b>22,201</b>	<b>2,637</b>	<b>12</b>	

**APPENDIX B**

<b>Slippage 2013/14</b>	<b>Budget 2014/15</b>			
<b>£'000</b>	<b>£'000</b>	<b>SERVICE</b>	<b>Detail of the planned Capital Expenditure</b>	<b>Amount ('000)</b>
199	<b>1,000</b>	<b>Education</b> Schools - Refurbishment	Ysgol Syr Thomas Jones - Toilet Refurbishment Ysgol Uwchradd Bodedern - Replacement Boiler and Roofing works Ysgol Gyfun Llangefni - Works on school car park, re-wiring, Doors and the Fire Alarm system Ysgol David Hughes - Fire Risk Ysgol Uwchradd Caergybi - Science Block, Roof, Boiler Ysgol Gynradd Y Borth - Toilets	100 719 100 50 200 30
850	<b>720</b>	Flying Start Capital Expansion Programme 21st Century Schools Contingency	Adjustment to Flying Start Building Holyhead Capital Costs & design fees Ysgol y Llannau. Planning for new School in Holyhead No further information on Contingency	720 Minimal 850
<b>1,049</b>	<b>1,720</b>	<b>Sub-Total</b>		<b>2,769</b>
1,170		<b>Planning</b> Physical Regeneration (3 Towns)	Projects & Properties within the Holyhead Townscape Heritage Initiative	1,170
<b>1,170</b>	<b>0</b>	<b>Sub-Total</b>		<b>1,170</b>
		<b>Waste</b> Waste Containers Storage Compound - Penhesgyn	The monies will be used in connection with Waste Container Storage Compound in Mona, The storage compound would replace the area currently occupied at Bryn Sunsur.	125
<b>0</b>	<b>125</b>	<b>Sub-Total</b>		<b>125</b>
		<b>Economic Development</b> Matchfunding Cyfenter Scheme	This is Run by Menter Môn, and it's the Councils contribution in giving out grants to third sector community economic enterprises.	300
	<b>130</b>	Local Investment Fund Grants	The Council gives out grants to local businesses	130
	<b>25</b>	Anglesey Business Centre Extension Plans	Plans in 2007 to extend the centre, updating and reviewing these plans to submit for planning application to extend Business Centre	25
215	<b>1,666</b>	Strategic Infrastructure on Anglesey - Sites and Premises	7 new units on Penyrsedd site and building demolition of Môn Training	1,881
	<b>495</b>	Anglesey Coastal Environment Project	Porth Dafarch, Holy Island Yacht Station pontoons, Menai Bridge Beach Road, Rhosneigr Slipway, Treaddur Bay Harbour Viewing Area, Cemaes Bay	125 57 107 57 57
721		Other	Access for All Beach, Cemaes Bay No information available	257 256
<b>936</b>	<b>2,316</b>	<b>Sub-Total</b>		<b>3,252</b>

		<b>Highways and Transportation</b>		
	200	Carriageways	Pengorffwysfa to Llanelian Treglele Village Contingency: General	72 30 26
	50	Car Parks	Ravenspoint Road, Trearddur Bay	72
	180	Structures	No more information available Aberffraw Llanfairynghornwy	50 90 90
	20	Street Lighting	No Plan - looking at the age of lamps and replacing the less efficient lamps	20
	50	Estate Roads and Footways	No more information available	50
	1,800	Local Government Borrowing Initiative	Carriageway Resurfacing Drainage Improvement Footway reconstruction	1,490 170 140
	150	Vehicles	No more information available	150
378		Other	No more information available on slippage	378
<b>378</b>	<b>2,450</b>	<b>Sub-Total</b>		<b>2,828</b>
		<b>Property</b>		
	200	Disabled Access to Public Buildings	Ysgol Syr Thomas Jones - Disabled Access Ysgol Gyfun, Llangejni - Disabled Access Ysgol Uwchradd Caergybi - Disabled Works Ysgol Gynradd Fali - Disabled Works Ysgol Esceifiog - Disabled Works Ysgol Llanfechell - Disabled Works Secondary schools unallocated DDA Contingency: General	5 40 30 10 30 15 50 20
	450	Buildings Risk Management & Structural Maintenance	Primary Schools - Legionella Risks Unallocated Primary Schools - LPG Unallocated Primary Schools - Kitchens unallocated Various - Compliance with Legionella ACOP Last Trading Post - New Window Post Office Brynsiencyn - Flat Roof Council Depot - Asbestos Removal Unit 2 Bodedern - Convert window to door Old National School - Roofing Old National School - Retaining Wall Foel Fawr Access - Access Track All properties - Fire Risk All properties - Boilers All properties - LPG Safety Programme Contingency: General	50 30 50 50 3 3 10 2.5 15 5 4 17 100 50 60.5
	120	Extension to Llanddona Cemetery Llanbedrgoch Cemetery Extension	Extending the Llanddona Cemetery Extending the Llanbedrgoch Cemetery	120 110



		Smallholdings (Ringfenced programme)	No Programme Yet	250
453	250	Other	No more information available on slippage	343
<b>453</b>	<b>1,020</b>	<b>Sub-Total</b>		<b>1,473</b>
		<b>Corporate</b>		
480	150	ICT Strategy	No Programme Yet	630
<b>480</b>	<b>150</b>	<b>Sub-Total</b>		<b>630</b>
<b>4,466</b>	<b>7,781</b>	<b>Total - General</b>		<b>12,247</b>
		<b>Housing</b>		
		<b>Public Sector Housing :</b>		
1,779	5,734	Housing Revenue Account Capital Programme	Planned Maintenance on Council Houses	5,350
			WHQS Planned Works 2014-15 - Unallocated contingency	400
			WHQS Change of Tenancy 2014-15 - Unallocated contingency	350
			Environmental Works 2014-15 - Unallocated contingency	250
			Sheltered Housing Review - Unallocated contingency	735
		Other	No information on slippage	428
		<b>Private Sector Housing Schemes :</b>		
	900	Private Sector Housing Grants and Loans Schemes	Energy Efficiency Grants 14-15 programme	100
			First Time Buyer Grants 14-15 programme	50
			Disabled Facilities Grants 14-15 programme	750
1,148		Other	No information on slippage	1,148
393		Affordable Housing Schemes	No information on slippage	393
<b>3,320</b>	<b>6,634</b>	<b>Total Housing</b>		<b>9,954</b>
<b>7,786</b>	<b>14,415</b>	<b>TOTAL BUDGET</b>		<b>22,201</b>

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ISLE OF ANGLESEY COUNTY COUNCIL	
<b>REPORT TO:</b>	<b>EXECUTIVE COMMITTEE</b>
<b>DATE:</b>	<b>8 SEPTEMBER 2014</b>
<b>SUBJECT:</b>	<b>ANNUAL TREASURY MANAGEMENT REVIEW FOR 2013/14</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR H E JONES</b>
<b>HEAD OF SERVICE:</b>	<b>RICHARD MICKLEWRIGHT</b>
<b>REPORT AUTHOR:</b>	<b>BEN DAVIES</b>
<b>TEL:</b>	<b>01248 752610</b>
<b>E-MAIL:</b>	<a href="mailto:BenDavies@anglesey.gov.uk">BenDavies@anglesey.gov.uk</a>
<b>LOCAL MEMBERS:</b>	n/a

<b>A - Recommendation/s and reason/s</b>	
<ul style="list-style-type: none"> <li>(i) Note the actual 2013/14 prudential and treasury indicators in this report; and</li> <li>(ii) Consider the annual treasury management report for 2013/14 and pass on to the next meeting of the full Council with any comments.</li> </ul>	
<b>B - What other options did you consider and why did you reject them and/or opt for this option?</b>	
n/a	
<b>C - Why is this a decision for the Executive?</b>	
To comply with regulations issued under the Local Government Act 2003 and with the Council's Treasury Management Scheme of Delegation for 2014/15 (Annex 8).	
<b>CH - Is this decision consistent with policy approved by the full Council?</b>	
Yes	
<b>D - Is this decision within the budget approved by the Council?</b>	
n/a	
<b>DD - Who did you consult?</b>	
	<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT) (mandatory)</b>
<b>2</b>	<b>Finance / Section 151 (mandatory)</b>
<b>3</b>	<b>Legal / Monitoring Officer (mandatory)</b>
<b>4</b>	<b>Human Resources (HR)</b>
<b>5</b>	<b>Property</b>
<b>6</b>	<b>Information Communication Technology (ICT)</b>
<b>7</b>	<b>Scrutiny</b>
<b>8</b>	<b>Local Members</b>
<b>9</b>	<b>Any external bodies / other/s</b>
<b>E - Risks and any mitigation (if relevant)</b>	
<b>1</b>	<b>Economic</b>
<b>2</b>	<b>Anti-poverty</b>
<b>3</b>	<b>Crime and Disorder</b>
<b>4</b>	<b>Environmental</b>
<b>5</b>	<b>Equalities</b>
<b>6</b>	<b>Outcome Agreements</b>
<b>7</b>	<b>Other</b>
<b>F - Appendices:</b>	
Appendix A: Background Appendix B: Annual Treasury Management Review for 2013/14 (a copy of the report that was presented to, and scrutinised by, the Audit Committee on 22 July 2014)	
<b>FF - Background papers (please contact the author of the Report for any further information):</b>	
<ul style="list-style-type: none"> <li>(a) Treasury Management Strategy Statement 2013/14 (including 2013/14 Prudential and Treasury Indicators)</li> <li>(b) Treasury Management Strategy Statement 2014/15 (Appendix 8)</li> </ul>	

**BACKGROUND**

In accordance with the Treasury Management Scheme of Delegation for 2014/15 (Appendix 8 of the Treasury Management Strategy Statement 2014/15) the Annual Treasury Management Review report for 2013/14 was scrutinised by the Audit Committee on 22 July 2014. The Audit Committee resolved to accept the report (Appendix B) and to forward it to this committee without further comment. Following on from this committee the report will then be presented to the full Council at the next opportunity.

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

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

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

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

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

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

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

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

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

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

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

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

**Annexes:**

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

## 1. INTRODUCTION

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

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

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

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

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

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

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

## 3. THE COUNCIL'S OVERALL BORROWING NEED

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

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

### 3.3 Reducing the CFR

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

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

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

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

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

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

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

\* Includes voluntary application of capital receipts

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



### 3.4 Gross borrowing and the CFR

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

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

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

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

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

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

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

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

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

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

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

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

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

4.2 Borrowing is further broken down by maturity as:-

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## Graddfeydd Credyd Cyfatebol/

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

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

## THE ECONOMY AND INTEREST RATES

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

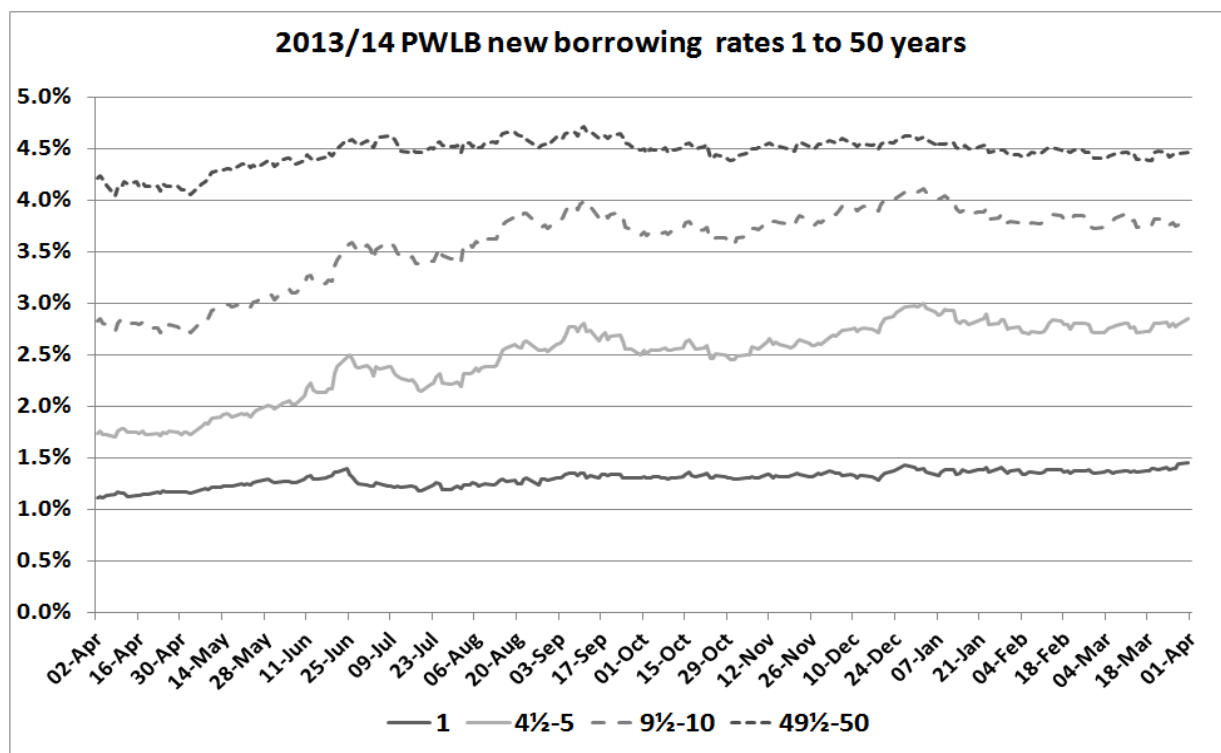
Gilt yields were on a sharply rising trend during 2013 but volatility returned in the first quarter of 2014 as various fears sparked a flight to quality (see paragraph 4.) The Funding for Lending Scheme, announced in July 2012, resulted in a flood of cheap credit being made available to banks which then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

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

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

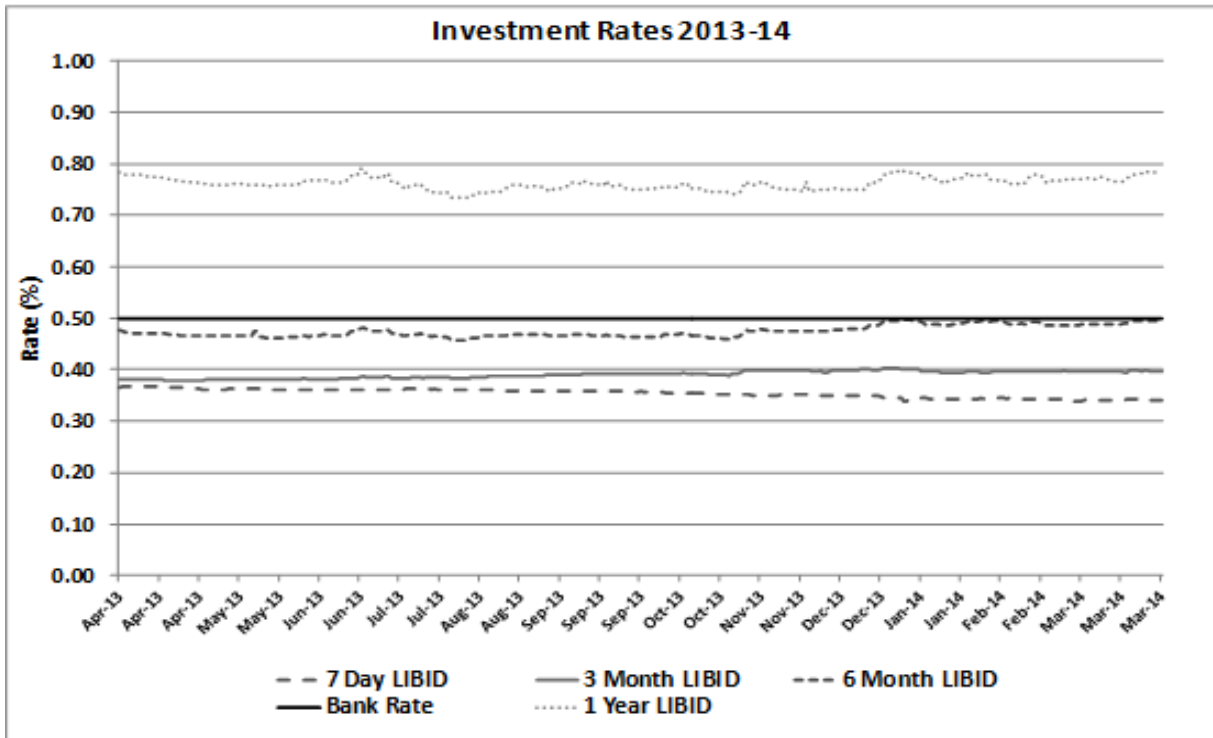


**Chart 1: Borrowing Rates 2013-14**



PWLB borrowing rates 2013/14 for 1 to 50 years									
	1	1-15	2.5-3	3.5-4	4.5-5	9.5-10	24.5-25	49.5-50	1m onth variable
2/4/13	1.120%	1.150%	1.350%	1.530%	1.750%	2.840%	4.080%	4.230%	1.470%
31/3/14	1.300%	1.420%	1.870%	2.190%	2.500%	3.660%	4.450%	4.480%	1.470%
High	1.450%	1.630%	2.230%	2.620%	2.970%	4.100%	4.670%	4.700%	1.480%
Low	1.110%	1.120%	1.250%	1.410%	1.610%	2.580%	3.780%	4.070%	1.450%
Average	1.305%	1.421%	1.853%	2.164%	2.469%	3.584%	4.427%	4.467%	1.466%
Spread	0.340%	0.510%	0.980%	1.210%	1.360%	1.520%	0.890%	0.630%	0.030%
High date	31/3/14	31/3/14	27/12/13	27/12/13	27/12/13	2/1/14	10/9/13	10/9/13	9/4/13
Low date	5/4/13	15/4/13	15/4/13	15/4/13	15/4/13	19/4/13	19/4/13	3/5/13	10/5/13

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



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

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

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

**FINANCIAL IMPLICATIONS**

There are no financial implications associated with the suggested updates.

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

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

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

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

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

This is about the Policy Framework approved by full Council.

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

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

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

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

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

## AMENDED PARTS OF CONSTITUTION

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

### 3.2.2 Meanings

#### 3.2.2.1 Policy Framework

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

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

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

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

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

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

## 3.2 The Full Council

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

### 3.2.2 Meanings

#### 3.2.2.1 Policy Framework

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

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

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

- Local Housing Strategy

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

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



## 1.0 Background

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

## 2.0 Updating the Policy Framework

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

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

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

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

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

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

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

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

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

### **FINANCIAL IMPLICATIONS**

There are no financial implications to this Report.

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

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

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

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

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

Yes.

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

Yes.

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

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

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

4	Environmental	
5	Equalities	
6	Outcome Agreements	
7	Other	

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

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

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

### **3.4.12.3 Chairing the Committee**

3.4.12.3.1 The Chair will be appointed by the full Council in accordance with rule of procedure 4.1.1.2.12 ~~at its second (adjourned) meeting of the Annual Meeting after the Leader has announced the Executive Members (and if necessary at other meetings) by secret ballot, and the Rule of Procedure 4.1.18.5 "Recorded Vote" will be suspended for this purpose.~~

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

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

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

### **3.4.12.4 Proceedings etc.**

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

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

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

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

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

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



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

#### **4.1.1 Annual Meeting of the Council**

##### 4.1.1.1 timing and business of the Annual Meeting

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

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

~~4.1.1.1.3 The first meeting will deal with all matters listed in 4.1.1.2.1 to 4.1.1.2.6 inclusive.~~

~~4.1.1.1.4 The second meeting (adjourned Annual Meeting) will deal with matters listed in 4.1.1.2.7 to 4.1.1.2.12 inclusive.~~

##### **4.1.1.2 the Annual Meeting will:**

- 4.1.1.2.1 elect a person to preside if the Chairperson of Council is not present;
- 4.1.1.2.2 elect the Chairperson of Council, such person to continue in office until the election of the Chairperson at the next Annual Meeting unless he/she resigns, (**NB** the Chairperson may be eligible for re-election);
- 4.1.1.2.3 elect the Vice-Chairperson of Council, such person to continue in office until the election of the Vice-Chairperson at the next Annual Meeting unless he/she resigns, (NB the Vice-Chairperson may be eligible for re-election);
- 4.1.1.2.4 approve the minutes of the last Meeting;
- 4.1.1.2.5 receive any announcements from the Chairperson and/or Head of the Paid Service;
- 4.1.1.2.6 **In an Election Year only**, elect the Leader (subject to Article 7 and in particular 2.7.3); ~~and~~ after the election of the Leader, be told by the Leader the name of the Deputy Leader he/she has chosen;
- 4.1.1.2.7 be told by the Leader the names of the Councillors he/she has chosen/confirmed to be members at the Executive, or be advised of any changes to the Executive members.-**
- ~~4.1.1.2.7 be told by the Leader, at the second (adjourned Annual Meeting), of the names of Councillors he/she has chosen to be members of the Executive;~~
- 4.1.1.2.8 appoint or confirm the reappointment of Scrutiny Committees, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions (as set out in Part 3 of this Constitution);
- 4.1.1.2.9 agree such part of the Scheme of Delegation as the Constitution determines it is for the Council to agree (as set out in Part 3.2 of this Constitution);
- 4.1.1.2.10 approve a programme of Ordinary Meetings of the Council for the year; and
- 4.1.1.2.11 consider any business set out in the notice convening the Meeting.
- 4.1.1.2.12 after the Leader has told the Council the names of the Councillors he/she has chosen/**confirmed** to be members of the Executive, **elect** ~~appoint~~ the Chair of the Democratic Services Committee, **subject to paragraph 3.4.12.3 of the Council's Constitution.** ~~in accordance with paragraph 3.4.12.3 of the Council's Constitution.~~

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

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

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

### **Financial implications**

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

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

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

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

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

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

Yes

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

Yes

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

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

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

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

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	The Executive
<b>Date:</b>	8 <sup>th</sup> September, 2014
<b>Subject:</b>	Regional and Local Arrangements to Safeguard Children and Adults.
<b>Portfolio Holder(s):</b>	Councillor Ken Huws
<b>Head of Service:</b>	Anwen Huws
<b>Report Author:</b> Tel: E-mail:	Anwen Huws 01248 751811 <a href="mailto:AnwenMHughes@anglesey.gov.uk">AnwenMHughes@anglesey.gov.uk</a>
<b>Local Members:</b>	Not relevant in this case

<b>A –Recommendation/s and reason/s</b>
<p>The Executive approves the proposed structure for the regional Safeguarding Children’s Boards known as the North Wales Safeguarding Children Board, as shown in this report.</p> <p>The Executive notes that the Social Services &amp; Wellbeing Bill proposes putting safeguarding adults on to a similar statutory footing as that for children, including the requirements for Adult Safeguarding Board.</p> <p><b>Reasons</b></p> <p>Clearly the risk that we fail to safeguard is paramount and is sighted in the corporate risk register and service risk register. It is essential we seek solutions that ensure we deliver the most secure and suitable safeguarding services to the authority’s children and families. We must also recognize the strength regional agenda particularly working alongside our regional partners such as the Police and Health who also have clear responsibilities to protect and safeguard children. It is our view that this is the best arrangement to ensure that the council is well prepared to support the requirements to protect and safeguard children. It is our view that this is the best arrangement to ensure that the council is well prepared to support the requirement of the Social Services and Wellbeing Act, and to also develop a North Wales best fit solution, based on evidence of what works in relation to Safeguarding. The</p>

recommendations are aligned to our corporate priorities.

- Safeguarding children supports our corporate priority for an Anglesey where people are healthy and safe.
- The Local Safeguarding Children Board is a statutory requirement and contributes to the delivery of the council's responsibilities for vulnerable children.

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

Local Safeguarding Children Boards are statutory partnerships, which co-ordinate and ensure the effectiveness of partners safeguarding activities (Children's Act 2004). Regulations further expand on the functions of an LSCB, and specify membership of the board. The Social Services & Wellbeing Bill proposes putting safeguarding adults on to a similar statutory footing as that for children, including the requirements for Adult Safeguarding Boards. The Social Services & Wellbeing Act also requires agencies to establish regional safeguarding boards. The regions are defined according to the Local Health Board foot print: North Wales is the defined region for our area.

**Quo Three Sub Regional Boards** - This option is not the preferred option going forward. As it will not meet the requirements of the Social Services & Well Bill. Three sub-regional Safeguarding Childrens Boards have been in place for some time across North Wales: Gwynedd & Mon LSCB, Conwy & Denbighshire LSCB, and Flint & Wrexham LSCB. Following announcements from Welsh Government in the autumn of 2011, the three sub-regional LSCB's have taken steps to promote greater integration and collaboration, and to move towards a regional structure, ahead of the forthcoming Social Services & wellbeing Act.

**A two - tier system – This option is not the preferred option.** A two tier system of Safeguarding Boards has been in place across North Wales since early 2013. A Regional Board was established, but the statutory functions remained with the three sub-regional LSCBs. The two tier system has had success, but there have been tensions. A regional approach has been adopted throughout most of the other regions across Wales, although many have proceeded to regional boards in their totality and have ceased to convene local boards. The two tier model and the fully



regional model have both been evaluated by Sheffield University and a detailed report is available on request.

### **A Regional Board with local delivery groups – Preferred Option.**

In response to the lessons learned from the operation of the two tier system, it is now proposed that a structure is put in place which maintains a strong local presence whilst also resolving the tensions between the regional and local boards. It is proposed that statutory functions will rest with the North Wales Safeguarding Children Board (NWSCB), and the sub regional groups will ensure that local practice meets local model. The North Wales regional SCB used the findings of the ADSSW/MLGA evaluation study and Independent Safeguarding Panel's report to inform discussion and decision making at its development day on 4<sup>th</sup> April 2014.

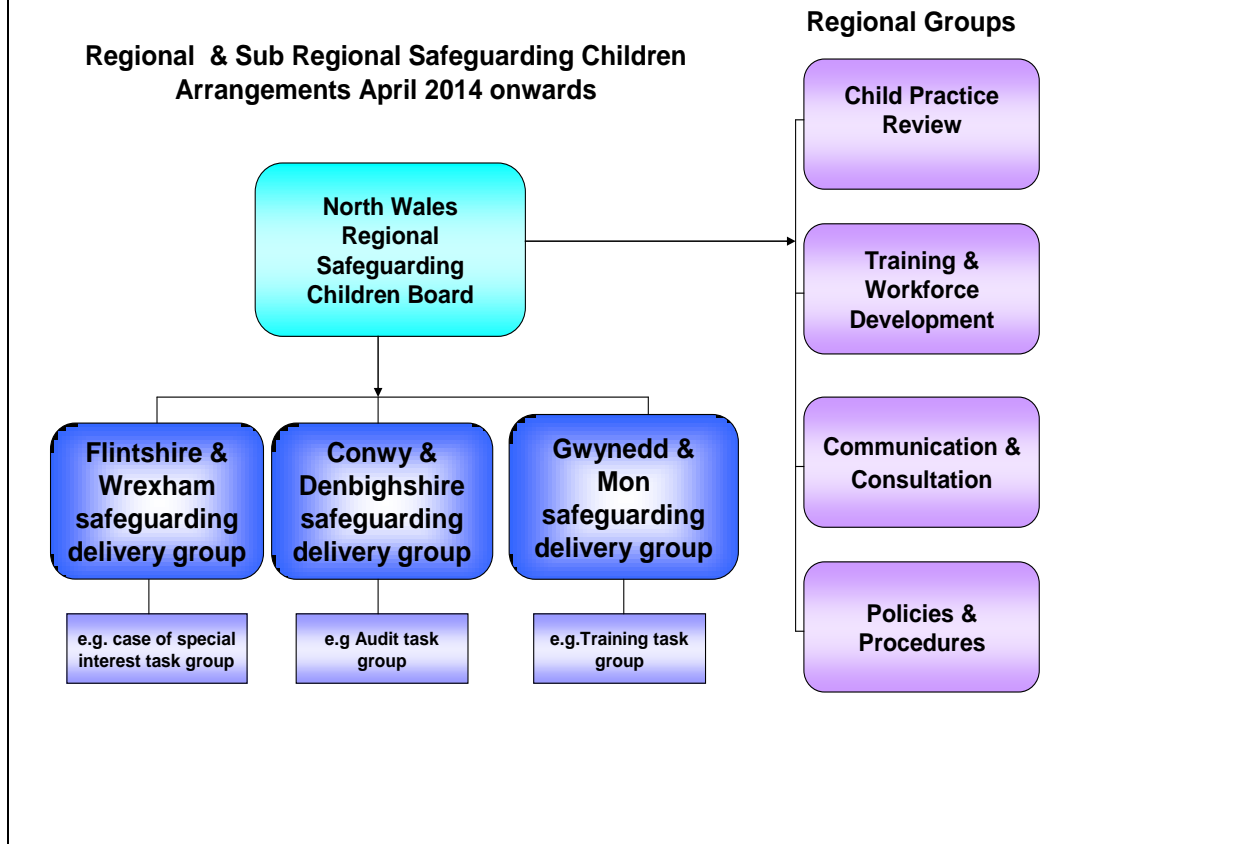
The regional SCB recognised that there was a need to reduce the duplication of roles, responsibilities and representation at regional and sub-regional levels, whilst maintaining mechanisms to deliver regional direction and engage professionals at a local level. Draft revised structures were developed at the development session, and were then formally considered and agreed at the regional SCB meeting on 8<sup>th</sup> April 2014. The proposed revised structure places responsibility and accountability with the regional board, and replaces the sub regional LSCBs with local safeguarding delivery groups. Representation will be at the level directed in statute on the Regional SCB, and at Head of Service/ operational manager level on the local delivery group. The proposed amended local structure is shown in Diagram below.

The revised structure addresses the concerns initially identified:

- Local needs, culture and language are supported via the local safeguarding delivery groups;
- Statutory Directors of Social Services can continue to report to Elected Members in local Authority Areas;
- Local and Regional structures will be supported by representatives at different levels, reducing the pressures on very senior representatives
- The regional Board will be able to make decisions and promote swifter progress.
- 

The lessons learnt from the Safeguarding Children Board pilot can now be applied to the development of regional and sub-regional structures for safeguarding adults.

Proposed Sub Regional Structure April 2014 onwards.



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

In accordance with Financial Procedure rule 4.8.6.4.1 The Executive is responsible for approving delegations, including frameworks for partnership. Therefore approval is required from the Executive to enter in to regional arrangements for the delivery of statutory requirements for safeguarding boards.

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

The decision required is not contrary to any policy within the remit of the full Council.

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

Yes

<b>E – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	Supported the report.
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<b>5</b>	<b>Human Resources (HR)</b>	N/A
<b>6</b>	<b>Property</b>	N/A
<b>7</b>	<b>Information Communication Technology (ICT)</b>	N/A
<b>8</b>	<b>Scrutiny</b>	Presented for Scrutiny on the 24.07.14. The Scrutiny Committee supported the proposal and wished it noted that the proposal did not undermine or change in any way the Local Authority's statutory responsibilities for safeguarding.
<b>9</b>	<b>Local Members</b>	N/A
<b>10</b>	<b>Any external bodies / other/s</b>	N/A

<b>F – Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	N/A
<b>2</b>	<b>Anti-poverty</b>	N/A
<b>3</b>	<b>Crime and Disorder</b>	N/A
<b>4</b>	<b>Environmental</b>	N/A
<b>5</b>	<b>Equalities</b>	Will provide a service that is statutory complaint for some of the most vulnerable children.
<b>6</b>	<b>Outcome Agreements</b>	N/a
<b>7</b>	<b>Other</b>	

<b>FF - Appendices:</b>

<b>G - Background papers (please contact the author of the Report for any further information):</b>
Report to Scrutiny on the 24 <sup>th</sup> July, 2014.



<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>8 September 2014</b>
<b>Subject:</b>	<b>Modernising Schools on Anglesey</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Ieuan Williams</b>
<b>Head of Service:</b>	<b>Gwynne Jones</b>
<b>Report Author:</b> Tel: E-mail:	<b>Emrys Bebb</b>
<b>Local Members:</b>	<b>Councillor Victor Hughes Councillor Hywel Eifion Jones Councillor Ann Griffith Councillor Peter S. Rogers</b>

<b>A –Recommendation/s and reason/s</b>
<p>At the meeting of the Executive on January 13, 2014, the Committee approved the Lifelong Learning Directorate’s Strategic Outline Programme which is a 15 year programme for modernising the education provision on Anglesey. The programme is split into 4 bands and Band A is of 6 years’ duration (2013-2019) and the subsequent Bands (B, C and D) are all 3 years in length.</p> <p>As outlined in the Isle of Anglesey County Council’s Strategic Outline Programme and its Modernisation Strategy, the primary education provision in south east Anglesey (in the Bro Rhosyr and Bro Aberffraw wards) would be reviewed in the period of 2013-2019. This document seeks authorisation to initiate that process.</p> <p>The primary schools in that area are:-            Brynsiencyn            Dwyran            Newborough            Bodorgan            Llangaffo and            Parc y Bont.</p> <p>The current situation regarding the capacity and surplus places for each school is outlined below in Table 1 (figures for the annual school census or PLASC conducted in January 2014):-</p>

**Table 1**

School	Capacity	No. of pupils	Surplus places	% surplus places	Spend per pupil (£)
Brynsiencyn	79	48	31	39%	5,379
Dwyran	78	27	51	65%	6,210
Newborough	104	49	55	53%	4,777
Bodorgan	50	35	15	30%	6,212
Llangaffo	42	45	-3	-7%	5,251
Parc Y Bont	93	89	4	4%	4,413

When grouped together, the primary schools in Brynsiencyn, Dwyran, Newborough and Bodorgan have 152 surplus places in total which is equivalent to 49% surplus places.

The situation regarding Llangaffo Primary School and Parc Y Bont Primary School is different from the other four as Llangaffo Primary School is overfull and Parc Y Bont School is 96% full. Both are Church in Wales Voluntary Controlled (VC) schools.

The spend per pupil for all six schools is higher than the average for Anglesey (£4,349) and Wales (£4,150) for 2014/15.

Both these factors show the need to review and address the primary education provision in the area.

**It is recommended that the Executive Committee:**

Authorise officers from the Lifelong Learning Department to enable them to conduct an informal or non-statutory consultation process on the primary education provision in South Western Anglesey.

Having received the authorisation, officers from the Lifelong Learning Department will prepare several possible options on the way forward by early 2015.

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

No options have been considered so far but these will be developed for the informal consultation process.

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

The Executive Committee is responsible for school organisation matters.

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

N/A

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

N/A – It is one of the plans in the Strategic Outline Programme that was approved by the Executive Committee on January 13, 2014.

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

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

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

1. Strategic Outline Programme (SOP) presented to the Welsh Government in December 2013.
2. Letter from the Welsh Government dated January 31 2014.

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive</b>
<b>Date(s):</b>	<b>8 September 2014</b>
<b>Subject:</b>	<b>Waste Management Strategy</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Richard Dew - Highways, Property and Waste Management Portfolio Holder.</b>
<b>Head of Service:</b>	<b>Mr Dewi R. Williams – Environment &amp; Technical Service</b>
<b>Report Author:</b> Tel: E-mail:	<b>Meirion P. Edwards</b> <b>2818</b> <b>mpepp@anglesey.gov.uk</b>
<b>Local Members:</b>	<b>Applicable to all Members</b>

**A – Recommendation/s and reason/s**

To note the contents of the Waste Strategy as noted in Appendix 1 and make any recommendations as required.

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

The Waste Strategy has been discussed in the Council’s internal Service Excellence Programme Board where further recommendations for improvement have been made.

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

The Executive is requested to note the contents of the Waste Strategy and make any further recommendations as required.

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

Yes.

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

The long term financial analysis is uncertain but as noted in the Waste Strategy (Appendix 1) it is likely that further service changes will be required in the medium to long term to meet financial and environmental targets.

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	Awaiting comments
2	<b>Finance / Section 151</b> (mandatory)	Awaiting comments
3	<b>Legal / Monitoring Officer</b> (mandatory)	Awaiting comments
4	<b>Human Resources (HR)</b>	Specific feedback not required at this stage
5	<b>Property</b>	Specific feedback not required at this stage
6	<b>Information Communication Technology (ICT)</b>	Specific feedback not required at this stage
7	<b>Scrutiny</b>	Awaiting comments
8	<b>Local Members</b>	Specific feedback not required at this stage
9	<b>Any external bodies / other/s</b>	The Council's Waste Management Section is in constant dialogue with its current waste collection and cleansing contractor (Biffa) and other appointed contractors to review service delivery and costs. In addition, waste managers across Wales meet on a regular basis and there is good evidence of collaborative working across North Wales. The current method of delivering waste services on Anglesey closely matches the Welsh Government's waste and recycling blueprint and strategy updates are shared continuously to ensure alignment with national policy.

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

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

<b>4</b>	<b>Environmental</b>	Failure to implement specific future projects could have a major impact due to:  1) No long term destination for the Island's residual waste; 2) Not meeting long term recycling and landfill diversion targets; 3) Fines for not meeting targets. 4) Insufficient budget to manage all waste services in the future.
<b>5</b>	<b>Equalities</b>	The Council's contractor has 'Assisted Collections' for elderly or disabled residents who cannot move their own bins. See 4.5.2
<b>6</b>	<b>Outcome Agreements</b>	N/A
<b>7</b>	<b>Other</b>	N/A

<b>F - Appendices:</b>
<b>Appendix 1 – Waste Strategy</b>

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

## APPENDIX 1

# Isle of Anglesey County Council Waste Management Strategy 2014/15-2017/18

*“Managing resources for a sustainable future”*





March 2014 v.3

## 1.0 Introduction

- 1.1 The Isle of Anglesey County Council's (IACC) Waste Management Strategy (WMS) outlines how Anglesey will manage the collection, treatment and disposal of Municipal Waste collected by Isle of Anglesey County Council over the period 2014/15 – 2017/18. A key aim of the Strategy is to improve our environmental performance and to reduce our ecological footprint whilst maximising the use of waste and providing best value.
- 1.2 IACC is committed to a future where waste is seen and utilised as a valuable resource.
- 1.3 The management of Municipal Waste is one of the most important and challenging environmental issues facing all local authorities in Wales and one of the main challenges is how to reduce the amount of waste currently being landfilled. To successfully reduce landfilled waste it is necessary for the Council to engage with the public to minimise the creation of waste and to increase the reuse and recycling of waste as well as consider the use of new and up-and-coming technologies and collection options which could offer future waste management solutions. Almost everything we do creates waste and as a society we are currently producing more waste than ever before.
- 1.4 A key part of this approach is how we can utilise our resources more effectively, and how we can make the most of our "waste" rather than simply throwing it away. This would help safeguard existing resources and ensure their availability for future generations.
- 1.5 At the core of this document are the national commitments Anglesey must meet. Failure to meet national targets can result in significant financial penalties being levied against the IACC which ultimately would have to be paid by the public. The potential for financial penalty should IACC fail to meet statutory national targets is real and would dramatically affect the Council's ability to maintain standards of public service delivery.
- 1.6 The Council will continuously monitor and review its approach in order to take early remedial action in the event of possible fines.

- 1.7 This strategy identifies a number of longer term solutions which the IACC will pursue locally and with its regional partners to ensure that all commitments are effectively achieved.
- 1.9 The Strategy will have to remain flexible to allow effective management. In particular, the likely future budget cuts will have a major impact on how the service will have to be managed.

## 2.0 Waste Management Obligations and Commitments

2.1 The United Kingdom Government has made commitments to the European Landfill Directive to reduce the amount of waste being landfilled. To this end the Welsh Government (WG) has set in place targets for all Local Authorities (LA's) which if not met can result in WG fining individual LA's £200 per tonne of Biodegradable Municipal Waste (BMW) landfilled above set tonnage allowances.

**Fig 2.1 Landfill Allowances for Anglesey**

Year	BMW Landfill Allowance (tonnes)
2006-07	24,051
2007-08	21,807
2008-09	19,563
2009-10	17,319
2010-11	15,938
2011-12	13,914
2012-13	11,890
2013-14	11,384
2014-15	10,879
2015-16	10,373
2016-17	9,867
2017-18	9,361
2018-19	8,855
2019-20	8,349

2.2 The maximum amount of Biodegradable Municipal Waste that can be landfilled by Isle of Anglesey County Council in any given year is shown in Figure 2.1; these figures have been taken from published guidance within the WG's Landfill Allowance Scheme (LAS). No targets have been set beyond 2019-20 at the time of this report.

2.3 As can be seen in Figure 2.1, the volume of biodegradable municipal waste (BMW) which can be disposed of to landfill decreases each year. If IACC sends more BMW to landfill than the scheme allows then the Welsh Government (WG) will have the right to impose fines at a rate of £200 per tonne of waste above the annual allowance. This means that even a relatively minor over production of e.g. 500 tonnes (roughly equivalent to 1% of Municipal Waste arisings) could result in a financial penalty of £100,000 for that year alone.

2.4 The Landfill Allowance Scheme (LAS) is supplemented with associated statutory recycling targets developed by WG which seek to ensure that LA's reuse, recycle and compost as much waste as possible, while also diverting waste away from landfill. Targets have also been placed to ensure that high recycling levels are achieved before treating any remaining residual waste using alternative energy to waste technologies. These targets are shown in **Figure 2.2**

Target for individual LA's in Wales	2012-13	2015-16	2019-20	2024-25
Statutory minimum levels of reuse, recycling and composting for municipal waste.	52%	58%	64%	<b>70%</b>
Maximum level of landfill for municipal waste.	-	-	10%	5%
Maximum level of energy from waste (net) for municipal waste.	-	42%	36%	30%

**Fig 2.2 – WG Targets**

- 2.5 As seen in figure 2.2, there is a requirement to meet incremental reuse, recycling and composting targets of 58% by 2015-16, 64% by 2019-20 and 70% by 2024-25. These targets are statutory measures which must be met.
- 2.6 Figure 2.2 also aims to significantly reduce an historical dependence of sending residual waste to landfill, while also restricting the amount of waste which can be treated using alternative energy to waste technologies. These measures are in place to encourage LA's to plan waste collection systems and infrastructures capable of delivering high reuse/recycling/composting capture rates in order to minimise the treatment and disposal of residual waste as far as possible.

### 3.0 Profile

3.1 Anglesey is an island county located off the North West coast of Wales connected to the mainland by two bridges and covers 276 square miles of mainly rural-agricultural landscape with key areas of population in Holyhead, Llangefni, Menai Bridge and Amlwch.



3.2 Anglesey has a population of 68,600 and currently provides waste collections to 33,680 households.

3.3 Households on Anglesey currently generate on average 42,000 tonnes of Municipal Waste every year.

- 3.4 The Council has a 14 year contract in place with Biffa Municipal for all its household kerbside waste collection services and street cleansing services (2007-2021).
- 3.5 All collected household waste streams are received at waste transfer stations on the island, with green garden waste and food waste treated locally, but dry recycling and residual waste bulked and transferred to re-processing sites along the A55.
- 3.6 Anglesey does not have an operational landfill site since the Penhesgyn landfill site (near Menai Bridge) closed in 2007. All residual waste is transported by road via the A55 to Llanddulas landfill site in Conwy.

## 4.0 Waste Management Service

### 4.1 Household Waste – Kerbside Collection Service

- 4.1.1 IACC has a 14 year contract in place with Biffa Municipal for all its household kerbside waste collection services (2007-2021). The services currently provided are weekly dry recycling, weekly separate food waste, fortnightly free garden waste collection and a fortnightly residual waste collection service which is provided to 33,600 households. The detail on the kerbside collection services are summarised in in Figure 4.1.

**Figure 4.1 – Household Waste Collection Service**

WASTE STREAM	COLLECTION FREQUENCY	CONTAINMENT DETAIL
<b>Residual Waste</b>	Fortnightly	240 litre Black Wheelie Bin
<b>Green Garden Waste</b>	Fortnightly (collected on alternate weeks to residual waste)	240 litre Green Wheelie Bin (Free collection service)
<b>Dry Recyclables</b> <ul style="list-style-type: none"> <li>• <b>Plastic Bottles</b></li> <li>• <b>Glass Bottles &amp; Jars</b></li> <li>• <b>Cans</b></li> <li>• <b>Ink Cartridges</b></li> <li>• <b>Household Batteries</b></li> </ul>	Weekly	55 litre Blue Box



<ul style="list-style-type: none"> <li>• <b>Mobile Phones</b></li> </ul>		
<b>Dry Recyclables</b> <ul style="list-style-type: none"> <li>• <b>Paper</b></li> <li>• <b>Cardboard</b></li> <li>• <b>Textiles</b></li> <li>• <b>Spectacles</b></li> </ul>	Weekly	38 litre Red Box
<b>Kitchen Food Waste</b>	Weekly	23 litre Brown Mini Food Waste Bin Kitchen Caddy also provided and bio-bag (compostable) liners which are replaced free on request.

#### 4.2 Household Bulky Waste Collection Service

4.2.1 A bulky waste collection service is available on request for large items of furniture or white goods, which are not classed as regular domestic waste.

4.2.2 Two free services of up to four items per collection are offered to householders per financial year, however chargeable services can be provided upon request for excess waste.

#### 4.3 Household Waste Recycling Centres (HWRCs)

4.3.1 There are currently two Household Waste Recycling Centres on Anglesey, which are operated by the Council. These are situated in Gwalchmai and Penhesgyn (near Menai Bridge)

4.3.2 Both sites are open from 10 a.m. – 5 p.m. seven days a week (except Christmas Day, Boxing Day and New Year's Day).

4.3.3 The new Penhesgyn HWRC opened in July 2013 and provides a state of the art split level recycling facility for the West of the County.

4.3.4 Both sites (since July 2013) now only accept recyclable waste and all mixed general waste must be sorted into their constituent recyclable materials at the sites.

4.3.5 With continual year on year improvements, the HWRC's presently divert over 80% of all waste received for reuse, recycling or composting.

#### 4.4 Recycling Bring Sites

- 4.4.1 Anglesey provides several bring bank locations, which are community based facilities for householders to deposit their recyclables. Banks are provided for paper, cans, glass, textiles & shoes.
- 4.4.2 The collection of bring banks on Anglesey is undertaken by the Council and by external recycling re-processors.

#### 4.5 Special Collection Service

- 4.5.1 The Council provides a Clinical Waste Collection service for residents who require disposing of clinical waste. This service is arranged following a hospital, GP or district nurse referral and is currently provided to approximately 400 households in total.
- 4.5.2 The Council provides Assisted Collection for elderly or disabled residents who are unable to move their bins.

#### 4.6 Street Cleansing

- 4.6.1 The Council is responsible for regularly sweeping and cleaning all public highways, beaches, town centres and all other relevant land areas on Anglesey.
- 4.6.2 The Council has a 14 year contract in place with Biffa Municipal for street cleansing services which runs in tandem with the waste collection contract (2007-2021).
- 4.6.3 Manual sweeping within town centre areas is supplemented by the use of a mechanical street cleansing fleet covering all areas of Anglesey using a combination of motorised pavement sweepers and larger road vehicles. These vehicles are included in both the scheduled daily work and in response to public reports of street cleansing issues.
- 4.6.4 A dedicated waste management monitoring team ensures that streets and public areas are maintained to a high level of cleanliness at all times and ensure that any issues are rectified rapidly.

4.6.5 The Council is responsible for treating over 3,000 tonnes of sweepings waste and litter which is picked up every year.

4.6.6 Challenging financial times have resulted in significant cuts being made to the cleansing budget by the Council. The service will endeavour to maintain current service standards as far as possible but a reduction in cleanliness is inevitable given current financial pressures.

#### 4.7 Litter Bins and Dog Bins

4.7.1 Anglesey has over 600 street litter bins and 80 dog waste bins which are scheduled to be regularly emptied to ensure that no bin overflows.

4.7.2 The litter bins are normally placed in areas of high pedestrian traffic and where a litter problem has been identified, particularly in town centre areas, outside local shops and other high litter problem areas.

4.7.3 Challenging financial times have resulted in significant cuts being made by the Council to the cleansing budget. The service will endeavour to maintain current service standards as far as possible.

#### 4.8 Fly Tipping

4.8.1 The Council is responsible for the safe clearance and disposal of fly-tipping on public land.

4.8.2 The IACC's Waste Management Section has a dedicated waste monitoring and enforcement team who investigate incidents of illegally fly-tipped waste on public land and also incidents of littering and trade waste abuse. The enforcement team work closely with North Wales Police and Natural Resources Wales and are committed to confronting this problem using a combination of education and enforcement under environmental legislation.

4.8.3 A dedicated vehicle is operated by the Council's cleansing contractor to respond to fly tipping incidents. On average, the majority of fly-tipping incidents are cleared within five working days which also takes into account time required for the enforcement team to search the site and

waste for evidence. Larger fly-tips sometimes require the use of specialist machinery and equipment.

#### 4.9 Public Conveniences

4.9.1 The Council currently operates a network of 19 public conveniences across the county, some of which are open all year round and others which are seasonal.

4.9.3 The provision of public conveniences is a non-statutory function.

4.9.4 The Council manages an external contract for public convenience cleansing. This is a 5 year contract and is carried out by Superclean which are a national cleaning company.

#### 4.10 Transfer and Marketing of Recyclable Material

4.10.1 The Council takes responsibility for bulking and transfer of all wastes, including the marketing of collected recycle.

4.10.2 Dry kerbside collected recyclable material is separated and prepared to be transported onwards for recycling at the Gwalchmai recycling centre. Here it is sorted and checked to ensure minimal contamination before being baled ready for collection.

4.10.3 The Council is conscious of an environmental need for waste to be dealt with as close to its source as possible and is committed to regularly reviewing contracts to ensure Anglesey receives optimum market value for recyclable materials as well as being a practical environmental option.

#### 4.11 In-Vessel Composting

4.11.1 The Waste Management Section manages a partnership owned composting facility (with Conwy and Gwynedd Councils) to deal with collected food and green garden waste. The governance of the site is managed by a Partnership Board with representatives from all three councils. The management and operation of this site is under continuous review by the Partnership Board. A trial is currently underway with a 'winter working' method of working being implemented with reduced staffing and resource requirements.

#### 4.12 Waste Haulage and Disposal

4.12.1 All municipal waste collected must be bulked-up and hauled off-Island ready for final disposal or recycling. The Council's main disposal haulier for residual waste is Grays Waste Management who transport residual waste to the Llanddulas Landfill site five days a week. The Council has a final disposal contract with FCC waste contractors, where any waste that cannot be recycled, reused or composted is sent to landfill. This waste is subject to landfill tax.

#### 4.13 Closed Landfill Site and Gas Power Management

4.13.1 The Council's Waste Management Section manages the old closed landfill site at Penhesgyn. This involves managing leachate (a liquid polluting product) and landfill gas (produced as old waste degrades). The Penhesgyn site currently has a gas engine where landfill gas is turned into electricity.

#### 4.14 Promoting Waste Minimisation and Recycling

4.14.1 To maximise recycling and therefore reduce how much waste is sent to landfill the Council employs an external waste promotions contractor (Acer Communications) to help 'sell' the key 'clean and green' recycling messages on Anglesey. Acer staff carry out a range of promotional activities including visiting schools and external organisations and assisting with other promotional campaigns.

## **5.0 Achievements & Performance**

### 5.1 Key Achievements

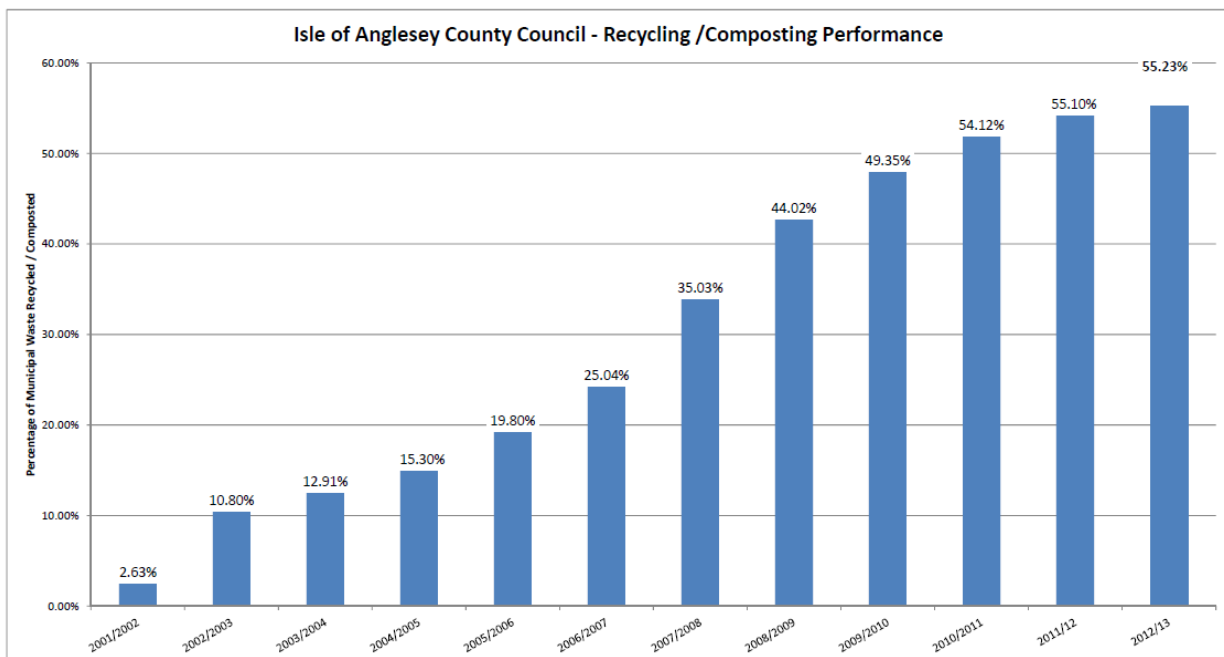
5.1.1 Since the publication of the 2004 Waste Management Strategy the following notable achievements have been made in Anglesey:

- 14 year waste collection & street cleansing contract procured (2007-2021)
- Weekly recycling and food waste collection services implemented.
- Fortnightly collection of green garden waste implemented.
- Change to fortnightly collection of residual waste to significantly reduce the amount of waste collected and destined for landfill by encouraging the use of weekly recycling provisions.
- Review of waste collection round efficiency and resultant implementation of collection day changes to maximise service provision and reduce collection costs.

- Household Waste Collection Policy formalised, as well as policies for the Household Waste Recycling Centres, Street Cleansing, Public Conveniences and Waste Enforcement.
- Redevelopment of the Penhesgyn Household Waste Recycling Centre as a purpose built, state of the art split level recycling facility.
- Closure and aftercare management of the former landfill site in Penhesgyn.
- Construction and management of a gas power station in Penhesgyn to burn naturally produced methane gas from the former landfill site to produce electricity.
- Introduction of a Household Waste Recycling Centre Permit Scheme which has limited trade waste from entering these facilities.
- Dedicated waste monitoring and enforcement team established to investigate illegal fly tipping incidents, littering, trade waste abuse and duty of care issues
- Construction of an In-Vessel composting facility at Penhesgyn in partnership with Gwynedd and Conwy to treat green garden waste and kitchen food waste.
- Development of a recycling transfer station in Gwalchmai to sort and prepare kerbside collected recyclable material before being sent onwards for reprocessing.
- Dedicated waste management promotions team established via an external contract to ensure local delivery of targeted awareness raising activities and campaigns to reduce, reuse and recycle waste.
- Procurement of Public Conveniences cleansing contract.
- Procurement of waste disposal contract with FCC for residual waste sent to Llanddulas landfill.
- Procurement of improved waste haulage solutions to take residual waste to the Llanddulas landfill site.
- Introduced a new dry recycling collection fleet to improve efficiencies and reduce costs from 1 April 2014.
- Joining the North Wales Residual Waste Treatment Partnership (NWRTP) in order to progress future waste treatment options as an alternative to landfill.

## 5.2 Performance

5.2.1 The recent key achievements of the Waste Management Section have contributed towards continuous improvement of recycling & composting performance, as well as a reduction in the tonnage of waste sent to landfill.



**Fig 5.1: Recycling /Composting Performance**

- 5.2.2 Fig 5.1 highlights historical year-upon-year performance increase and illustrates how the percentage of waste recycled / composted is beginning to reach a plateau (un-verified results for 2013/15 indicate a slight drop in Anglesey’s recycling performance of just under 54%).
- 5.2.3 Large step increases in recycling and composting rates have been attributable to major waste collection service changes such as alternate week collection of residual waste combined with the phased introduction of recycling collections, green garden waste collection and kitchen food waste collection.
- 5.2.4 This strategy document highlights areas which will be targeted in order to meet the statutory Welsh Government recycling/composting targets which are: 58% by end of 2015/16, 64% by 2019/20 and 70% by 2024/25.

## **6.0 Meeting Future Targets and Improving Services**

- 6.1 The Council is currently facing significant financial challenges and is working towards protecting as many front line services as possible. This combined with a requirement to meet the statutory recycling and street cleansing obligations will require the Waste Management Section to ‘do more with less’ in future years, however, it is recognised that significant investment may be required to

deliver and improve waste management services and enhance overall recycling performance to achieve longer term waste disposal savings and meet challenging recycling and composting targets.

- 6.2 As a result, this strategy outlines four areas of work which the Council proactively intends working towards in order to meet our statutory and financial obligations over the coming years. These areas can be summarised as follows –
- 6.2.1 The successful implementation of a new recycling service and new associated sorting system at the Gwalchmai Recycling Centre.
  - 6.2.2 Ensure that Anglesey obtains all relevant internal permissions to enable the Council to join the North Wales Residual Treatment Partnership and provide additional support to reach financial close on this major long term procurement process.
  - 6.2.3 Develop a strategic plan to meet the anticipated shortfall in recycling / composting rate in the medium - long term in order to meet our 70% target by 2024/25.
  - 6.2.4 Develop our workforce to support and drive positive change within the service by implementing a peer review system to learn from others to up-skill and empower staff (to review and compare our services with others and monitor internal health & safety).
- 6.3 In achieving these strategic objectives it is anticipated that the Council will improve working practices to drive better organisational efficiencies and enable a sustainable waste management function for the medium – long term. Whilst the direction of travel is confirmed, other working pressures may increase or decrease the speed of implementation and prioritisation of these objectives.
- 6.3.1 An example of significant risk is the uncertainty regarding the reduction of internal budgets and cuts to the Sustainable Waste Management Grant (SWMG) which is provided by the Welsh Government to carry out recycling type activities. The Section's full attention and focus needs to be on managing these major cuts to try and limit the impact on frontline services, although it is accepted that this will be exceptionally difficult in reality given the scale of the required budget reductions.
- 6.3 Although the current financial outlook looks very challenging for the next few years, falling out of the four areas outlined previously, the Waste Management Section is committed to try and develop projects that may lead to further savings and ensure future targets are met. These projects will include:



- 6.3.1 Investigating the option of collecting residual waste in smaller wheeled bins (e.g. reduce from 240 litre to 140 litre, thus increasing the amount of recycling collected)
- 6.3.2 Investigating the option of collecting residual waste less frequently e.g. every 3 or 4 weeks as per neighbouring Authorities.
- 6.3.3 Extending the range of recycling materials that can be collected.
- 6.3.4 Building on historical procurement successes to try and further improve value for money.
- 6.3.5 Look to improve Household Waste Recycling Centres.
- 6.3.6 Build on the successes of existing partnerships with other local authorities and external organisations to help sustain/improve services. Develop new partnerships.
- 6.3.8 Investigate further options for charging for some services to generate income.

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ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	8 <sup>th</sup> September 2014
Subject:	Japan Learning Visit Report
Portfolio Holder(s):	Cllr. Ieuan Williams Cllr. Aled Morris Jones
Chief Executive:	Richard Parry Jones
Report Author:	Dylan J. Williams Head of Economic & Community Regeneration
Tel:	01248 752 499
E-mail:	<a href="mailto:dylanjwilliams@anglesey.gov.uk">dylanjwilliams@anglesey.gov.uk</a>
Local Members:	Relevant to all Members

A – Recommendation/s and reason/s
No recommendation – report for information only.

B – What other options did you consider and why did you reject them?
Not applicable.

C – Why is this decision for the Executive?
Not applicable.

CH – Is this decision consistent with policy approved by the full Council?
The content of the Japan Learning Visit Report is consistent with the IACC's Corporate Plan; the Economic & Community Regeneration Service Business Plan; and the Energy Island Programme.

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

Not applicable.

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

1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
4	<b>Human Resources (HR)</b>	
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local Members</b>	
9	<b>Any external bodies / other/s</b>	
1	<b>Economic</b>	
2	<b>Anti-poverty</b>	
3	<b>Crime and Disorder</b>	
4	<b>Environmental</b>	
5	<b>Equalities</b>	
6	<b>Outcome Agreements</b>	
7	<b>Other</b>	

**F - Appendices:**

Japan Learning Visit Report.

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



## **Economic & Community Regeneration**

### **Japan Learning Visit**

**August 2014**

**Authors:**  
**Dylan J. Williams**  
Head of Service  
Economic and Community Regeneration

**J I Jones**  
Energy Island Programme Director

## **1.0 Introduction**

- 1.1 HNP (Horizon Nuclear Power) invited a mixed group of officers, politicians and representatives from Anglesey/ Wales to visit Japan (June 2014). The purpose was to improve knowledge, understanding, see an ABWR new build site, Hitachi's advanced manufacturing capabilities, and establish working relationships with senior representatives of Hitachi Ltd and Hitachi GE Nuclear Energy Ltd.
- 1.2 Following participation by IACC Officers and Members in "An Understanding Japanese Business & Culture" Workshop (organised and facilitated by Bangor University, January 2014), it became evident that "doing-business" with Japanese owned businesses requires a different approach to that taken in Britain. To better understand, embrace, and influence Hitachi, representatives from Anglesey needed to visit Japan – responding to the Japanese business culture. Hence the County Council accepted the invitation.
- 1.3 During the four days in Japan the delegation visited the Hitachi Executive briefing Centre, Hitachi and Hitachi GE head offices in Tokyo; the Ohma Nuclear power station (under construction) on the Shimokita Peninsula (Aomori Prefecture District) at the northern most point of the main Island; and Hitachi City to view key manufacturing facilities for turbine, generator and reactor components.
- 1.4 The aim of this report is summarise the visit, knowledge acquired, key learning points, and conclusions.

## **2.0 Background**

- 2.1 HNP (Horizon Nuclear Power), the developer and operator of the proposed Wylfa Newydd is 100% owned by Hitachi of Japan. HNP will be contracting with Hitachi GE Nuclear Energy Ltd. (an 80% owned Hitachi subsidiary), to construct the power station. The preparation of the Wylfa site and off-site associated development works will be commissioned by HNP directly. After completion of the build phase, HNP will be responsible for the operation and maintenance of the site
- 2.2 IACC, EIP, Grŵp Llandrillo Menai and WG (Welsh Government) have well established working relations with HNP. However, other than the original announcement of their taking ownership of HNP, direct contact with Hitachi has been limited. With HNP commencing work on their procurement contract with HGNE (Hitachi GE Nuclear Energy Ltd.), there is a need for the IACC and its partners in this important venture to engage directly with Hitachi and Hitachi GE in Japan to improve understanding of the ABWR (Advance Boiling Water Reactor) power station, the supply chain, procurement policies, construction methodology and approach workforce requirements and impact on local communities. HNP were prepared to make the necessary introductions and arrange a detailed programme of site visits, briefings and meetings.
- 2.3 The knowledge and improved understanding acquired will be utilised to ensure the IACC makes informed decisions in relation to the proposed new nuclear build development at Wylfa Newydd.

### 3.0 Purpose of Visit

3.1 The IACC accepted the invitation to participate in the visit with a view to improving knowledge, awareness and understanding of:

- The nuclear new build process.
- Procurement and supply chain processes (and potential opportunities)
- Skills and labour market opportunities.
- Supply chain/ inward investment opportunities.
- Construction approach for ABWRs
- Associated developments and enabling infrastructure (scale).
- Potential local community impacts (opportunities and challenges).

3.2 The visit also provided an unique opportunity to raise the profile and understanding of the IACC's ambitions and aspirations, whilst establishing relationships and directly engaging/ influencing senior representatives of both Hitachi and HGNE.

3.3 The experience, knowledge, learning and opportunity to influence directly could not be attained by visiting other sites or countries (or by IACC arranging/ facilitating its own learning journey independently of HNP and the other invited stakeholders).

3.4 A copy of the presentation which summarises the key IACC messages to the senior Hitachi and HGNE representatives can be viewed in **Annex A**.

### 4.0 Delegation

4.1 The IACC individuals/ representatives who were invited and participated were:

- Cllr. Ieuan Williams (Leader).
- John Idris Jones (Energy Island Programme).
- Dylan Williams (Economic Development/ Energy Island Programme).

4.2 The other individuals/ representatives who were invited and participated were:

- Albert Owen MP.
- Rhun ap Iorwerth AM.
- Dennis Evans (Chair of Wylfa Newydd Project Liaison Group).
- Ian Rees (Coleg Menai).
- Gwenllian Roberts (WG).

4.3 A financial breakdown of all costs associated with the learning visit, incurred by the 3 representatives of the IACC are outlined in **Annex B**.

## 5.0 Itinerary Overview

<b>Date:</b>	<b>Activity:</b>
<b>Saturday 21<sup>st</sup> &amp; Sunday 22<sup>nd</sup></b>	Travel from Anglesey to Tokyo, Japan
<b>Monday 23<sup>rd</sup></b>	Introductions, overview and presentations – Hitachi Executive Briefing Centre
<b>Tuesday 24<sup>th</sup></b>	Visit to Ohma Nuclear Power Station
<b>Wednesday 25<sup>th</sup></b>	Visit to Hitachi Works, Hitachi City
<b>Thursday 26<sup>th</sup></b>	Visit to Hitachi Offices, Tokyo
<b>Friday 27<sup>th</sup></b>	Travel from Tokyo to Anglesey, Wales.

- 5.1. In addition to the knowledge and improved understanding acquired by visiting the above locations, the seniority of the Hitachi Ltd. and HGNE Ltd. representatives met must be emphasised. The key decision makers and influencers from both companies (in relation to the potential Wylfa Newydd development), welcomed the delegation, and spent time in formal and informal dialogue. This provided an unique opportunity to develop trust, outline the IACC's expectations and ambitions to collaborate and ensure the potential development is a catalyst for positive economic transformation.

## 6.0 Learning and Knowledge Acquired

- 6.1. The visit gave opportunity to meet and start to build a longer term relationship with senior key Hitachi and Hitachi GE management. It gave a glimpse of Japanese culture and a valuable insight into Japanese society. Safety enhancements and learning following Fukushima were shared openly and unprompted throughout the visit.

### 6.2 Hitachi Executive Briefing Centre, Tokyo

- 6.3 The Centre is new with the delegation from Wales being the first visitors. It provides an overview of the history of Hitachi, current business activities (including engineering and electronics) values and vision. It is also a modern, fit-for purpose environment where introductions were made and the expectations (from the visit and the Wylfa Newydd development) were highlighted.

### 6.4 Key points:

- History and credentials of Hitachi highlighted (from beginning in 1910 with 5kw electric motor to present day).
- Energy important, but company much broader and bigger.



- 100 year commitment from Hitachi to Anglesey and the communities re-emphasised. (By implication – safety of plant has to be paramount to ensure the longevity of the investment and of the commitment to Anglesey)
- Importance of mutual benefits from the Wylfa Newydd development highlighted.
- Expectations in terms of local employment and supply chain opportunities highlighted.
- Importance of Welsh language and culture identified
- Need to take account of and address the valid concerns of all of the community.
- Need to invest and develop skills/ capability of young people emphasised.
- Importance of the Wylfa Newydd project to Hitachi emphasised.
- Commitment of Welsh Government, Isle of Anglesey County Council, and Grwp Llandrillo Menai to collaborate to maximise local, regional, and National benefits emphasised.
- The need to consider what happens after the completion of the nuclear build phase.

#### 6.5 Visit to Ohma Nuclear Power Station

6.6 Located on the Shimokita Peninsula (Aomori Prefecture District) at the northern most point of the main Island, construction has partially restarted on the nuclear new build development (following the natural disaster in March 2011). Following overview presentation, the delegation were given a guided tour of the site with stops at two viewing decks (1 above whole site and 1 above cooling water infall/outfall); and the reactor building. No photographs were permitted on site. Full safety equipment compulsory for all visitors.

6.7 The Shimokita peninsula where the new power station site is located can be described as:

- Rural, peripheral, coastal;
- 660km from Tokyo;
- Ohma town (adjacent) population of c.6,000;
- Limited development space between sea and hills across the district – rugged hinterland;
- Ribbon development along highways (continuous) - no visible settlement boundaries;
- Fishing prominent along coast (tuna main catch);
- Forestry and lumbering also prominent (pine, cedar and larch trees);
- Man-made coastal defences, also used as jetties/ ports;
- Limited tourism/ visitor provision and infrastructure;
- Road infrastructure equivalent to A-road quality;
- Other nuclear developments elsewhere on the peninsula.

6.8 The development can be described as: Operator (and customer) of Ohma site – Jpower

- Main build contractor (66%) Hitachi;
- 1 Reactor Unit - 1,383 MW (ABWR). (Note that Wylfa Newydd will consist of two ABWRs);

- 18 month construction delay following the natural disaster in March 2011;
- Construction partially restarted October 2012. However, currently awaiting final clearance of design enhancements before recommencing full construction work;
- 1.3 million meter square construction site Lush green site with numerous levels and foliage/ plants (following initial ground works/ site preparation);
- Office/ administration block (J Power) completed permanent structure;
- All main contractors/ suppliers have large separated compounds, temporary offices and workshops;
- Limited visibility until in very close proximity to the site (crane main structure).

#### 6.9 The construction overview:

- 4 main contractors/ suppliers - Hitachi, Toshiba, Mitsubishi, and J Power;
- 65% of development undertaken by Hitachi. (Nb. Site information provided from Hitachi perspective of build process, not integrated/ holistic picture);
- No on site damage from natural events which caused Fukushima disaster (i.e. earthquake and tsunami);
- Reactor building - large block/ module construction method (modules assembled in close proximity/ adjacent to final installation position);
- The Reinforced Concrete Containment Vessel (RCCV) steel component frame was assembled on site and lifted to place. Rebar was being put in place when we were there. This would then be filled with concrete;
- Additional features designed/ built in following the disaster in March 2011. Awaiting final regulatory clearance;
- All weather construction;
  - i. Work conditions for reactor building similar to factory shop;
  - ii. RCCV assembly; temporary roof; winter shield shut for welding lines giving reliable welds.
- On site cement mixing facility (raw materials brought in by sea);
- MOLF (marine off load facility) and cooling water structures (in place);
- Turbine building basement construction;
- Estimated 100 ships visit MOLF per year;
- Estimated 2,000 truck movements on roads to/from site per year.

#### 6.10 The workforce/ employment overview:

- Recruited local people where possible in the civil work area then from neighbouring areas;
- Hitachi had large workforce which moved in from other contracts which had been completed in the area;
- On site simulator for training (similar likely to be at Wylfa);
- Workers Accommodation facility adjacent to site (Hitachi) – 550 workers;
- 700 currently on site (250 of which are Hitachi); which will ramp up as full construction recommences;
- 1,200 estimated maximum Hitachi on-site workforce prior to operation (3,000-4,000 site total) 8am - 5pm shift time (+ additional 2 hours overtime when required);
- 200 hours maximum permitted monthly working hours per person Civil engineering contractor's main employer of local people (1,000 peak workforce).

#### 6.11 Hitachi Works, Hitachi City

Hitachi City is located on the Pacific Ocean coast in Inaraki Prefecture with a population of c.190,000. Hitachi Works covers 1,220,000 meter squares with 5 factories/ sites (including port facilities for import/ export) with 10,000 employees. 50 years of manufacturing/ fabrication experience and capability on site.

6.12 The visit consisted of a greeting and informal session with Mr. Nakanishi (Chairman of the Board and CEO, Hitachi Ltd.); presentations on the works history and capability; the design process for nuclear power plants; and tour of the manufacturing facility.

6.13 Hitachi's commitment to Anglesey and Wales reiterated. Hitachi commitment to excellence, safety, and 50 year history of manufacturing nuclear reactor component parts was also highlighted.

#### 6.14 Introduction to Hitachi GE Energy

- 4 ABWR deployment programmes since 1970's;
- 4 ABWR currently under construction (2 in Japan, 2 in Taiwan) check?
- Reactor Pressure Vessel weights 910 tonnes;
- Control room layout and installation equipment also manufactured in Hitachi City;
- Staff currently deployed on Wylfa Newydd planning and development. Team based in Hitachi City;
- Key activities/ focus on procurement, construction planning, project management, and integrated computer aided design of the plant/ site.

#### 6.15 Introduction to Hitachi Plant CAE (Computer Aided Engineering) Systems

- 1200-1600 components per reactor;
- 100-120km of piping per reactor;
- 4-5 year construction programme from 1st concrete preceded by some 4-5 years design and planning;
- Detail layout planning being undertaken;
- 1st generation (1975-1980) - 190,000 drawings per reactor;
- CAE enables everything to be digital;
- Current integrated CAE System (3D modelling) looks at all aspects of the development - basic design concept, detail design, plant design and manufacturing, structural analysis (for licensing), construction planning, operation and maintenance, and decommissioning. (Enabling Hitachi GE to demonstrate to the regulator how the ABWR will be decommissioned in the UK and Horizon to better justify the Funded Decommissioning Plan, produced before Wylfa Newydd is started);
- Hitachi manufacturing experience, knowledge and capability reduces GDA risks;
- UK regulators have visited Hitachi sites in Japan to observe, discuss and question Hitachi on safety case and quality arrangements for manufacturing components, building and operating the nuclear reactor;
- Construction Strategy will improve efficiency;

- Assembly location of modules not decided;
- Rapid development and deployment of ICT technology on site essential;
- Currently exploring local supply chain;
- Electronic installation manual i.e. video technique and real time monitoring.

## 6.16 Works Tour

- Some 50 years of high quality manufacturing experience with a continuous improvement process approach. Visited heavy component manufacturing shop, reactor key component manufacturing shop, BWR maintenance technology centre and test facility of control rod scammability (ability of control rods to shutdown nuclear reactions, in the core of the reactor) under seismic conditions;
- All major internal components of the reactor pressure vessel manufactured on site;
- Temperature controlled clean factory manufacturing conditions – including construction of large components with fine tolerances and detailed non-destructive testing capability to demonstrate plant and weld integrity;
- Reactor Containment vessel (RCCV) manufactured on site;
- Spent fuel racks manufactured on site. (used to store the nuclear fuel under water after being removed from the reactor);
- Dry Casks (storage and transportation modes - dual purpose) manufactured on site. Used to store used fuel some 4-5 years after fuel has been removed from the reactor. Such casks are used worldwide for on site storage of fuel longer term some 5 years after removal from a reactor. Can also be used to transport used fuel off site;
- USA, Switzerland Taiwan have export experiences of different components. ASME standards used;
- Performance test facility for components prior to shipping (Control Rod Drives - 100%);
- Tested under different seismic conditions to demonstrate actual seismic response behaviour 60mm amplitude max capacity +/- (Fukushima amplitude was 30mm) - movement at core of nuclear fuel rods;
- Reactor preventative maintenance technology centre. Potential for remote plant monitoring;
- Importance of skills development for young people – pride in artisan skills and technical knowledge;
- Two year social training programme for young technicians, several skill categories;
- Skills Olympics - 50 previous Olympians on site as leaders;
- Pride in individual's skills : "Rivet your soul into your work" – spirit;
- Safety most important part of nuclear business - manufacturing plays a critical role in safety. Very clear emphasis on safety during all our site visits;
- ABWR fuel:
  - a. Enrichment probably about 3.9-4% (cf EPR of 4.5-5% enrichment);
  - b. Enrichment varies in a fuel bundle;
  - c. Fuel used at Wylfa Newydd will be the same as used in boiling water reactors (bwrs) in other parts of the world (currently operating

in countries such as USA, Sweden, Switzerland and Spain – as well as Japan);

d. Note – misleading comments of anti-nuclear protesters regarding fuel being ‘hot’. No different to fuel in bwr’s used elsewhere in the world. It is possible to move fuel into dry casks after 5 years. The casks are stored in an air environment and can be moved off site for central storage.

- At Hitachi City, facility exists to move large components from factories to port facilities for shipping;
- Hitachi undertaking joint venture with MHI (Mitsubishi) on turbine technology.

#### 6.17 Officer discussions with HGNE on Wylfa Newydd Commercial and Supply Chain Issues.

Present were Dylan Williams (IACC), Dr John Idris Jones (Energy Island Programme Director), Gwenllian Roberts (WG) and Dr Ian Rees (COleg Menai)

6.18 The meeting between officials was focussed on improving overall understanding and awareness of HGNE’s approach especially to supply chain development (in relation to Wylfa Newydd); outlining local expectations on the Island; workforce and training requirements; support available from Welsh Government and how the public sector can collaborate to enhance benefits and outcomes.

6.19 A copy of the presentation which summarises the key IACC/ Coleg Menai messages can be viewed in **Annex A**. Key points can be summarised as:

- Anglesey and North Wales has extensive nuclear capabilities;
- The local workforce can play a major role in the delivery and operation of Wylfa Newydd;
- The high quality facilities available at Coleg Menai’s Llangefni Campus along with the college’s willingness and plans to actively support this development
- EIP (Energy Island Programme aspiration is to put Anglesey at the forefront of energy research, development, production and servicing;
- Appropriate engagement can maximise opportunities for Anglesey (and North Wales) firms and workers, and de-risk Hitachi-GE’s work;
- Recognition that much of the project scope cannot practically be sourced on Anglesey, but committed to maximising the content that is (and for Wales);
- Information requested on initial/ outline Hitachi workforce expectations to inform education and skills development decisions.

6.20 Key points made from Welsh Government:

- Wylfa Newydd project has National significance;
- Commitment to maximising Welsh economic content from the project (eager to collaborate);
- Ambitions beyond the Wylfa site - also working to secure new/ further associated inward investment;
- Significant capability and capacity in Wales;
- 50 Japanese businesses already located across Wales;
- Recognition that HGNE can make no compromise on cost, quality or capacity;

- Most comprehensive business development/ support programmes across UK available in Wales;
- Welsh Government currently developing programme of targeted business support – resources available;
- Importance of early information sharing to raise awareness of opportunities amongst local/ National supply chain and to develop support programmes to increase capability;
- Importance of Holyhead Port emphasised;
- Potential EU resources for infrastructure improvements.

#### 6.21 Key points made by HGNE Ltd:

- ABWR - proven technology;
- Potential structure of delivery team being developed;
- Major envisaged role for Welsh companies, but must meet necessary standards on cost, capability and capacity;
- Potential areas of scope and opportunity for Welsh, and wider UK companies identified
- Labour market capacity and capability being considered on Anglesey, North Wales, Wales, and UK basis;
- Overview of key items Hitachi-GE will seek to directly procure;
- Overview of key goods and services Hitachi-GE will seek to procure through (or in partnership with) its construction partner or supply chain partners;
- Overview of the likely timeframes for major steps in the supply chain development process;
- HGNE Ltd. are the EPC (Engineer Procure Construct) contractor for Wylfa Newydd. 2018/2019 start date once all permissions secured. They control and influence procurement, local contracts, sourcing etc. (build phase). Horizon will be the main contracting agent for all work up to 2018/19. They will still have overall responsibility for the Hitachi GE work during the build phase (showing themselves to be an intelligent customer of the building work done by Hitachi GE) and they will then be the enduring entity during the operational phase.

#### 6.22 Key Outcomes

- Agreement for regular engagement and information sharing;
- Need to develop a clear picture of skills demand in: Infrastructure, Services, Construction capability and Supply chain appointment;
- Interest in seeing relationships developed between Coleg Menai and Japanese colleges, for placement opportunities, scholarships etc;
- The value in sharing Japanese expertise (both technical and cultural/linguistic) was noted;
- The importance placed on a skilled workforce who are nuclear-ready (from a H&S and attitudinal point of view)
- Quantity surveyors will be needed. Project Management capability required at all stages of the project/ programme;
- How can quality assurance/ capabilities of small businesses in Anglesey/ Wales be assessed?
- Increasing awareness of Japanese business culture and language abilities in North Wales;

- Important not to lose focus of skills and services required during the operation & maintenance period;
- Possible longer term opportunities for HGNE support facilities in area during the operating phase of Horizon's Wylfa Newydd;
- Senior Hitachi GE personnel will be located in UK from the Autumn;
- This is the start of building longer term relations with senior Hitachi and Hitachi GE personnel to benefit Anglesey and Hitachi.

## 7.0 Key Learning Points

- a. Mutual benefits essential, public/ private commitment to joint working.
- b. Importance of the Wylfa Newydd development to Hitachi Ltd. clearly evident. Personal 100 year commitment from the Hitachi Ltd. Chief Executive Officer to Anglesey and its communities emphasised.
- c. Improved understanding of HGNE (Hitachi-GE Nuclear Energy Ltd.) procurement methods, process, timescale, requirements, opportunities.
- d. Direct engagement and relationship building with senior/ influential Hitachi Ltd. and HGNE Ltd. individuals has begun and has to be built upon.
- e. Critical success criteria for Anglesey/ Wales emphasised to senior/ influential Hitachi Ltd. and HGNE Ltd. individuals.
- f. HGNE Ltd.: key organisation that has influence in relation to procurement, local content/ sourcing etc. during the new build phase.
- g. HGNE Ltd. are the EPC (Engineer Procure Construct) contractor for Wylfa Newydd. 2018/2019 start date once all permissions secured. Control and influence procurement, local contracts, sourcing etc. (build phase). Horizon will be the main contracting agent for all work up to 2018/19. They will still have overall responsibility for the Hitachi GE work during the build phase (showing themselves to be an intelligent customer of the building work done by Hitachi GE) and they will then be the enduring entity during the operational phase.
- h. Significant supply chain opportunities during build phase but high quality standards and commercial competition. Supply chain strategy for build phase under development (and associated appointment of main contractors). There will be focused opportunities for the North Wales supply chain, but further work is required to understand what can be delivered.
- i. Horizon control and influence procurement, local contracts, sourcing etc. for the preparatory phase (up to 2018/ 2019).
- j. Importance of Operational & Maintenance requirements (servicing and direct employment) post 2025 emphasised (long term benefits). 3<sup>rd</sup> phase of the development.
- k. Additional safety features built into design following Fukushima disaster including infrastructure and site layout.

- l. Improved understanding of what components could be manufactured in the UK (not likely to be nuclear island large items and long lead items). Block module construction of components takes place as close to final installation position as possible (transported to site by sea).
- m. Safety most important part of nuclear business (emphasised) - manufacturing plays a critical role in safety. Essential that all workforce are “nuclear-ready” (H&S)
- n. HGNE manufacturing facility very impressive (precision high end manufacturing). Emphasis on quality, quality control, skills and developing young people. Compete and win at international skills Olympics.
- o. Importance of proactively planning education and training programmes to meet the requirements of contractors and operators in a timely manner.
- p. Complexity and scale of development immense - but have improved understanding of process, time scales, roles and responsibilities.
- q. Estimated 50 people at HGNE Ltd. currently working on Wylfa Newydd through integrated computer aided design - basic design concept, detail design, plant design and manufacturing, construction planning, operation and maintenance, and decommissioning.
- r. 3D fly through of provisional site layout – will be seen as part of PAC1 process (September 2014) - impressive!
- s. Agreement for engagement and information sharing to achieve mutual benefits. Establishment of working relationship with senior HGNE Officials who will be based in the UK from autumn 2014.
- t. Generic/ transferable project management, quantity surveying, and IT skills of vital importance.
- u. Discussed aspiration for internship programme for people from Anglesey/ North Wales in Hitachi Ltd./ HGNE Ltd.
- v. Welsh Government establishing nuclear specific team (related to supply chain development and possible other issues) which should complement EIP. Need to collaborate and influence and ensure synergy and alignment with EIP, whilst improving support for supply chain etc.
- w. Nuclear fuel used and spent nuclear fuel storage on site after removal from reactor is proven technology used around the world.



## 8.0 Conclusion

- a. The IACC now has a better understanding of the processes and the scale of opportunities associated with nuclear new build.
- b. The IACC (and Grwp Llandrillo Menai/ Welsh Government) has established trust, credibility, and working relationships with senior influential decision makers within Hitachi Ltd. and HGNE Ltd.
- c. The IACC has stated its commitment to collaboration and identified its expectations and ambitions to ensure the potential development is a catalyst for positive economic transformation.
- d. Hitachi are committed to Anglesey - the 100 year commitment was reiterated by senior individuals.
- e. A united 'team Wales' approach has been established to capitalise on the economic and employment benefits not only for Anglesey, but the region and Wales.
- f. The IACC has an enhanced appreciation of the importance and commitment of Hitachi Ltd. to the proposed Wylfa Newydd development.
- g. The Japanese business culture expects that things will be done right the first time; to the highest quality and standard. Delays are unacceptable.
- h. Hitachi Ltd. and HGNE Ltd. have committed to a collaborative approach with local partners to ensure that mutual benefits are achieved from the potential Wylfa Newydd development.

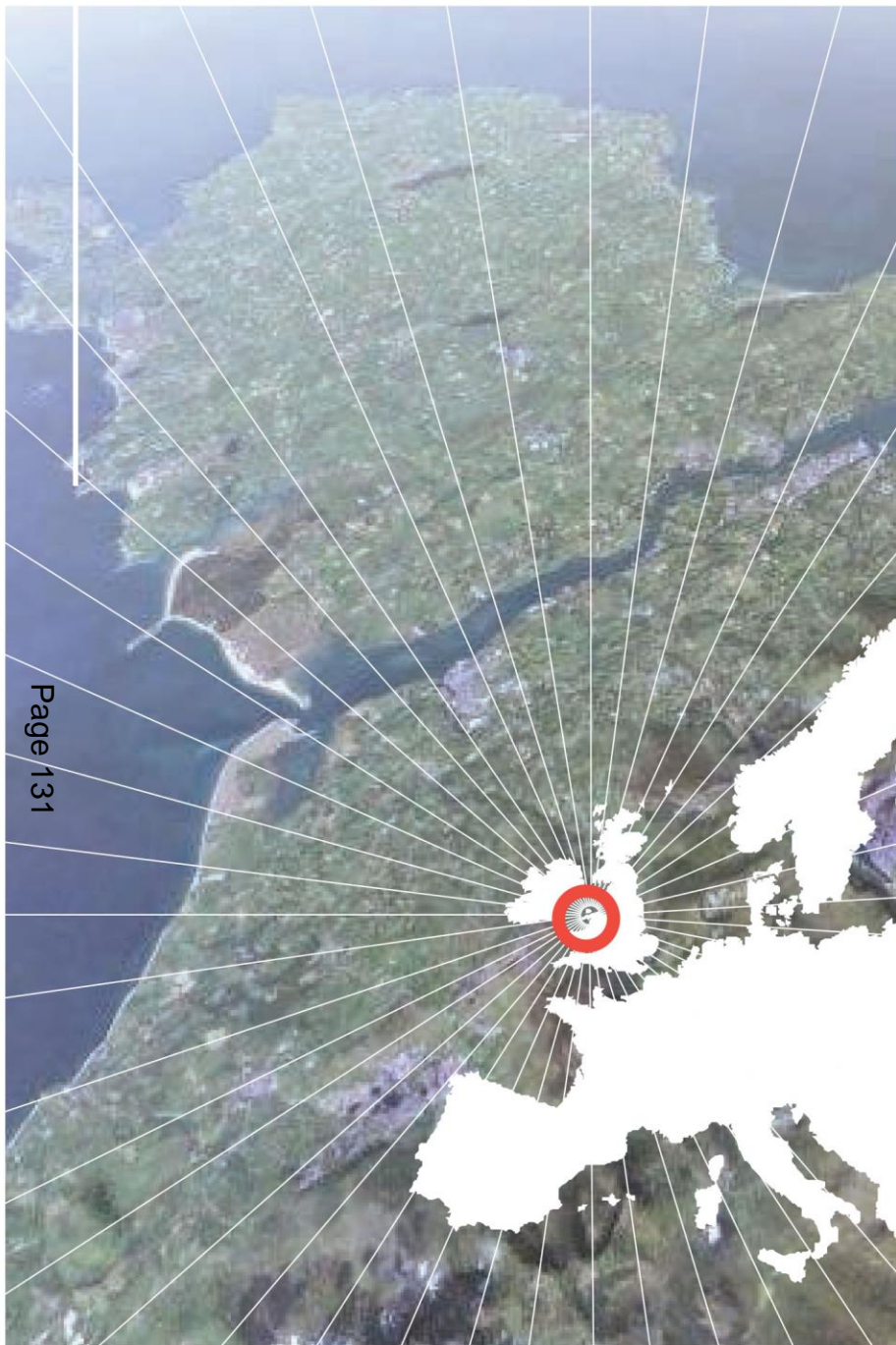


A Transformational  
Opportunity  
変革の機会  
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[www.ynysynnimon.co.uk](http://www.ynysynnimon.co.uk)

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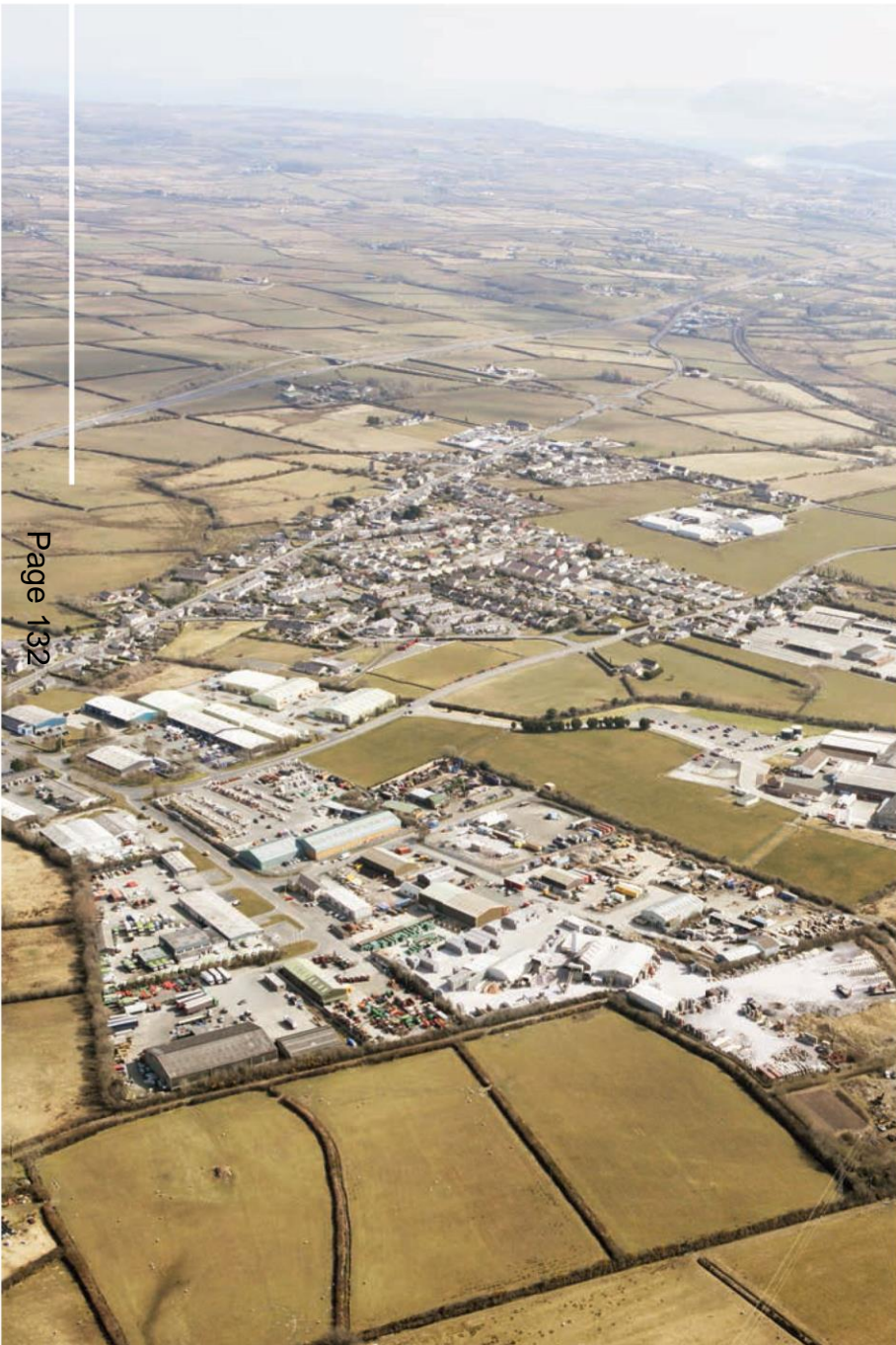


# Isle of Anglesey Context

## Cyd-destun Ynys Môn

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- Located off the North West Coast of Wales, UK;
  - 68,000 Population;
  - 276 square miles (714 square kilometres);
  - Rich landscape, culture and heritage;
  - Bilingual.
- 
- Wedi ei lleoli oddi ar Arfordir Gogledd-Orllewinol Cymru, DU;
  - Poblogaeth o 68,000
  - 276 o filltiroedd sgwâr (714 o gilometrau sgwâr);
  - Tirwedd, diwylliant a threftadaeth cyfoethog;
  - Dwyieithog.



# Isle of Anglesey - Economy

## Economi - Ynys Môn

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- Existing Wylfa Nuclear Power Station critical to the economy and will cease generation in December 2015;
  - Number of recent closures has led to availability of skilled labour;
  - Trend of outmigration capable of being reversed through the job opportunities presented by the Nuclear New Build;
  - Enterprise Zone status to attract inward investment and new jobs.
- 
- Mae'r Orsaf Bŵer sydd yn Wylfa ar hyn o bryd yn hollbwysig i'r economi a bydd yn rhoi'r gorau i gynhyrchu ym mis Rhagfyr 2015;
  - Mae gweithlu medrus ar gael yn sgîl colli nifer o swyddi yn ddiweddar;
  - Gellir gwrthdroi'r patrwm o allfudo trwy'r cyfleon am swyddi fydd yn codi yn sgîl Adeiladu Niwclear Newydd;
  - Statws Parth Menter i ddenu mewnfuddsoddiad a swyddi newydd.



# Nuclear Legacy

## Etifeddiaeth Niwclear

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- Local goodwill and trust through living with safe nuclear generation for 50 years;
- Adaptable and loyal workforce;
- Essential source of local employment and supply chain opportunities;
- Isle of Anglesey County Council represents local interests in the region and with Wales and UK Governments;
- Effective timeline between Trawsfynydd/ Wylfa Decommissioning and Nuclear New Build;
- Ymddiriedaeth ac ewyllys da yn lleol yn sgîl byw gyda chynhyrchu ynni niwclear yn ddiogel am 50 mlynedd;
- Gweithlu teyrngar sy'n gallu addasu;
- Ffynhonnell hanfodol ar gyfer cyflogaeth leol a chyflleon i'r gadwyn gyflenwi;
- Mae Cyngor Sir Ynys Môn yn cynrychioli diddordebau lleol yn y rhanbarth gyda Llywodraethau Cymru a'r DU;
- Llinell amser effeithiol rhwng digomisiynu Wylfa/Trawsfynydd â Adeiladu Niwclear Newydd;



Creating a better world  
for generations to come

Creu byd gwell ar gyfer y  
cenedlaethau i ddod

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## Why are we here?

### Pam ydym yma ?

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- Hitachi 100 year commitment to Anglesey;
- Maximise the opportunities from the biggest investment in Wales;
- Outline Team Wales' commitment to ensure that the Horizon and other major developments transform the economy and local communities;
- Ymrwymiad 100 mlynedd gan Hitachi i Ynys Môn;
- Manteisio i'r eithaf ar gyfleon yn sgîl y buddsoddiad mwyaf yng Nghymru;
- Amlinellu ymrwymiad Tîm Cymru i sicrhau bod Horizon a datblygiadau mawr eraill yn trawsnewid yr economi a chymunedau lleol;

# The Isle of Anglesey County Council - Roles

## Swyddogaethau – Cyngor Sir Ynys Môn

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- Robust & timely planning decisions and consultations;
- Joint working with other regulators;
- Ensure responsibilities in education, highways, housing, community cohesion and environmental health are met;
- Communication and engagement with key stakeholders;
- Promoting competitive skills supply, competitive supply chain and competitive infrastructure on Anglesey;
- Developers and public bodies brought together to present 'one voice' through the Energy Island Programme.
- Ymgynghori a gwneud penderfyniadau cynllunio mewn modd cadarn ac amserol;
- Gweithio ar y cyd gyda rheoleiddwyr eraill;
- Sicrhau cwrdd â chyfrifoldebau yn y meysydd addysg, priffyrdd, tai, cydlyniant cymunedol ac iechyd yr amgylchedd;
- Cyfathrebu ac ymgysylltu gyda chydranddeiliaid allweddol;
- Hyrwyddo cyflenwad o sgiliau cystadleuol, cadwyn gyflenwi gystadleuol ac isadeiledd cystadleuol yn Ynys Môn;
- Dod â datblygwyr a chyrrff cyhoeddus ynghyd i siarad ag 'un llais' trwy'r Rhaglen Ynys Ynni.

# The Isle of Anglesey - Energy Island Programme

## Rhaglen Ynys Ynni –Ynys Môn

Our vision and aspiration is to put Anglesey and North West Wales at the forefront of energy research and development, production and servicing.

A once in a lifetime opportunity to transform the economy and communities of Anglesey and North West Wales.

Workstreams established for key topic areas bringing together developers and public sector organisations.

The role is one of:

- De-risking very substantial private sector investment
- Facilitation and co-ordination;
- On-going communication with key stakeholders in raising and realising these potentially life changing ambitions.

Ein gweledigaeth a'n dyhead yw sicrhau bod Ynys Môn a Gogledd-Orllewin Cymru ar flaen y gad yn y maes ynni o ran gwaith ymchwil, datblygu, cynhyrchu a thrin.

Cyfle unwaith mewn oes i drawsnewid yr economi a chymunedau Ynys Môn a Gogledd-Orllewin Cymru.

Sefydlwyd ffrydiau gwaith ar gyfer pynciau allweddol sy'n dod â datblygwyr a sefydliadau sector preifat ynghyd.

Mae'r rôl hon yn golygu:

- Dadrisgio buddsoddiad sector preifat sylweddol iawn;
- Hwyluso a chydlynu;
- Cyfathrebu parhaus gyda chydranddeiliaid allweddol i godi a gwireddu'r uchelgeisiau hyn a allai newid bywydau.





# Isle of Anglesey - Progress to Date

## Cynnydd Ynys Môn - hyd yma

- Early commitment to the nuclear agenda;
  - Lobbied UK Government to ensure Wylfa identified as preferred site;
  - Facilitated developer site visit in 2008/09;
  - Secured Energy Enterprise Zone status;
  - Established Energy Island Programme in 2010;
  - Political alignment between UK, Welsh and Local Government.
- 
- Ymrwymiad cynnar i'r rhaglen niwclear;
  - Wedi llobio Llywodraeth y DU i sicrhau bod Wylfa yn safle a ffefrir;
  - Hwyluso ymweliad â'r safle gan y datblygwr yn 2008/09;
  - Wedi sicrhau statws Parth Menter Ynni;
  - Wedi sefydlu Rhaglen Ynys Ynni yn 2010;
  - Cysondeb gwleidyddol rhwng Llywodraeth y DU, Llywodraeth Cymru a Llywodraeth Leol.

# Local Employment & Skills

## Cyflogaeth a Sgiliau Lleol

- 6,000 construction jobs/ 1,000 permanent jobs – we need highest % possible to be filled by local people working for businesses based on Anglesey and North Wales (both existing and inward investors);
- Horizon commitment to work with local partners, college and university to develop training programmes, which will create a strong and permanent base of construction and nuclear skills;
- Isle of Anglesey County Council & partners committed to supporting North Wales businesses which can compete in the supply chain in terms of cost, quality, safety and deliverability;
- Partnership working with National Skills Academy for Nuclear;
- Commitment to the Welsh language – e.g. Hitachi GE bilingual website.
- 6,000 o swyddi adeiladu/1,000 o swyddi parhaol – angen llenwi'r canran uchaf bosib o'r swyddi hyn gyda phobl leol sy'n gweithio i fusnesau yn Ynys Môn a Gogledd Cymru (busnesau cyfredol a mewnfuddsoddwyr);
- Ymrwymiad Horizon i weithio gyda phartneriaid lleol, colegau a'r brifysgol i ddatblygu rhaglenni hyfforddiant, a fydd yn creu sylfaen gref a pharhaol ar gyfer sgiliau adeiladu a niwclear;
- Cyngor Sir Ynys Môn a'i bartneriaid yn ymrwymedig i gefnogi busnesau yng Ngogledd Cymru a fedr gystadlu yn y gadwyn gyflenwi o ran cost, ansawdd, diogelwch a'r gallu i gyflawni.
- Gweithio mewn partneriaeth gyda'r Academi Sgiliau Genedlaethol ar gyfer Niwclear;
- Ymrwymiad i'r Iaith Gymraeg – e.e. gwefan dwyieithog Hitachi GE.

# Grwp Llandrillo Menai - Llangefni Campus

## Grwp Llandrillo Menai – Campws Llangefni

- Wales' largest, and leading, Further Education Institution
- 3 delivery colleges across North West Wales
- 34,000 students; over 2,000 staff;

- Y Sefydliad Addysg Bellach mwyaf yng Nghymru a'r un mwyaf blaenllaw;
- 3 choleg cyflawni ar draws Gogledd-Orllewin Cymru
- 34,000 o fyfyrwyr; dros 2,000 o staff;

Recent development at Coleg Menai Llangefni:

Datblygiadau yn Coleg Menai, Llangefni yn ddiweddar:

Resource	Built	Size
Heavy Plant Training Centre	2012	3 Hectares
Energy Training Centre (Member of the National Skills Academy – Nuclear; Flagship Status)	2011	2,860 m2 <i>Gross Floor Area</i>
Construction Craft Training Centre	2009	4,790m2 <i>Gross Floor Area</i>

Adnodd	Adeiladwyd	Maint
Canolfan Hyfforddi – Peiriannau Trwm	2012	3Hectar
Canolfan Hyfforddiant Ynni (Aelod o'r Academi Sgiliau Genedlaethol – Niwclear; Statws Blaenllaw)	2011	2,860m <sup>2</sup> <i>Arwynebedd Llawr Gros</i>
Canolfan Hyfforddi – Crefftau Adeiladu	2009	4,790m <sup>2</sup> <i>Arwynebedd Llawr Gros</i>

# Grwp Llandrillo Menai

## Grwp Llandrillo Menai

### CURRENT CURRICULUM OFFER

- Human Performance Training – Error avoidance
- Radiation Protection & Monitoring
- Instrumentation & Control
- Fabrication & Welding
- Civil Engineering
- Construction Craft
- Training approved by the Nuclear Skills Academy

### FUTURE POTENTIAL OPPORTUNITIES

- Development of a National Centre for Nuclear Training (public/ private sector partnership)
  - Horizon Engineering Centre of Excellence (£10m)
  - Skills Hub for many partners – serving a range of employers in the energy sector
  - New, high specification and high quality, training
  - New Link Road being designed by WG

### Y CYNNIG CWRICWLWM CYFREDOL

- Hyfforddiant Perfformiad Dynol – Osgoi camgymeriadau
- Diogelu Rhag Ymbelydredd a Monitro
- Offerynnau a Rheolaeth
- Gwneuthuriad a Weldio
- Peirianeg Sifil
- Creffttau Adeiladu
- Hyfforddiant a gymeradwywyd gan yr Academi Sgiliau Niwclear

### CYFLEON POSIB I'R DYFODOL

- Datblygu Canolfan Genedlaethol ar gyfer Hyfforddiant Niwclear (partneriaeth sector cyhoeddus/preifat)
  - Canolfan Rhagoriaeth Peirianeg Horizon (£10m)
  - Hyb sgiliau ar gyfer llawer o bartneriaid - gwasanaethu ystod o gyflogwyr yn y sector ynni
  - Hyfforddiant manyleb uchel ac o ansawdd uchel newydd
  - Ffordd Gyswllt newydd yn cael ei dylunio gan Lywodraeth Cymru

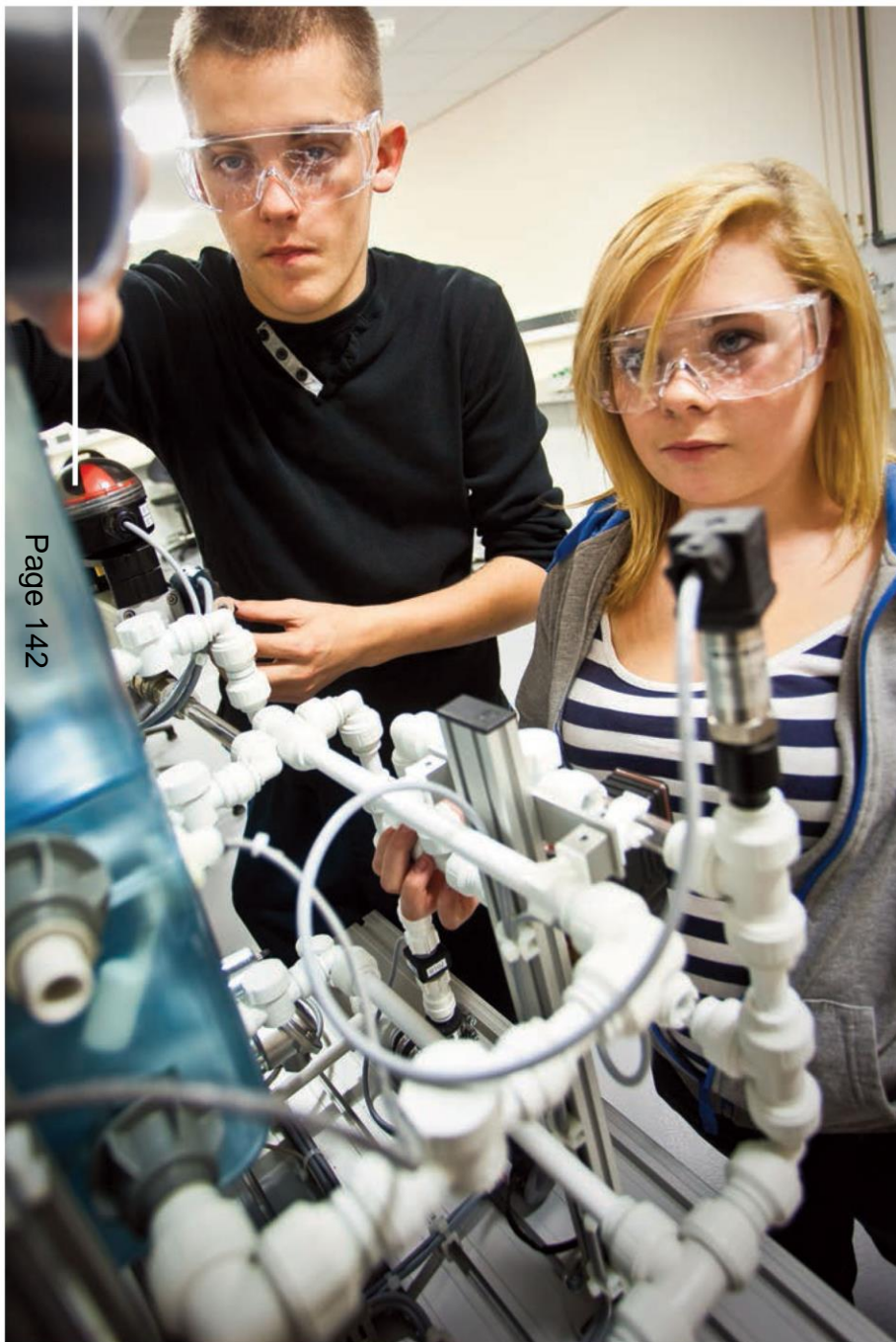


# Isle of Anglesey - Inward Investment

## Mewnfuddsoddi – Ynys Môn

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- Investing in skills, infrastructure, sites and premises to attract inward investors to Anglesey;
  - Scope to internationalise these businesses to win contracts from other Hitachi Nuclear New Build projects.
- 
- Buddsoddi mewn sgiliau, isadeiledd, safleoedd ac adeiladau i ddenu mewnfuddsoddwyr i Ynys Môn;
  - Sgôp i ryngwladoli'r busnesau hyn i ennill contractau gan brosiectau Adeiladu Niwclear Newydd Hitachi.



## Key Messages

### Negeseuon Allweddol

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- All about collaboration between Hitachi/ Horizon and Team Wales to realise shared outcomes;
  - Calls for early and on-going engagement between parties and sharing of initial information;
  - Need for investment by both sides for mutual benefit.
- 
- Yn ymwneud â'r cydweithredu rhwng Hitachi/Horizon a Thîm Cymru i wireddu canlyniadau a rennir;
  - Galwadau am ymgysylltiad cynnar a pharhaus rhwng partïon a rhannu gwybodaeth gychwynnol;
  - Yr angen am fuddsoddiad gan y ddwy ochr er lles pawb.

# Success Criteria

## Meini Prawf Llwyddiant

The success of the Horizon Nuclear New Build will be gauged by the people of Anglesey and Wales in terms of:

- Support provided in educating and training its young people to take up job opportunities;
- The number and quality of jobs taken up by local people, including school and college leavers, in both the construction and operation phases;
- Contracts won by local businesses;
- Inward investment to Anglesey
- Proactive approach to dealing with potential impacts on Welsh language, communities and natural and historic landscapes.

Bydd llwyddiant yr Orsaf Niwclear Newydd gan Horizon yn cael ei fesur gan bobl Ynys Môn a Chymru o ran:

- Y cymorth a gafwyd i addysgu a hyfforddi pobl ifanc i fanteisio ar gyfleon am swyddi;
- Nifer ac ansawdd y swyddi a gafodd pobl leol yn ystod y cyfnodau adeiladu a gweithredu, gan gynnwys y rheini sy'n gadael ysgolion a cholegau;
- Contractau a enillwyd gan fusnesau lleol;
- Mewnfuddsoddi yn Ynys Môn;
- Agwedd ragweithiol tuag at ddelio â'r effeithiau posib ar yr Iaith Gymraeg, cymunedau a thirweddau naturiol a hanesyddol.

Thank you

ありがとうございました

Diolch

[www.ynysmon.gov.uk](http://www.ynysmon.gov.uk)

[www.ynysynnimon.co.uk](http://www.ynysynnimon.co.uk)

[www.anglesey.gov.uk](http://www.anglesey.gov.uk)

[www.angleseyenergyisland.co.uk](http://www.angleseyenergyisland.co.uk)







CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL



YNYSYNNI MÔN  
ANGLESEY ENERGY ISLAND

## **Economic & Community Regeneration**

### **Japan Learning Visit – Financial Breakdown**

July 2014

**Author:**  
**Liz Davies**  
**Energy Island Programme – Delivery Manager**  
**Economic and Community Regeneration**

## **1. Background**

- 1.1 Horizon Nuclear Power (HNP), the developer and operator of the proposed Wylfa newydd is 100% owned by Hitachi of Japan. HNP will be contracting with Hitachi GE (an 80% owned Hitachi subsidiary), to construct the power station. The preparation of the Wylfa site and off-site associated development works will be commissioned by HNP directly.
- 1.2 As a result Horizon Nuclear Power are eager to foster a relationship between key stakeholders in Wales and Hitachi GE and proposed a site visit to a New Build Nuclear Power Station actually under construction in Japan enabling these stakeholders to get a first-hand insight into construction, procurement and supply chain opportunities associated with the development of an Advanced Boiling Water Reactor.
- 1.3 Against this backdrop the invited group consisted of a mixed group of officers, politicians and Horizon HNP representatives. The Isle of Anglesey County Council individuals invited by HNP were:
  - Cllr. Ieuan Williams (Leader)
  - John Idris Jones (Energy Island Programme Director)
  - Dylan Williams (Head of Economic & Community Regeneration/ Energy Island Programme)
- 1.4 Other individuals/ representatives invited by HNP were:
  - Albert Owen MP
  - Rhun ap Iorweth AM
  - Dennis Evans (Chair of Wylfa Newydd Project Liaison Group)
  - Ieuan Rees (Coleg Llandrillo Menai)
  - Gwenllian Roberts (Welsh Government)

## **2. Financial Breakdown**

- 2.1 The Isle of Anglesey County Council was responsible for the cost of the above named three individuals. Following receipt of all invoices the final breakdown of cost is outlined below:

<b>Pre Travel Costs</b>	
Business Cards	£222.00
Presentation & Booklet (preparation & printing)	£1,145.00
Corporate Gifts	£132.83
Miscellaneous	£39.03
<b>TOTAL</b>	<b>£1,538.86</b>

<b>Travel Costs</b>	
Japan Airlines Flights (Heathrow – Tokyo)	£2,515.95  £329.00 rtn pp = 987.00 Tax/ Surcharge = £1,528.95
Rail Travel (Bangor – Heathrow rtn)	£296.70
Bullet Train – Tokyo – Oma	£720.00
Taxi Fares (Japan)	£11.51
<b>TOTAL</b>	<b>£3,544.16</b>

<b>Accommodation &amp; Subsistence</b>	
Meal & Refreshments @ Heathrow	£47.29
Hotel (Tokyo & Mutsu City) inc. Breakfast	£1,432.76
<b>TOTAL</b>	<b>£1,480.05</b>

2.2 The total cost of the visit amounts to **£6,563.07**.

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# PRAWF BUDD Y CYHOEDD

## PUBLIC INTEREST TEST

### Strwythur Gwasanaethau TG / IT Services Structure

<p>Paragraff(au) 13 a 14 Atodlen 12A Deddf Llywodraeth Leol 1972                  Paragraph(s) 13 and 14 Schedule 12A Local Government Act 1972                  [un neu fwy o/one or more of 12,13,14,15,16,17,18,18A,18B,18C]</p>	
<p>Y PRAWF – THE TEST</p>	
<p>Mae yna fudd i'r cyhoedd wrth ddatgelu oherwydd / There is a public interest in disclosure as:-</p> <p>Nid yw'r wybodaeth o fewn yr adroddiad ei hun yn cyfiawnhau eithrio cau allan y wasg, ac mae yna fudd i'r cyhoedd o ran sicrhau tryloywder mewn perthynas â sut mae busnes y Cyngor yn cael ei drefnu a'r strwythur y mae'n ei fabwysiadu wrth ddarparu ei wasanaethau.</p> <p>The information within the report does not, of itself, justify an exclusion of the press and public and there is a public interest in ensuring transparency in relation to how Council business is organised and the structure it adopts in discharging its services.</p>	<p>Y budd i'r cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-</p> <p>Mae'r adroddiad yn cynnwys gwybodaeth y gellid disgwyl yn rhesymol iddo arwain at drafod unigolion a enwir neu unigolion y mae modd eu hadnabod. Gallai trafodaeth o'r fath mewn fforwm cyhoeddus fod yn achos o dorri cyfrifoldebau contractyddol y Cyngor tuag at ei staff a gellid cymryd camau cyfreithiol yn ei gylch.</p> <p>The report contains information which might reasonably be expected to result in discussion of named or identifiable individuals. Such discussion in a public arena may constitute an actionable breach of the Council's contractual obligations to its staff.</p>
<p><b>Argymhelliad</b> - Mae'r budd i'r cyhoedd wrth gadw'r eithriad o bwys mwy na'r budd i'r cyhoedd wrth ddatgelu'r wybodaeth. [* - dilëwch y geiriau amherthnasol]  <b>Recommendation</b> - The public interest in maintaining the exemption outweighs the public interest in disclosing the information. [* - delete as appropriate]</p>	

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