

# 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  
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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 16 MAWRTH 2015 10.00 o'r gloch</b>	<b>MONDAY 16 MARCH 2015 10.00 am</b>
<b>SIAMBR Y CYNGOR SWYDDFEYDD Y CYNGOR LLANGFNI</b>	<b>COUNCIL CHAMBER COUNCIL OFFICES LLANGFNI</b>
Swyddog Pwyllgor	<b>Mairwen Hughes (01248) 752516</b> Committee Officer

## **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

## **Aelod Democratiaid Rhyddfrydol Cymru /Welsh Liberal Democrat (Heb Ymuno / Unaffiliated)**

Aled Morris Jones

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 - 12)**

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

- 9<sup>th</sup> February, 2015
- 16<sup>th</sup> February, 2015 (Budget)

### **4 MINUTES FOR INFORMATION (Pages 13 - 16)**

To submit for information, the draft minutes of the meeting of the Voluntary Sector Liaison Committee held on 16<sup>th</sup> January, 2015.

### **5 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 17 - 28)**

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

### **6 ANNUAL EQUALITY REPORT (Pages 29 - 60)**

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

### **7 NEW BUSINESS RATES RELIEF FOR CHARITIES AND NON PROFIT-MAKING ORGANISATIONS (Pages 61 - 66)**

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

### **8 CHANGES TO THE CONSTITUTION - CONTRACT PROCEDURE RULES (Pages 67 - 86)**

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

### **9 INDEPENDENT SECTOR RESIDENTIAL AND NURSING HOME FEES 2015/16 (Pages 87 - 98)**

To submit the report of the Head of Adults' Services.

### **10 CHILDCARE SUFFICIENCY ASSESSMENT (Pages 99 - 116)**

To submit the report of the Director of Lifelong Learning.

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- 11**     **SCHOOL MODERNISATION - RHOSYR AREA** (Pages 117 - 216)  
To submit the report of the Director of Lifelong Learning.
- 12**     **SCHOOL MODERNISATION - LLANNAU AREA** (Pages 217 - 274)  
To submit the report of the Director of Lifelong Learning.
- 13**     **GWE JOINT COMMITTEE GOVERNANCE ARRANGEMENTS** (Pages 275 - 282)  
To submit the report of the Director of Lifelong Learning.
- 14**     **COLLABORATION WITH HORIZON ON HIGHWAY IMPROVEMENTS** (Pages 283 - 290)  
To submit the report of the Head of Environment and Technical Services.
- 15**     **THE COUNCIL'S ENERGY POLICY** (Pages 291 - 300)  
To submit the report of the Head of Environment and Technical Services.
- 16**     **EXCLUSION OF THE PRESS AND PUBLIC** (Pages 301 - 302)  
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".
- 17**     **SALE OF GARREGLWYD RESIDENTIAL CARE HOME** (Pages 303 - 310)  
To submit the report of the Strategic Transformation Manager.

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## THE EXECUTIVE

### Minutes of the meeting held on 9 February 2015

- PRESENT:** Councillor Ieuan Williams (Chair)  
Councillor J Arwel Roberts (Vice-Chair)
- Councillors R Dew, K P Hughes, A M Jones and H E Jones
- IN ATTENDANCE:** Chief Executive,  
Deputy Chief Executive,  
Corporate Director (Community),  
Corporate Director (Lifelong Learning),  
Interim Head of Democratic Services (JHJ) (for item 5),  
Head of Function (Council Business)/Monitoring Officer (for items 7 & 8),  
Head of Housing Services (for items 9, 10 & 11),  
Business Manager (Housing) (NM) (for item 11),  
Revenue & Benefits Services Manager (GJ)(for item 6),  
Financial Systems Manager (DG) (for item 9),  
Principal Development Officer (Housing Services) (AJ) (for item 10),  
Committee Officer (MEH).
- ALSO PRESENT:** Councillors John Griffith, Bob Parry OBE
- APOLOGIES:** Councillor Alwyn Rowlands

#### 1 DECLARATION OF INTEREST

Councillor K.P. Hughes declared an interest in Item 12 and left the meeting during consideration and voting thereon.

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

None to report.

#### 3 MINUTES

The minutes of the previous meeting of the Executive held on 12 January, 2015 were submitted for confirmation.

**It was RESOLVED that the minutes of the previous meeting of the Executive held on 12 January, 2015 be confirmed as a true record.**

#### 4 MINUTES FOR INFORMATION

The draft minutes of the Corporate Parenting Panel held on 8<sup>th</sup> December, 2014 were submitted for information.

**It was RESOLVED to accept, for information, the draft minutes of the Corporate Parenting Panel held on the 8<sup>th</sup> December, 2014.**

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

The report of the Interim Head of Democratic Services incorporating the Executive's Forward Work Programme for the period of 16<sup>th</sup> February to October 2015 was submitted for consideration.

The Interim Head of Democratic Services reported that the 2 Scrutiny Outcome Panels – Efficiency Savings 2014/15 and Managing Sickness Absence will be reported to the March meeting of the Executive. The Corporate Scorecard – Quarter 3, 2014/15 scheduled to be considered at the Executive's meeting on 16 March has been brought forward to the 16 February meeting.

He further stated that Items 15, 21, 22, 23 and 24 have been included within the forward work programme for consideration at the 16 March, 2015 Executive.

**It was RESOLVED to confirm the updated Forward Work Programme for the period of 16<sup>th</sup> February – October 2015, subject to the additional changes outlined at the meeting.**

## **6 DISCRETIONARY HOUSING PAYMENTS POLICY 2015/16 AND SUBSEQUENT YEARS**

Submitted – a report by the Interim Head of Function (Resources)/Section 151 Officer in relation to the above.

The Portfolio Holder (Finance) stated that the Discretionary Housing Payment Policy Scheme grant had been fully utilised but not overspent. The DHPs provide claimants with 'further financial assistance' to meet their housing costs in addition to any other welfare benefits they receive, where the Local Authority considers that such additional help is necessary.

**RESOLVED :-**

- **To approve the current Local Discretionary Housing Payment Policy (DHP) Scheme unrevised from 6 April 2015 for 2015/16 and subsequent years.**
- **To ensure that total DHP spend for the financial year remains broadly in line with the amount allocated for the scheme by The Department of Work and Pensions (DWP).**

## **7 CONSTITUTION CHANGES - TERMS OF REFERENCE OF APPEALS COMMITTEE**

Submitted – the report of the Head of Function (Council Business)/Monitoring Officer in relation to the above.

The Head of Function (Council Business)/Monitoring Officer reported that currently the Appeals Committee has authority to decide appeals arising from any decision made in relation to the list of matters set out in 3.4.4.4 of the Constitution which includes employee appeals relating to grading, disciplinary and grievance.

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

- **Council approve the changes to the Constitution, as contained in Appendix 1 attached to this report.**

- **The Head of Profession (Human Resources) be authorised to amend any relevant policies and procedures to reflect the said changes;**
- **The Head of Function (Council Business)/Monitoring Officer be authorised to make any consequential amendments to the Constitution to reflect the said changes.**

## **8 EXTENDING THE TERM OF THE STANDARDS COMMITTEE**

Submitted – the report of the Head of Function (Council Business)/Monitoring Officer in relation to the above.

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

- **Council approve the reappointment of the independent Members of the Standards Committee for a further term of 4 years, from 17<sup>th</sup> December, 2015;**
- **Council delegates authority to the Monitoring Officer to make all consequential amendments to the Council's Constitution, and the Standards Committee's Constitution, to extend all future appointments to an automatic two terms for all independent Members of the Standards Committee.**

## **9 HOUSING RENTS 2015/16**

Submitted – the report of the Head of Housing Services in relation to the Housing Rent HRA and Housing Service Charges 2015/16.

The Portfolio Holder (Housing & Social Services) stated each local authority has been directed by Welsh Government to implement the new rent policy from April 2015 for rent increases.

The Financial Systems Manager reported that using the WG formula for rent increases under the New Policy, the proposed rent increase for 2015/16 is 2.7% or an average weekly increase of £1.95. He further stated that WG Rent Policy does not provide any guidance on how to increase garage rents. In order to fully recover the cost of maintaining and improving the standard of garages a full assessment is required and this is envisaged to take place during 2015/16.

The Portfolio Holder (Finance) referred to 2.7 within the report which states that 195 garages are currently empty and this has been an ongoing issue. He was satisfied that an assessment is to be made on the standards of the empty garages but a completion date should be noted. The Financial Systems Manager responded that the work has been started on the assessment of the empty garages and arrangement will be put in place to afford a completion date of the work.

**RESOLVED to approve rent increase for 2015/16 as follows :-**

- **To approve increasing all rents below target rent of between £0.01 - £4.40 immediately to target rent;**
- **To approve increasing all rents below target rent of between £4.41 - £21.00 per week by 2.7% per week;**
- **To approve reducing the current rents above target rent of between £0.01 - £2.00 per week immediately to target rent;**

- **To approve increasing the current rent above target rent of between £2.00 - £21.00 per week by 2.7% minus £2 per week;**
- **To approve an increase of 36p per week on garage rents;**
- **To approve that the service charges costs as noted within section 3.3 of the report be applied to all tenants who receive the relevant services.**

## **10 SUPPORTING PEOPLE COMMISSIONING PLAN**

Submitted – the report of the Head of Housing Services in relation to approval of Supporting People Programme grant Commissioning Strategy and Spend Plan.

The Portfolio Holder (Housing & Social Services) stated that the Supporting People Programme for Anglesey, which provides housing related support for vulnerable people and families has seen its annual allocation from Welsh Government for 2015/16, reduced by 8.8% which is commensurate with a £256,000 decrease. This level of decrease is substantial to the service.

The Principal Development Officer (Housing Services) reported that the reduction in funding has resulted in difficult decisions being made from April 2015, with unavoidable implications to the Local Authority's Learning Disability Budget. Historically, Supporting People has invested heavily within the provision of support for People with Learning Disabilities, with in excess of 33% of the total funding allocated toward the needs of this service area.

In addition to learning disabilities Domestic Abuse has seen a reduction of 10.3%, Services for Offenders 21%, Alcohol and Substance Misuse 10.2%, Single Parent Families 5.8% and homeless and Rough Sleepers 10.6%. All services mentioned are provided either by the Third Sector Organisations or subsidiaries of Housing Associations.

Members of the Executive requested that a letter be sent to the Minister of Communities and Tackling Poverty and a press release in the name of the Leader and the Portfolio Holder (Housing & Social Services) expressing the County Councils deep concerns in the reduction in funding for the Supporting People Programme in North Wales.

### **RESOLVED :-**

- **To approve the recommendations of the Supporting People Commissioning Plan;**
- **To approve the allocation of funding per service area, as outlined within the Supporting People commissioning Plan document.**

## **11 HOUSING REVENUE ACCOUNT BUSINESS PLAN**

Submitted – the report of the Head of Housing Services in relation to Housing Revenue Account Business Plan 2015/16.

The Head of Housing Services reported that Members will be aware from seminars and previous reports of the intended move to buying out debt from the HM Treasury and transferring to the Public Wales Loan Board (PWLb), thereby becoming self-financing. This will also bring a range of flexibilities to the Council, for example the ability to increase housing stock. She further stated that there is a need for more affordable housing for rent and increase in the authority's housing stock on Anglesey. The authority will work closely with Môn Tenants Voice Group which has already helped develop the business plan and a number of other key policy initiatives. It was also stated that it will have a positive effect on



the local economy and supply chain and it is intended to work closely with Coleg Menai and Môn Communities First to develop apprenticeships opportunities for local young people.

Members raised the issue of the Right to Buy scheme and the loss of social housing. It was noted that Carmarthenshire County Council has recently been given approval by Welsh Government to suspend the right to buy option. It was agreed that the Officers of this Council should proceed negotiations with Welsh Government in respect of this matter.

**RESOLVED:-**

- **That the key objectives and priorities on which the HRA Business Plan is based be endorsed and that the updated Business Plan as set out in Appendix 1 be approved.**
- **To authorise the Officers to proceed negotiations with Welsh Government in respect of suspending the Right to Buy.**

**12 SCHOOL MODERNISATION - LLANNAU AREA**

Submitted – a report by the Corporate Director (Lifelong Learning) in relation to a site for the new Primary School in the 'Llannau' area.

The Portfolio Holder (Education) stated that an assessment of 18 potential sites had been assessed and 9 non-financial options criteria were used to evaluate the sites. He noted that Llanfachraeth School with additional fields scored the highest but the stakeholder group and the consultees, requested that the project team should consider locating the new school in the centre of the new proposed catchment area, thus proposing option 7, Llanfaethlu – the second highest scoring site. Archaeological and planning investigations have taken place at both Llanfachraeth and Llanfaethlu sites. Llanfachraeth has no archaeological issues but Llanfaethlu site would require a staged programme of archaeological assessment and evaluation. A full geophysical survey of the site has now been completed. During the excavation in the identified trenches, there has been concentration of Neolithic features in two of the trenches. The project team has received verbal confirmation that the works and findings undertaken on the Llanfaethlu site does not mean that the site cannot be developed. The next stage is to negotiate with the landowner to purchase the land.

**RESOLVED :-**

- **To approve and agree to the site, named Option 7 in the consultation document, being the preferred site for the proposed new primary school;**
- **To authorise Officers from the Environment and Technical Services to discuss purchasing the requisite land for the proposed new primary school, subject to obtaining planning permission.**

The meeting concluded at 10.50 am

**COUNCILLOR IEUAN WILLIAMS  
CHAIR**

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# THE EXECUTIVE

## Minutes of the meeting held on 16 February, 2015

- PRESENT:** Councillor Ieuan Williams (Chair)  
Councillors Richard Dew, Kenneth Hughes, H.E. Jones, Alwyn Rowlands
- IN ATTENDANCE:** Chief Executive  
Director of Lifelong Learning  
Director of Sustainability  
Interim Head of Resources and Section 151 Officer  
Head of Economic & Community Regeneration  
Head of Planning and Public Protection  
Head of Adults' Services  
Interim Head of Democratic Services  
Programme and Business Planning Manager  
Acting Accountancy Services Manager (BO)  
Committee Officer (ATH)
- APOLOGIES:** Councillors Aled Morris Jones, J. Arwel Roberts
- ALSO PRESENT:** Councillors John Griffith, Llinos Medi Huws, R. Meirion Jones, R.G. Parry, OBE

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### 1 DECLARATION OF INTEREST

Councillor Richard Dew declared an interest in respect of item 8 on the agenda.  
Councillor H. Eifion Jones declared an interest in respect of item 9 on the agenda.  
Both Members withdrew from the meeting during the discussion of the respective items.

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

None received.

### 3 2014/15 CAPITAL BUDGET MONITORING REPORT – QUARTER 3

The report of the Interim Head of Function (Resources) and Section 151 Officer setting out the financial performance of the capital budget to the end of December, 2014 was presented for the Executive's consideration.

The Portfolio Member for Finance reported on an improving situation particularly with regard to incoming capital receipts for the third quarter which totalled £1.986m. The overall expenditure was 51% of the total budget, with many of the larger schemes being weighted towards the year end. The Portfolio Member referred to those projects carrying the greatest level of risk as documented in section 2.3.1 of the report.

The Chair sought clarification of the position with regard to expenditure on the Vibrant and Viable Places Project given that some individual elements of the scheme had yet to commence.

The Director of Sustainability confirmed that funding for the project must be spent within the year and that carry over is not possible. No elements of the scheme are being put in place where there is a risk of slippage.

**It was resolved to note progress of expenditure and receipts against the capital budget.**

### 4 2014/15 REVENUE BUDGET MONITORING REPORT – QUARTER 3

The report of the Head of Function (Resources) and Section 151 Officer setting out the financial performance of the Council's services to the end of December, 2014 and the projected position for

the year as a whole along with the sources of the main variances was presented for the Executive's consideration.

The Portfolio Member for Finance reported that the revenue budget position had improved considerably in Quarter 3 with the overall projected overspend for year end standing at £154k at the end of the Quarter which equates to 0.001% of the Budget compared to the reported projected overspend of £456K at the end of Quarter 2. He referred to the financial performance of individual services and any variances therein as documented under section 3 of the report and confirmed that work to further reduce the projected year end deficit will continue into Quarter 4.

The Executive noted the improvement.

**It was resolved –**

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

## **5 SCORECARD MONITORING REPORT – QUARTER 3 2014/15**

The report of the Deputy Chief Executive setting out performance against key indicators at the end of Quarter 3 2014/15 as summarised in the Corporate Scorecard was presented for the Executive's consideration.

The Portfolio Member for Performance Transformation, Corporate Plan and Human Resources reported on the areas where the Senior Leadership Team is focussing attention to secure improvements into the future as set out in section 1.1 of the report and he expanded on the actions being taken and their expected outcomes.

The Executive noted the position and the following comments were made –

- That there needs to be better targeting for next year to enable the Council to meet its sickness absence objective of 10 days per FTE.
- That a PI measure for conducting Attendance Review meetings when an individual's level of absence has reached the Authority's trigger level be included within the Corporate Scorecard for 2015/16.
- That Professional Development Reviews need to be completed for all the Council's staff for this year.
- That as part of the strategy to reduce reliance on agency staff and associated costs the Council needs to consider the feasibility and cost effectiveness of developing a Professional Traineeship scheme.

**It was resolved –**

- **To note the contents of the report along with the areas in which the Senior Leadership Team is managing to secure improvements into the future as set out in section 1.1 of the report.**
- **To note the mitigation measures associated with areas of concern with the reported out-turn of progress being communicated to the Executive at its scheduled meeting in May, 2015.**

## **6 BUDGET 2015/16**

(a) The report of the Interim Head of Function and Section 151 Officer in respect of the Medium Term Financial Plan and detailed revenue budget proposals for 2015/16 was presented for the Executive's consideration.

The Portfolio Member for Finance reported that the Authority received a 3.9% reduction in its Revenue Support Grant for 2015/16 meaning that it was required to identify savings in the region of £4m. That process has been undertaken via service reviews and service challenges involving Member input with all departments working towards a savings target of 10%. Budgets have also been reviewed in terms of housekeeping efficiency. No significant budget reductions in statutory services are proposed and an element of protection is being afforded to schools. The Authority's approach is also based on eschewing the use of reserves in 2015/16 in

anticipation that that cushion may be required in what are expected to be financially challenging years ahead. The public consultation exercise on the Budget proposals specifically was undertaken through a variety of means and drew 73 responses mainly around the increase in Council Tax and the savings proposal in relation to school breakfasts which is included in the efficiencies schedule subject to consultation and scrutiny. In proposing a 4.5% increase in the Council Tax, the Authority has sought to be reasonable being mindful of the number of low income families on the island; the rate of Council Tax on Anglesey still remains one of the lowest in Wales.

The Portfolio Member for Housing and Social Services referred also to reductions in grant funding to the Authority across a range of services over and above the 3.9% reduction in the RSG and the identification of £4m of savings which that has necessitated. He said that in order to obtain a clear understanding of the full budgetary position the sum total of grant reductions needs to be known. The Interim Head of Resources and Section 151 Officer said that the relevant figures are lodged within the individual directorates, but can be extricated and circulated.

The Chief Executive said that due to the timing of the confirmation of certain grants which can extend into the new financial year, the position in full may not become clear for a few months.

**It was resolved -**

- **To note the formal consultation meetings on the budget proposals and the resulting feedback as outlined in section 2 of the report and in Appendices 1 and 2.**
  - **To note the equalities implications summary on the budget proposals in section 10 of the report.**
  - **To agree that within the proposed budget, schools are given an increase in budget which meets the Welsh Government's pledge for schools funding as detailed in paragraph 3.2 of the report.**
  - **To agree the final details of the Council's proposed budget, investments, pressures and savings as shown in Appendices 3 and 4 to the report.**
  - **To note the Section 151 Officer's recommendation that minimum General Fund Balances be maintained at £5m, the confirmation of the robustness of the estimates underlying the proposals and the adequacy of the General Reserves in the context of other earmarked reserves.**
  - **To recommend a net budget for the County Council and resulting Council Tax to the Council, noting that a formal resolution including the North Wales Police and Community Council Precepts will be presented to the Council on the 26 February, 2015.**
  - **To authorise the Section 151 Officer to make such changes as may be necessary before submission to the Council.**
  - **To approve the inclusion of the "School Breakfast" efficiency saving as part of the efficiency saving register in Appendix 4 to the report, but to note that if this efficiency saving is not achievable or acceptable following full consultation and scrutiny (report to be brought to the Executive at the end of May, 2015) there is a specific contingency which is in place which the Executive is able to instruct the Section 151 Officer to release.**
  - **To agree that any unforeseen pressures on demand led budgets during the financial year will be able to draw upon funding from the general contingencies budgets.**
  - **To recommend a 4.5% Council Tax increase to full Council.**
- (b) The report of the Interim Head of Democratic Services summarising the response of the Corporate Scrutiny Committee to the 2015/16 Budget proposals from its meetings held on 3rd and 10<sup>th</sup> February, 2015 was presented for the Executive's information.

Councillor R. Meirion Jones, Chair of the Corporate Scrutiny Committee reported on the Committee's views and recommendations.

**It was resolved to note the views and recommendations of the Corporate Scrutiny Committee with regard to the 2015/16 Budget proposals from its meetings held on 3rd and 10th February, 2015.**

- (c) The report of the Interim Head of Resources and Section 141 Officer in respect of the capital bids for 2015/16 was presented for the Executive's consideration.

The Portfolio Member for Finance reported that in response to the recommendation made by the Corporate Scrutiny Committee that Project 13 (rewiring of school buildings) be included within the capital programme for 2015/16 he was proposing an amendment to the recommendations of the report to allow both Project 13 and Project 19 (refurbishing school toilets) regarding which concern had also been expressed, to be accommodated within the Capital programme by increasing the capital budget by 450k to be funded from slippage on the 2014/15 Capital Programme.

The Executive endorsed the amendment.

**It was resolved -**

- **That the 2015/16 capital programme be set at £450k higher than the £14.480m shown in the report, to be funded by slippage on the 2014/15 Capital Programme and that the additional funding be used to implement the proposals relating to the rewiring of education buildings and refurbishing school toilets.**
- **To accept the recommendation in Appendix CH to the report.**

## **7 TREASURY MANAGEMENT STRATEGY STATEMENT 2015/16**

The report of the Interim Head of Resources and Section 151 Officer incorporating the Treasury Management Strategy for 2015/16 was presented for the Executive's consideration.

**It was resolved –**

- **To note the contents of the covering report.**
- **To endorse the contents of, and assumptions and proposals made within the Treasury Management Strategy Statement (including the Prudential and Treasury Management Indicators) for 2015/16 (Appendix A to the report) and**
- **To forward the Strategy to the County Council without further comment.**

## **8 CHARGES FOR NON-RESIDENTIAL SOCIAL CARE SERVICES 2015/16**

The report of the Head of Adults' Services setting out recommendations with regard to charges placed on service users towards the cost of non-residential social care services was presented for the Executive's consideration.

The Portfolio Member for Housing and Social Services reported that the proposed increase in charges are in line with the corporate guidance for increasing income by 5% in 2015/16 apart from where Welsh Government statutory guidance directs otherwise.

**It was resolved to approve –**

- **Home Care charges outlined in paragraph 3.5.2 of the attached report.**
- **Charges for meals in day services outlined in paragraph 3.6.2 of the attached report.**
- **Charges for Telecare Services as outlined in paragraph 3.8.3 of the attached report.**
- **Freezing the rate for Direct Payments at £10.50/hour as outlined in paragraph 3.9.4 of the attached report.**
- **Maintaining a charge of £10.00 for the administration in relation to Blue Badge requests and replacements as per paragraph 3.10.4 of the attached report.**
- **Increasing the fee for purchasing day care services in independent residential homes to £28.92 per 6 hour session (+£4.82 for each individual hour) with the service user contributing £5.25 in addition to the provider towards the cost of refreshments.**

## **9 STANDARD CHARGE FOR COUNCIL CARE HOMES**

The report of the Head of Adults' Services setting out a recommendation for the standard charge for the Authority's care homes for older people for the 2015/16 financial year was presented for the Executive's consideration.

**It was resolved –**

- That whilst the Council acknowledges the costs incurred within residential care, that the cost of delivery is not reflected in the charge to residents, and
- That the increase for those contributing towards the cost of care is consistent with the guidance for Council services set at 5% and that a standard charge of £540.26 is set.

#### **10 LEISURE FUNCTION PLAN: RESPONDING EFFECTIVELY TO THE IMMEDIATE EFFICIENCY CHALLENGES**

The report of the Head of Economic and Community Regeneration incorporating the Leisure Function Plan was presented for the Executive's consideration.

The Head of Economic and Community Regeneration reported that the Leisure Service is facing a number of challenges including a requirement within the Corporate Plan to identify reductions of 60% in running costs over the course of the next three years. The Leisure Function Plan represents a first step in addressing those challenges with the aim of ensuring the continuation of a leisure provision under the County Council and it presents high level, short-term conceptual options for modernising, improving, and safeguarding the provision on Anglesey, which although a non-statutory service, is highly valued and popular. The Leisure Plan is founded on adopting a more commercial approach and culture to underpin modernisation and improvement in leisure provision and identifies five improvement objectives to drive the required critical changes.

**It was resolved to support and endorse the Leisure Function Plan: Responding Effectively to the Immediate Efficiency Challenges.**

**Councillor Ieuan Williams  
Chair**

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## **Voluntary Sector Liaison Committee**

### **Minutes of the meeting held on 16 January, 2015**

**Present:** Councillor Alun Mummery (IOACC)(Chair)

#### **Local Authority**

Councillors Jim Evans, Alwyn Rowlands and Ieuan Williams

#### **Voluntary Sector**

Mr John R Jones (Chief Officer Medrwn Môn)  
Delyth Owen (Making the Connection/Medrwn Môn)  
Ms Lyndsey Williams (Community Voice/Medrwn Môn)  
Mrs Dilys Shaw (Medrwn Môn)  
Eleri Jones (Age Cymru - Gwynedd and Môn)  
Mr Aled Roberts (TARAN)

**In Attendance:** Mrs Gwen Carrington (Director of Community – IOACC)  
Mr J Huw Jones (Interim Head of Democratic Services)  
Mrs Shirley Cooke (Committee Officer)

**Apologies:** Councillor Kenneth Hughes  
Mr Islwyn Humphreys (Samaritans) (Vice-Chair);  
Mrs Margaret Roberts (President of Merched y Wawr),

**Also Present:** Clare Klimazewski (Woodwards Accounting and Consulting Ltd)

#### **1 DECLARATION OF INTEREST**

No declaration of interest was received.

#### **2 MINUTES**

The minutes of the previous meeting of the Voluntary Sector Liaison Committee on 2<sup>nd</sup> October, 2014 were presented and confirmed as correct.

Matters arising thereon:-

The Chief Officer of Medrwn Môn reported that, at the previous meeting Aled Roberts had submitted an apology, which had not been included in the minutes.

## Item 9 – Social Services and Wellbeing Act

The Director of Community informed this Committee that work was in hand to establish a Delivery Board for Ynys Môn, and that the first meeting of the Board was scheduled to be held in February, 2015.

### **3 ENGAGEMENT POLICY**

The Corporate Director of Community referred to the Council's Community Engagement and Consultation Framework which has been developed with the assistance of Medrwn Môn. The framework was largely based on the model for older adult engagement in the Seiriol ward. Reference was also made to the governance arrangement underpinning the model, which included the establishment of a Joint Engagement and Consultation Board between the Council and Medrwn Môn to oversee engagement arrangements across services and make best use of resources. Furthermore, an Engagement and Consultation Working Group would be established between the Council and Medrwn Môn to support the Board and co-ordination of activities.

**RESOLVED to accept the report.**

### **4 FUNDING CODE**

The Corporate Director of Community referred to the review of the Funding Code of Practice as part of the Compact Agreement and presented a report detailing progress on Third Sector Funding arrangements across the Council. The scope of the review was to provide clarity on services commissioned from the Third Sector, the Council's allocation of grant funding to the Third Sector, governance arrangements to monitor the Council's relationship with the Third Sector and recommend improvements to practices in the future. The work had identified the significant investment of circa £6.85 million provided to the Third Sector from Council funds in 2014/15.

Medrwn Môn highlighted the importance of ensuring that commissioning arrangements are sufficiently clarified and opportunities for the sector to bid for funding. Medrwn Môn also requested that the Council move forward as soon as possible to address the findings of the review. The Leader assured the Committee that the Executive would address such matters as soon as possible and would ensure that this is included on the Forward Work Programme.

### **5 COUNCIL BUDGET 2015/16**

The Council Leader outlined the context and background to Budget proposals for 2015/16. The Committee was requested to consider proposals for efficiency savings to meet the budget gap for 2015/16 of approximately £4 million. Overall, it is anticipated that the funding gap amounted to approximately £15 million over the next three years.

The Leader then referred to the proposed increase of 5% in Council Tax to meet the budget gap and the schedule of efficiency savings under various headings which have been put forward for by services for consultation.

The Council acknowledged the need to consider the implications of proposals to reduce funding by 5% on the Third Sector and impact on service users.

The Chief Officer of Medrwn Môn noted that there was a need for full dialogue with the Council on any proposals and wider community impact, and that the Third Sector would be responding formally to the consultation.

**RESOLVED to await the formal response from Medrwn Môn.**

## **6 THIRD SECTOR AND REGIONAL PROGRAMME**

The Chief Officer, Medrwn Môn updated the Committee on the regional context in relation to the future structure of the Third Sector and the likely reduction in the number of CVCs. He also referred to correspondence from the Minister for Communities and Tackling Poverty, to view the work undertaken in the Seiriol Ward to promote local engagement as part of the Local Voices project.

**RESOLVED to note the information.**

## **7 COMMUNITY VOICES**

This item was dealt with under Item 3 above.

## **8 EXECUTIVE FORWARD PROGRAMME**

The Interim Head of Democratic Services reported on the Executive's Forward Work Programme for the period February to September, 2015 as presented to the Executive on the 12<sup>th</sup> January, 2015.

This information was circulated to Medrwn Môn on a monthly basis to update the Sector on matters which are scheduled for consideration by the Executive and Scrutiny Committees.

Reference was also made to a joint meeting with Town and Community Councils and the Third Sector on 18<sup>th</sup> December, 2014, as part of a briefing session to raise awareness and opportunities to add value to the work of Scrutiny Committees.

**RESOLVED to accept the report.**

## **9 NEXT MEETING**

It was agreed that the next meeting be held at 2.00 pm on 9<sup>th</sup> July, 2015 in Rhosneigr Village Hall.

In preparation for shaping the work of the Committee, the Director of Community recommended that a workshop be held to facilitate discussion on areas which require addressing by the Council and Medrwn Môn.

**Councillor Alun Mummery  
Chair**

ISLE OF ANGLESEY COUNTY COUNCIL	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>16 March 2015</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>April – November 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: April – November 2015.	

<b>G - Background papers (please contact the author of the Report for any further information):</b>
Previous forward work programmes. Part 4.2.12 of the Council's Constitution.

# THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015



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 **April – November 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: April – October 2015

Updated: 4 March 2015

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>Delegated decisions by Portfolio Holder (RD) Decisions to be published in March 2015:</b>  (i) Fees and charges 2015/16 (ii) Parking Income and Enforcement 2015/16 (iii) Utilisation of land at Mona Industrial Estate (iv) Lease re former Railway Station, Llangefni (v) Change to household waste collection policy (vi) Change to household waste recycling policy  Category: <b>Operational</b>		Sustainable Development	Dewi Williams Head of Environment and Technical  Cllr Richard Dew		N / A	
2 <b>Delegated decision by Portfolio Holder (KPH) Decisions to be published in March 2015:</b>  <b>Social Services Information System</b>  Category: <b>Operational</b>	Implementation of a replacement system.	Community	Alwyn Jones Head of Adults Services  Cllr Kenneth P Hughes		N / A	

Page 21

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

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
3	<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	
4	<b>Annual Delivery Document (Improvement Plan) 2015/16</b>  Category: <b>Strategic</b>	Approval and recommendation to full Council.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands		20 April 2015	14 May 2015
5	<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		20 April 2015	14 May 2015
6	<b>Constitutional Changes – Powers of the Chief Executive</b>  Category: <b>Strategic</b>	Approval.	Deputy Chief Executive	Lynn Ball Head of Function – Council Business / Monitoring Officer  Cllr Alwyn Rowlands		20 April 2015	14 May 2015
7	<b>Regulation of Investigatory Powers Act 2000</b>  Category: <b>Operational</b>	To adopt a policy.	Deputy Chief Executive	Lynn Ball Head of Function - Council Business / Monitoring Officer  Cllr Alwyn Rowlands		20 April 2015	

Page 22

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
8	<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		20 April 2015	
9	<b>Public Sector Housing Capital Programme 2015/16</b>  Category: <b>Strategic</b>	To seek approval.	Community	Shan L Williams Head of Housing Services  Cllr Kenneth P Hughes		20 April 2015	
10	<b>Maritime Fees and Charges</b>  Category: <b>Operational</b>	Approval of Maritime fees and charges 15/16	Sustainable Development	Dylan J Williams Head of Economic and Community Regeneration  Cllr Aled Morris Jones		20 April 2015	
11	<b>Lowering the admission age for Ysgol Llanfairpwll and Ysgol Goronwy Owen</b>  Category: <b>Operational</b>	Agree to lower the admission age for these schools.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 April 2015	
12	<b>Scrutiny Outcome Panel – Efficiency Savings 2014/15</b>  Category: <b>Operational</b>	To consider the work of the Panel.	Deputy Chief Executive	Bev Symonds Scrutiny Manager  Cllr Hywel Eifion Jones		20 April 2015	
13	<b>Scrutiny Outcome Panel – Sickness Absence</b>  Category: <b>Operational</b>	To consider the work of the Panel.	Deputy Chief Executive	Bev Symonds Scrutiny Manager  Cllr Alwyn Rowlands		20 April 2015	

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*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

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
14	<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		26 May 2015	
15	<b>Corporate Scorecard – Quarter 4, 2014/15</b>  Category: <b>Strategic</b>	Quarterly performance monitoring report.	Deputy Chief Executive  Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	11 May 2015	26 May 2015	
16	<b>2014/15 Revenue and Capital Budget Monitoring Report – Quarter 4</b>  Category: <b>Strategic</b>	Quarterly financial monitoring report.	Deputy Chief Executive  Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	11 May 2015	26 May 2015	
17	<b>North Wales Regional Waste Treatment Project</b>  Category: <b>Strategic</b>	Confirmation and approval of arrangements	Sustainable Development  Dewi Williams Head of Service Environment and Technical  Cllr Richard Dew		26 May 2015	
18	<b>Disposal of land for Science Park</b>  Category: <b>Operational</b>	Agreement on sale of land	Sustainable Development  Dewi Williams Head of Service Environment and Technical  Cllr Richard Dew		26 May 2015	

Page 24

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
19	<b>Llangefni link road – purchase of land</b>  Category: <b>Operational</b>	Purchase of land associated with scheme	Sustainable Development	Dewi Williams Head of Service Environment and Technical  Cllr Richard Dew		26 May 2015	
20	<b>School Modernisation – Llannau area</b>  Category: <b>Strategic</b>	Purchase of land associated with scheme	Sustainable Development	Dewi Williams Head of Service Environment and Technical  Cllr Richard Dew		26 May 2015	
21	<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		15 June 2015	
22	<b>Annual Report – Statutory Director of Social Services</b>  Category: <b>Strategic</b>	Endorsement of report for submission to Council	Community	Gwen Carrington Communities Director  Cllr Ken Hughes		15 June 2015	29 September 2015
23	<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		15 June 2015	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
24	<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 July 2015	
25	<b>Lowering the admission age for Ysgol Llanfairpwll and Ysgol Goronwy Owen</b>  Category: <b>Operational</b>	Final decision.	Lifelong Learning	Dr Gwynne Jones Director of Lifelong Learning  Cllr Ieuan Williams		20 July 2015	
26	<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	6 July 2015	20 July 2015	
27	<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	7 July 2015	20 July 2015	
28	<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	7 July 2015	20 July 2015	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
29	<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		21 September 2015	
30	<b>Annual Performance Report (Improvement Plan) 2014/15</b>  Category: <b>Strategic</b>	Approval of report and recommendation to full Council.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands		21 September 2015	29 September 2015
31	<b>Corporate Scorecard – Quarter 1, 2015/16</b>  Category: <b>Strategic</b>	Quarterly performance monitoring report.	Deputy Chief Executive	Bethan Jones Deputy Chief Executive  Cllr Alwyn Rowlands	14 September 2015	21 September 2015	
32	<b>2015/16 Revenue and Capital Budget Monitoring Report – Quarter 1</b>  Category: <b>Strategic</b>	Quarterly financial monitoring report.	Deputy Chief Executive	Richard Micklewright Interim Head of Function - Resources  Cllr Hywel Eifion Jones	14 September 2015	21 September 2015	
33	<b>Safeguarding Arrangements for Vulnerable Adults</b>  Category: <b>Strategic</b>	Progress report.	Community	Alwyn Jones Head of Adults' Services  Cllr Kenneth P Hughes		21 September 2015	
34	<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		19 October 2015	

Page 27

\* Key:

*Strategic – key corporate plans or initiatives*

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*For information*

## THE EXECUTIVE'S FORWARD WORK PROGRAMME

Period: April – October 2015

Updated: 4 March 2015

	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
35	<b>Weekly waste collection – options appraisal re 3 or 4 weekly collections</b>  Category: <b>Strategic</b>	Agreement on future option	Sustainable Development	Dewi Williams Head of Service Environment and Technical  Cllr Richard Dew	TBC	19 October 2015	
36	<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		30 November 2015	

\* Key:

*Strategic – key corporate plans or initiatives*

*Operational – service delivery*

*For information*



ISLE OF ANGLESEY COUNTY COUNCIL	
<b>Report to:</b>	<b>The Executive</b>
<b>Date:</b>	<b>16 March 2015</b>
<b>Subject:</b>	<b>Annual Equality Report 2013/14</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Kenneth P Hughes</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>Carol Wyn Owen, Policy and Strategy Manager</b> <b>01248 752561</b> <a href="mailto:CarolWynOwen@anglesey.gov.uk">CarolWynOwen@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>Not applicable</b>

<b>A –Recommendation/s and reason/s</b>
<p>The Public Sector Equality Duty (PSED) requires that all public authorities covered under the Equality Act 2010 Statutory Duties (Wales) Regulations 2011 must publish an annual equality report by 31 March in the year following each reporting period. The role of the Annual Equality Report is to support the authority in meeting its general equality duty to:</p> <ul style="list-style-type: none"> <li>• Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010</li> <li>• Advance equality of opportunity between people who share a relevant protected characteristic and those who do not</li> <li>• Foster good relations between people who share a protected characteristic and those who do not</li> </ul> <p>We are required to publish a report covering 2013/14 by 31 March 2015 but an outline of progress up to December 2014 has also been included so as to provide a more up-to-date picture.</p> <p><b>The Executive is requested to approve the Council’s Annual Equality Report 2013/14 for publication by 31 March 2015.</b></p>

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

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

To obtain high-level strategic ownership of our equalities agenda.

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

Yes. The Council's Strategic Equality Plan 2012 – 2016 was approved by full Council on 6 March 2012.

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

Not applicable.

<b>E – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	The draft annual report and its appendices were circulated internally to services and other relevant officers for comment.
2	<b>Finance / Section 151</b> (mandatory)	
3	<b>Legal / Monitoring Officer</b> (mandatory)	
5	<b>Human Resources (HR)</b>	
6	<b>Property</b>	
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	
10	<b>Any external bodies / other/s</b>	

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

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:**

The Isle of Anglesey County Council's Annual Equality Report 2013/14

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

The Council's Strategic Equality Plan 2012 – 2016 and related documents:  
[www.anglesey.gov.uk/equalityplan](http://www.anglesey.gov.uk/equalityplan)

# Isle of Anglesey County Council

## Annual Equality Report 2013/14

DRAFT



## How to contact us

If you have any questions or wish to make comments about this Annual Report, or would like to receive this information in alternative formats, please contact the Policy Unit:

By e-mail: [equality@anglesey.gov.uk](mailto:equality@anglesey.gov.uk)

By phone: 01248 752561 / 01248 752520

By fax: 01248 750839

By post: The Policy Unit (Equality)  
Deputy Chief Executive's Department  
Isle of Anglesey County Council  
Council Offices  
Llangefni  
Anglesey  
LL77 7TW

# Index

<b>How to contact us</b>	2
<b>1.0 Introduction and Background</b>	4
1.1 Annual Equality Report	4
1.2 Council priorities	4
1.3 North Wales Public Sector Equality Network	4
1.4 Strategic Equality Plan	5
<b>2.0 Identifying, collecting and using relevant information</b>	5
2.1 Our Communities	
2.2 Our Staff	
<b>3.0 Assessing Impact</b>	8
<b>4.0 Promoting Equality</b>	8
4.1 Health	8
4.2 Education	9
4.3 Employment and Pay	9
4.4 Personal Safety	9
4.5 Representation and Voice	10
4.6 Access to information, services, buildings and the environment	10
<b>5.0 Our Equality Objectives</b>	11
5.1 What we have done so far	11
5.2 What we intend to do next	11
<b>Appendix 1 – Strategic Equality Plan 2012 – 2016: Equality Objectives Progress Report</b>	

## 1.0 Introduction and Background

### 1.1 Annual Equality Report

This is our third annual equality report since the introduction of the new general duty under the Equality Act 2010 and specific duties under the Statutory Duties (Wales) Regulations 2011. This report covers the period from 1 April 2013 to 31 March 2014. We have also included an outline of progress as at December 2014 so as to provide a more up-to-date picture.

### 1.2 Council Priorities

The Council adopted a new Corporate Plan on 5 December 2013. Our aim is, by 2017, to be a professional and well-run Council, innovative and outward looking in our approach, committed to developing people and partnerships in order to deliver efficient and effective services of good quality that are highly valued by our citizens.

The people of Anglesey were asked their views about which Council services were most important to them. The following three priorities were consistently found to be the most important:

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

Our 2013-2017 Corporate Plan therefore focuses on these three areas. When working on the above, the Council will continue its commitment to equality, in terms of:

- service provision
- its responsibilities as a major employer and
- ensuring that Council policies, procedures and practices do not discriminate in any way.

### 1.3 North Wales Public Sector Equality Network (NWPSSEN)

Equality officers in all six North Wales Local Authorities, Betsi Cadwaladr University Health Board, North Wales Fire and Rescue Service, Welsh Ambulance Service NHS Trust, National Parks Authority and North Wales Police have shared good practice for many years. During 2011/12, NWPSSEN developed a set of shared objectives which every partner has agreed to. These are:

- Reduce **Health** inequalities
- Reduce unequal outcomes in **Education** to maximise individual potential

- Reduce inequalities in **Employment and Pay**
- Reduce inequalities in **Personal Safety**
- Reduce inequalities in **Representation and Voice**
- Reduce inequalities in **Access** to information services, buildings and the environment

Each objective has an accompanying set of action areas with different partners agreeing to contribute to each. Details of how our shared objectives were developed can be found in our partnership documents:

- Shared Equality Objectives – a collaborative working project between North Wales public sector organisations
- Background and Research Document

Network members continue to work together to share good practice and make the most of the resources available.

## **1.4 Strategic Equality Plan**

We explain how the Council has chosen to contribute towards the shared objectives in our Strategic Equality Plan which was published in March 2012. The Plan and the above partnership documents can be found at: [www.anglesey.gov.uk/equalityplan](http://www.anglesey.gov.uk/equalityplan)

## **2.0 Identifying, collecting and using relevant information**

### **2.1 Our Communities**

We believe that we are continuing to take positive steps to identify and collect relevant equality information. This information is included within a wide range of corporate and service strategies, plans and committee reports that are published on our website. Key plans are also available for inspection at our public libraries. We are committed to continuously developing and improving the information we hold about protected groups on Anglesey and will continue to work with our partners and involve people to achieve this, as outlined in the following example:

The Council is working in partnership with Medrwn Môn (a third sector organisation) on engagement and consultation. Medrwn Môn have been able to secure funding for a portfolio of work in the community which is managed and administered locally through the organisation's appointed Community Voice Manager. The portfolio is a partnership of 9 projects, each of which are responsible for engaging with and supporting communities to become actively involved in the design and delivery of the services that affect them the most.



Each of the projects brings with it a strength in engaging with the hardest to reach groups within our communities, building their capacity through training and empowering them to participate and create a voice to be heard within the processes of developing and designing public services.

The portfolio encourages partnership working and information sharing as a means of best practice and will endeavour to promote long-term collaborative working within local public services. This way of working will help to provide more cost-effective solutions to problems across a number of themes - including community safety, housing, health and access to services - by inviting key stakeholders and service providers to engage with communities where they feel most comfortable and confident to do so (community events and activities, community forums, open days etc).

Individuals and communities of interest will be invited to engage and participate through the portfolio projects and supported to raise the issues identified with service providers. This engagement will help to provide public services with valuable information about their provision locally, offering an insight as to how effective these services are, and how they can be delivered or designed that is more productive.

The portfolio projects, whilst all different, will work together to share resources, information, expertise and experience to engage with the most excluded and hardest to reach communities across Anglesey, including those communities of interest who choose not to engage due to the feeling that their opinions or views do not count. A pilot initiative has been completed in the Seiriol ward, the results of which are encouraging and provides the bedrock upon which the Council in partnership with Medrwn Môn can roll out the model to other communities and local areas on Anglesey.

## **2.2 Our Staff**

### **2.2.1 Employment Information**

The Authority continues to collect and analyse data on the required protected equality groups through the electronic HR system. Whilst this system has helped to ensure the information on all new members of staff and staff changing roles is current and up-to-date, it is still a challenging task to collect this information relating to the current workforce whose information will not have been stored electronically previously.

The new, self-service, HR computer system (MyView) is proving to be a useful tool in filling some of the gaps currently present in the information collated. This secure system enables staff to check and update their own records, so the information stored should be up to date. However, not all staff have access to the internet and are therefore not able to log in and utilise this system. For these members of staff, a hard copy is available to download from the intranet or can be obtained through line managers and HR. However we are finding that staff who don't utilise the Authority's computer systems are not taking up this option, so more work needs to be done to drive this forward.

Correspondence is available to all staff that explains the reason why the Authority is collecting this data and has been sent out via the Authority's newsletter which is available to all staff. It also remains available through the Equality and Language section on the intranet. So, whilst the Authority is working positively to ensure the correct reporting features are in place, there is still more to do on gathering the data to ensure the information is as correct as possible.

We are able to provide the following employment information for 2013/14 :

<b>People employed by the Authority as at 31 March 2014</b>							
Male	Female	Total	Age <25	Age 65+	*Disabled	*BME**	*LGB***
856	2511	3367	232	120	21	4	4
<b>People who have applied for jobs with the Authority over the last year</b>							
Male	Female	Total	Age <25	Age 65+	*Disabled	*BME**	*LGB***
338	575	913	63	4	17	10	
<p>*It is not mandatory for employees or applicants to provide this data. Of those who have declared, this is the breakdown.  **BME – Black, Minority Ethnic  ***LGB – Lesbian, Gay, Bisexual</p>							

## 2.2.2 Training

The Authority is committed to the development of employees and elected members to ensure that those employed and working with the Authority are skilled, trained and motivated to meet the challenging and diverse needs of the community. This training and awareness begins from the employee's first day and continues throughout their employment.

All new staff are expected to attend the corporate induction. Within this session, there is a specific section relating to equality and diversity, raising awareness of the Equality and Diversity Policy. By providing staff with the relevant equality information from day one, the Authority promotes and emphasises the importance of equality to its staff.

There is a 1-day Equality and Diversity training course available to all staff who wish to gain more information and increase their knowledge. HR also work closely with departments to develop any training sessions required to ensure their specific equality training needs are met.

The Authority currently does not have an e-learning platform for equality training as it believes in-house training is a more effective method of delivery. However, HR is working closely with the other five North Wales Authorities to move the training agenda forward. The WLGA are also developing equality e-learning modules which could be used by the Authority in future in order to increase the equality training provision available.

The Authority feels it is making positive steps towards promoting and developing Equality & Diversity within the organisation, and will continue to develop and evolve current methods to ensure progress positively continues.

### **3.0 Assessing Impact**

The Authority recognises the statutory requirement for undertaking equality impact assessments and training is available for any staff members who feel they require further guidance when using the Authority's Equality Impact Assessment templates. The aim is for this process to become mainstreamed into day to day work of policy-making, employment practice, service delivery and other functions carried out within the organisation. This appears to be moving positively with more and more areas recognising the need for the equality impact assessments and evidence demonstrating that the guidance and templates available are being utilised.

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

### **4.0 Promoting Equality**

In the following paragraphs we outline some examples of what we did during 2013/14 and more recently to promote equality. For consistency, we are reporting under the themes of our regional equality objectives:

#### **4.1 Health**

##### **4.1.1 Social Care Accolade**

The Council's work to develop community centres for older people won the Citizens Controlling Services award at the Social Care Accolades 2013 held in Cardiff.

Judges praised the partnership project with Agewell Hwyllog Môn which has created community centres offering a range of services and activities for older people to reduce social isolation. Staff worked closely with a group of older people to develop Agewell centres that would meet their needs and help them to maintain their independence for as long as possible. The Agewell programme is an important part of the Council's strategy for older people and is supported by Betsi Cadwaladr University Health Board, Public Health Wales and local older people.

## **4.2 Education**

### **4.2.1 Canolfan Addysg y Bont**

A new special school offering the highest standard of education for children and young people with special needs opened its doors to pupils in May 2014.

Canolfan Addysg y Bont in Llangefni offers modern learning facilities including new classrooms, a multi-purpose hall, sensory rooms and what is thought to be the island's only hydrotherapy pool. With no stairs or lifts, the site's natural gradient forms a key feature for the building. Specially designed sloping corridors create a unique and fully accessible special educational needs school for pupils.

## **4.3 Employment and Pay**

### **4.3.1 Smarter Working**

We noted last year that a Smarter Working Project Board had been established to develop a more modern approach to working and to ensure a more efficient use of office space available. This work is continuing and one of its benefits will be that more types of flexible working such as home working will be made available to staff.

## **4.4 Personal Safety**

### **4.4.1 National Hate Crime Awareness Week**

The Council is working with partners across North Wales to highlight the issues of hate crime and promote reporting to North Wales Police or Victim Support.

Hate crime is bullying, harassment or hate targeted against a person or group of people because of who they are, or who someone thinks they are. In 2013 there were 397 reports across North Wales. In response to this, the Welsh Government has created an All-Wales Hate Crime Awareness Week [11-18 October 2014] to increase understanding and encourage victims to report. During this week on Anglesey, information was posted on the Council's website, Facebook, Twitter accounts, a press release was issued, there was a programme on MônFM community radio (Thursday, 16 October) as well as a free poster campaign on local buses.

Victims are encouraged to report by phoning North Wales Police on 101 (999 in an emergency) or alternatively Victim Support has been commissioned by the Welsh Government as the official National Hate Crime Report and Support Centre for Wales. The contact details are:

Telephone: 0300 30 31 982 (free 24/7) [www.reporthate.victimsupport.org.uk](http://www.reporthate.victimsupport.org.uk)

Locally based Victim Care Units will make contact with victims within 48 hours of receiving a report.

## **4.5 Representation and Voice**

### **4.5.1 Diversifying Democracy in Local Government**

In July 2013, Lesley Griffiths, the then Minister for Local Government and Government Business, announced the establishment of an Expert Group on Diversity in Local Government. The Expert Group's report '*On Balance: Diversifying Democracy in Local Government in Wales*' was published on 5 March 2014. 24 recommendations are made in the report, 15 of which are related to widening participation in local government, including:

"Recommendation 17: 'Member Champions' in each council should be encouraged to play an external role in encouraging greater participation in local government."

A network of diversity champions across Wales is to be established and each local authority has been asked to appoint a member diversity champion from an under-represented group. Cllr Carwyn Jones has been appointed as Diversity Champion for Anglesey.

## **4.6 Access to information, services, buildings and the environment**

### **4.6.1 Webcasting of Council meetings**

Members of the public no longer have to visit the Council Chamber in Llangefni to attend meetings of the Executive, the Planning and Orders Committee or the full Council, as they can watch meetings in the comfort of their own home. The scheme, which started in June 2014, is a two-year pilot which will broadcast meetings online in a bid to promote local democracy and public engagement. All the audience needs is a device with an internet connection to view meetings live at:

[www.anglesey.public-i.tv/core/portal/home](http://www.anglesey.public-i.tv/core/portal/home)

The webcasting scheme will also allow people to replay meetings that have taken place, at a more convenient time or location. The aim of this project is to promote transparent decision-making and accountability; improve citizen engagement, particularly with the younger generation and improve understanding of the democratic process.

## **5.0 Our Equality Objectives**

### **5.1 What we have done so far**

Our equality objectives, and details of how we chose them, were published as part of our Strategic Equality Plan. **Appendix 1** gives an outline of the progress made as at December 2014 towards achieving these objectives.

We believe that we are taking positive steps towards fulfilling our equality objectives. This is demonstrated in Appendix 1 and in the examples noted in section 4 of this report – promoting equality.

### **5.2 What we intend to do next**

We will continue to work towards achieving our equality objectives as outlined in this report and are committed, within the capabilities and influence of the County Council, to :

- eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010
- advance equality of opportunity between persons who share a relevant protected characteristic and those who do not
- foster good relations between people who share a relevant protected characteristic and people who do not

**March 2015**

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective One: Reduce Health inequalities</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
<b>Action Area: The number of people, in under-represented groups, choosing healthy lifestyles increases</b>			
Continue to provide activities for targeted groups and look at, in some instances, increasing participation rates	Leisure Services  Ongoing work programme	Age Disability Gender	<p><b>Disability Sport Wales</b> Work has been carried out with targeted clubs to maintain current participation and, where relevant, look to increase the opportunities available. The main area of work is within “insport” Club. This involves working with mainstream clubs to assist them in becoming more inclusive. A number of clubs on Anglesey have completed the minimum ribbon standard and a number of additional clubs are committed to the journey. This process will see huge gains in the number of sustainable opportunities for disabled people on Anglesey. Events have also been held to highlight the local opportunities that are now available for disabled participants through mainstream clubs.</p> <p>Work is also underway to develop an inclusive bike track at the Conway Centre, Llanfairpwll, to ensure there is a safe, accessible facility for people using adaptable bikes.</p>
Implement relevant actions within the ‘Creating an Active Gwynedd and Anglesey’ action plan	Leisure Services  2011-2014	To be identified as part of the action plan	<p><b>5x60</b> 2013/14 proved to be another successful year for the 5x60 programme on Anglesey. The authority was once again the top local authority in Wales for the number of children taking part once or more in 5x60 activities. Anglesey was also first for children participating 5 times, 20 times and 30 times or more, which shows that the youngsters are enjoying quality physical activity sessions and coming back for more.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective One: Reduce Health inequalities</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
			<p>A key priority for the team is to get more young girls active. The number of girls attending at least one session was reported to be 86% - an increase of 12% since 2012/13.</p> <p>Another priority is developing the volunteer base so that youngsters can assist or deliver sessions in schools, thereby allowing staff to be able to take a step back and concentrate on developing and promoting the scheme. These young people are becoming leaders in their own right, with 380 sport qualifications achieved last year.</p>
<b>Action Area: The care of older people is improved to ensure they are treated with dignity and respect</b>			
Continue to work towards implementing the Council's Commissioning Strategy for Older Peoples' Services	Social Services - Adults Services  2011-2014	Age	We have made much progress over the last 12 months with the development of a number of work-streams prioritised by the Older Adults Transformation Board, which was established in March 2013 to lead on the Transformation Programme for Older People's services. We commissioned a comprehensive needs assessment through Housing support Partnership to inform the development of a Service Intentions document which was released for consultation during the first quarter of 2014. The needs assessment has also evaluated the need for different models of accommodation and support to meet needs within a growing older population over the next 20 years.



**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective One: Reduce Health inequalities</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
<b>Action Area: The needs of people with poor mental health and learning disabilities are better understood</b>			
Continue to work towards implementing the Council's Learning Disabilities Commissioning Strategy	Social Services 2012-2015	Disability	<p><b>Learning Disabilities</b> - We had planned to commence a substantive review of learning disabilities services during 2013/14. However, a decision was taken to prioritise the transformation programme for Older People during 2013/14 and we are now planning to commence our review of Learning disability services during 2014/15.</p> <p><b>Mental Health Services</b> - We have commenced discussions with the Health Board to formalise our longstanding local joint arrangements for community mental health services. We have in place a jointly agreed Improvement Plan for the delivery of community Mental Health services which we review on a quarterly basis through local service management arrangements. We also play an active part in the North Wales Mental Health Collaborative which includes the 6 Local Authorities and Health Board.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Two: Reduce unequal outcomes in Education to maximise individual potential</b>			
<b>What we said we would do</b>	<b>By when / By whom</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
<b>Action Area: The educational attainment gap between different groups reduces</b>			
Maintain the performance of pupils with sensory and physical disabilities at the end of all Key Stages so that no significant gap in educational attainment is seen	Education  Continuous	Disability	Pupils continued to be provided with adequate support so that no significant gap in education attainment was seen between disabled pupils compared with their peers at the end of all Key Stages. It should be noted that the number of pupils within this category is low.
No significant gap in educational attainment at 16+ of pupils with English as an additional language (EAL) who have been in the authority's schools for more than three years	Education  Continuous	Race	There was no significant gap in educational attainment at 16+ between pupils with English as an additional language (EAL) and the results for their peers in 2013. It should be noted that the number of pupils within this category is low.
Halve the educational attainment gap between boys and girls at the end of Key Stage 3, where it is more than 10%	Education  Continuous	Gender	Anglesey's core subject indicator for KS3 (2014) showed a difference of -10.2 between boys and girls which is disappointing after reductions over the last few years to -3.98 in 2013. This compared with -4.73 in 2011-12; -5.28 in 2010-11 and -12.34 in 2009-10.  Analysis of the figures show that girls' performance has increased significantly since 2013; to 89.9% from 83.6% which is higher than girls' performance across Wales, which is 85.5% (2014). On the other hand, boys' performance has increased very slightly, from 79.6% to 79.7% which is higher than boys'

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Two: Reduce unequal outcomes in Education to maximise individual potential</b>			
<b>What we said we would do</b>	<b>By when / By whom</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
			performance across Wales, which is 76.5% (2014). There is a difference of -8.7% nationally between boys and girls.
<b>Action Area: Identity based bullying in schools reduces</b>			
Provide training to schools in response to the new Welsh Government anti-bullying guidance 'Respecting Others' (October 2011).	Education  April 2012	Disability Gender Race Religion and Belief Sexual Orientation Gender Reassignment	<p>Schools produce annual reports on safeguarding children that include information about instances of bullying. Following the preparation of a summary report (2013) the Authority's Inclusion Group has worked on:</p> <ul style="list-style-type: none"> <li>i) a detailed definition of bullying for the purpose of official school records.</li> <li>ii) a Transgender policy.</li> </ul> <p>The aim is to share these with schools during 15/16.</p> <p>The Authority continues to work with schools on the "Behaviour Manager" programme within SIMS which is a method for recording instances in more detail. More work needs to be done to develop software so that the information is used to plan school strategy. The next stage will then be to pilot the programme in primary schools.</p> <p>The Authority has also shared policy templates with schools with a recommendation that they be discussed with School Councils before they are adopted. The template is available on the Authority's website for school heads.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Two: Reduce unequal outcomes in Education to maximise individual potential</b>			
<b>What we said we would do</b>	<b>By when / By whom</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
<b>Action Area: Training in equality and diversity awareness provided for schools</b>			
Provide training to schools to raise awareness of responsibilities placed upon them by the Equality Act 2010.	<p>Education</p> <p>Raise awareness – March 2012 <b>COMPLETED.</b></p> <p>Training – April 2012 <b>COMPLETED.</b></p>	All groups	<p>Guidance was given to schools via the Authority's school heads' website in September 2014. All documents required by schools were circulated with the guidance. The priorities for between 2014 and 2017 are:</p> <p>(1) Build upon the work done over the last three years by developing anti-bullying activities and activities aimed at reducing hate crime, using the Estyn report '<b>Action on Bullying</b>', (2014) and other resources as a basis for school plans.</p> <p>(2) Implement and develop the cashless system for school meals in the secondary sector to reduce the stigma for deprived pupils. Primary schools to look at their current procedures to ensure that there is no stigma for these pupils.</p> <p>(3) Implement plans to reduce the difference in the performance of pupils receiving free school meals and pupils who do not.</p> <p>The schools' Access Plans also form part of the Strategic Equality Plan and schools should consider if it is timely to review these plans to ensure that they are up-to-date.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Three: Reduce inequalities in Employment</b>			
<b>What we said we would do</b>	<b>By when / By whom</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: Inequalities within recruitment, retention, training and promotion processes are identified and addressed			
Raise awareness amongst staff of the right to apply for flexible working	Human Resources  Continuous	Pregnancy and Maternity Age Disability Gender	The Council's Flexible Working Policy remains available for staff to read on the intranet and HR Officers and line managers are available to offer further advice and guidance to staff.
Look to develop further strategies to assist staff to work flexibly	Human Resources  Ongoing programme of work	Pregnancy and Maternity Age Disability Gender	<p>The Authority has introduced a new flexible working scheme that has removed core hours and increased the bandwidth of the working day to allow employees more flexibility in their working hours. This has proven to be very successful to date. We have also established an Additional Annual Leave Purchase Scheme to support staff members' work-life balance. However uptake on this remains to be limited at present.</p> <p>The Smarter Working Project Board is continuing to develop a more modern approach to working and to ensure a more efficient use of the space available. One of the benefits will be that more types of flexible working such as home working will be made available to staff.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Three: Reduce inequalities in Employment</b>			
<b>What we said we would do</b>	<b>By when / By whom</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: Any pay gaps between different protected characteristics are identified and addressed			
Develop a system whereby the Authority is able to establish any gender pay gaps	Human Resources This will be developed following completion of job evaluation and single status.	Gender	This will be addressed following the completion of job evaluation and single status. This project is currently on target for completion. The timescale for full implementation is Spring 2015.
Encompass all the protected characteristics	Human Resources  This will be developed following completion of job evaluation and single status.	All groups	As above.
Analyse the workforce data year-on-year and produce an annual report of the information analysed.	Human Resources  31 March 2013 and by 31 March annually thereafter.	All groups	A new, self-service, HR computer system is in operation. This secure system enables staff to check and update their own records. Staff without access to this system are able to download hard copies from the intranet or to obtain copies from line managers/HR.  Further details can be found under section 2.2 of the annual equality report.

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Four: Reduce inequalities in Personal Safety</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: The reporting of hate crime and harassment increases and steps are taken to reduce incidents of hate crime and harassment			
Develop accessible mechanisms to enable tenants to report acts of discrimination or inappropriate comments and behaviour at participation events	Housing  31 March 2013	All groups	All participation activities are now planned, recorded and evaluated. Participants are given an opportunity to provide feedback at each participation event.
Action Area: The reporting of domestic abuse increases and steps are taken to reduce incidents of domestic abuse			
Continue to work towards raising awareness and eradication of domestic abuse through the work of the Ynys Môn Domestic Abuse Forum	Housing (Community Safety)  As per the Domestic Abuse Forum Action Plan	Gender	The Ynys Môn Domestic Abuse Forum is currently under review. The Gwynedd and Anglesey Community Safety Partnership have been considering looking at developing a joint county domestic abuse forum. However, action is currently suspended on this issue due to the impending Welsh Government Gender-Based Violence, Domestic Abuse and Sexual Violence Bill, as it is anticipated that some guidance may be given by Welsh Government on the roles of domestic abuse forums across Wales and what they are expected to look like.

Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report

<b>Objective Four: Reduce inequalities in Personal Safety</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
			The Gwynedd and Anglesey Community Safety Partnership continues to raise awareness of domestic abuse by arranging multi-agency activities to support White Ribbon Day (25 November). In 2014, Partnership members across Gwynedd and Anglesey took part in coffee mornings and held an awareness raising information stand at Ysbyty Gwynedd to liaise, engage, distribute information and raise awareness of domestic abuse to members of the public.

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**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Five: Reduce inequalities in Representation and Voice</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: Decision-making bodies become more representative of the communities they serve			
Implement, review and further develop the Democratic Renewal Strategy	Policy Phase One – 3 May 2013 (County Council election)	All groups	Work is being undertaken on a national level in response to the report of the Expert Group on Diversity in Local Government “ <i>On Balance: Diversifying Democracy in Local Government in Wales</i> ” (see also section 4.5.1 of the main report).  An action plan has been developed by Welsh Government and we will be acting in accordance with these requirements.
Action Area: Consultation and Engagement is improved through strengthening links between the public sector and local and national groups representing people from all protected groups			
Work with regional partners to assess the feasibility of regional engagement and consultation structures	Policy 31 March 2013	All groups	The North Wales Public Sector Equality Network (NWPSSEN) has identified some joint actions to help us achieve the above regional objective. NWPSSEN members continue to work together to engage with stakeholders and will hold joint events as and when resources allow.

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Five: Reduce inequalities in Representation and Voice</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Work with partners to identify and engage with hard to reach groups in the local population and work towards filling the gaps identified in local data	Policy  31 March 2013	Race; Gypsies and Travellers; Religion and Belief; Gender Reassignment; Sexual Orientation.	The Council is working in partnership with Medrwn Môn (a third sector organisation) on engagement and consultation. Further details can be found in section 2.1 of the annual equality report.
Work with local partners to ensure that we make the best use of resources within existing forums to progress equality issues	Policy  31 March 2013	All groups	

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Six: Improve Access to information, services, buildings and the environment</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: Access to information and communications and the customer experience improve			
Raise awareness of the Council's Corporate Identity Manual and produce good practice guidelines for staff in terms of producing documents in alternative formats	Policy 31 March 2013	Disability	The work of producing good practice guidelines for staff is currently in progress.
Produce good practice guidelines for staff in terms of interpretation services for speakers of languages other than Welsh and English	Policy 31 March 2013	Race	
Implement the Modern.Gov democratic system	ICT All relevant officers to receive training on the new system by 31 March 2013	Disability	In addition to the work completed in 2013 all members are now updating the register of gifts and hospitality through Modern.gov and members and staff can use the secure democracy extranet to access agendas, minutes, reports, decisions and private papers from outside the council network.

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Six: Improve Access to information, services, buildings and the environment</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Develop a diversity profile of Council tenants to gain a better understanding of individual needs	Housing  31 March 2013	All groups	The profile exercise for existing tenants has now been completed and the profiling of new tenants is routinely carried out at commencement of tenancy. The data will now be used to target vulnerable tenants, with particular focus being paid to tenants who are likely to be affected by the changes brought about by welfare reform and the introduction of Universal Credit.
<b>Action Area: Physical access to the services, transport, the built environment and open spaces improve</b>			
Continue to improve bus stops on the island to make them accessible	Highways  Ongoing - Progress on improving bus stops will depend on the availability of annual funding	Disability	By the end of 2013/14, easy access boarding kerbs were in place at 184 bus stops on the island (32%). Although no specific budget has been earmarked for 2014/15 it is intended to carry out further improvements as part of other planned schemes.

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Seven: Improve the Council's procedures to ensure fairness for all</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: A staff training programme is in place to ensure the right staff have the rights skills to deliver equality improvement			
Raise awareness of equality e-learning modules amongst Council staff	Human Resources  Continuous	All groups	<p>The Authority currently has no e-learning platform for equality training. Following regular promotion, it was felt that not enough employees were utilising the resources previously available.</p> <p>However, HR is working closely with the other five North Wales Authorities to develop the resources available and move the training agenda forward. A specific E-learning network is in its early stages with representatives from the North Wales Authorities meeting regularly to co-ordinate what resources can be jointly used to the benefit of all North Wales Local Government employees. The WLGA are also developing equality e-learning modules which could be used by the Authority in future.</p>
Continue to promote equality and diversity training for all staff, where services have identified specific training needs, such as offering training specifically for front-line staff	Human Resources  Continuous	All groups	<p>In terms of training, Human Resources raise awareness of equality and diversity within the corporate induction and regularly advertise equality training sessions that are open to all staff.</p> <p>HR work closely with departments to develop any specific training sessions required to ensure their equality training needs are met.</p>

**Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report**

<b>Objective Seven: Improve the Council's procedures to ensure fairness for all</b>			
<b>What we said we would do</b>	<b>By whom / By when</b>	<b>Relevant Group</b>	<b>What we have done so far (as at December 2014)</b>
Action Area: An effective corporate process is established to ensure the ongoing assessment of impact across services			
Continue to develop and improve our corporate process and secure a consistent approach across the authority in terms of completing effective impact assessments.	Policy  Continuous	All groups	We are continuing to work towards securing a consistent approach across the authority in terms of completing effective equality impact assessments. Further details can be found in section 3.0 of the annual equality report.  Regular Equality Impact Assessment training sessions are arranged by the HR team in order to establish a consistent approach with regards to policy writing.
Action Area: Procedures and practices in place that will enable procured services to meet the authority's commitments and expectations on equality			
Assess procurement policies and strategy to consider whether they adequately meet the aims of the duty and make any amendments deemed necessary.	Finance  31 March 2013.	All groups	Procurement in Anglesey is continuing the process of transformation. This is primarily being achieved through the 'Procurement Improvement Project', which has seen three new members of staff join the procurement team. The increase in staff will ensure that Procurement will be a more effective and supportive function and ensure that robust procedures and practices are in place.  The procurement manager will be leading on the Procurement Improvement Project in an effort to achieve £200,000 in efficiency savings and to ensure that Anglesey's procurement practices are fully compliant with relevant EU regulations and UK legislation. The procurement team is working on its procurement strategy which will be communicated to all the relevant stakeholders, and areas of non-compliance and where efficiency savings

Strategic Equality Plan 2012 – 2016: Equality Objectives  
Progress Report

Objective Seven: Improve the Council's procedures to ensure fairness for all			
What we said we would do	By whom / By when	Relevant Group	What we have done so far (as at December 2014)
			<p>can be made are being identified and addressed. Procurement has also started modernising its processes, with an increase in electronic tendering and utilising tendering/procurement websites such as sell2wales.gov.uk and bravosolutions to follow best practice guidelines on transparency and reduce paper and cost.</p> <p>Part of the project is to better engage with local suppliers, to ensure that they are more aware of tendering opportunities with Anglesey. This will also help achieve savings whilst contributing to economic development on the island. This aspect of the project will become more prominent in 2015. Supplier engagement events will be held to ensure that local suppliers are aware of opportunities and of the tendering processes.</p> <p>We continue to work with other authorities across North Wales, and utilise all-Wales frameworks tendered by the National Procurement Service (NPS) to help achieve efficiency savings. All contracts valued over £2m will be using the 'Value Wales Community Benefits Tool' that measures the suppliers' commitment to benefiting the community and the local economy – measuring aspects such as employment opportunities for local people not in education employment or training (NEETs) and apprenticeships for young people.</p>

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>REPORT TO:</b>	<b>THE EXECUTIVE</b>
<b>DATE:</b>	<b>16 MARCH 2015</b>
<b>SUBJECT:</b>	<b>DISCRETIONARY BUSINESS RATES RELIEF POLICY - CHARITIES AND NON-PROFIT MAKING ORGANISATIONS</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>COUNCILLOR HYWEL EIFION JONES (PORTFOLIO HOLDER - FINANCE)</b>
<b>HEAD OF SERVICE:</b>	<b>RICHARD MICKLEWRIGHT (ACTING HEAD OF FUNCTION (RESOURCES) AND SECTION 151 OFFICER</b>
<b>REPORT AUTHOR:</b>	<b>GERAINT H. JONES (REVENUES AND BENEFITS SERVICE MANAGER)</b>
TEL:	01248 752651
E-MAIL:	GHJFI@ANGLESEY.GOV.UK
<b>LOCAL MEMBERS:</b>	<b>NOT APPLICABLE</b>

<b>A - Recommendation/s and reason/s</b>
<p><b>RECOMMENDATIONS</b></p> <ul style="list-style-type: none"> <li>That the Executive adopts the current Discretionary Business Rates Relief Policy-Charities and Non-Profit Making Organisations as detailed in <b>Appendix A</b> for the financial year 2015/16 only and instructs the Acting Head of Function (Resources) and Section 151 Officer to ensure that administrative procedures before 31 March 2015 advise relevant charities and non-profit making organisations that the policy will apply for 2015/16 only and will cease on 31 March 2016.</li> <li>The Executive authorises the Portfolio Holder (Finance) and the Acting Head of Function (Resources) and Section 151 Officer to review the current policy during 2015/16 and, if applicable, undertake a public consultation process. If, as a consequence of the review and any consultation undertaken, changes are recommended to the policy, it is the Executive's view that adequate lead time is given for Charities and non-profit making organisations to take into account the effect of any such changes on their organisations.</li> </ul> <p><b>REASONS AND BACKGROUND</b></p> <p>Non-domestic properties (apart from certain exemptions, such as agriculture, places of worship, property used by the disabled etc.) are liable to payment of non-domestic rates. These are commonly termed business rates although not all ratepayers are businesses in the ordinary sense. Indeed, the system of reliefs is partly designed to alleviate the burden of taxation on occupiers other than business.</p> <p>Local Authorities in Wales <b>must</b> grant mandatory rate relief provided for within the Local Government Finance Act 1998 (LGFA88), as amended by the Local Government Act 2003.</p> <p>Under the LGFA88 local authorities <b>can</b> also grant discretionary relief or remission from rates up to 100% of the rates payable. This applies to the properties occupied by:-</p> <ul style="list-style-type: none"> <li>Charities ("20% top-up" in addition to 80% mandatory relief);</li> <li>Other non-profit making organisations.</li> </ul>

The cost of granting discretionary relief against business rates is borne in part by the Welsh Government (from the National Pool with regard to Business Rates) and also by local taxpayers.

With regard to non-profit making organisations, the Government bears 90% of the cost, with the remaining 10% being borne by Anglesey taxpayers. This means that for every £10 granted in relief it only costs £1 for local taxpayers.

Other organisations, e.g. registered charities, have a statutory right to receive 80% in mandatory relief, the cost of which is borne entirely by the Welsh Government. If we grant additional discretionary relief (20%), only 25% of the additional discretionary relief is borne by the Government with local taxpayers bearing the cost of the remaining 75%. Consequently, every £10 in additional relief awarded will cost £7.50 to local taxpayers.

In March 2014, the Executive extended its Discretionary Business Rates Relief Policy – Charities and Non-Profit Making Organisations for one year only with the aim of undertaking a consultation on the Policy during 2014 -2015 so that a new Policy would then apply from April 2015.

During 2014/15, funding for a series of new business rates relief policies (both mandatory and discretionary) were made available by the Welsh Government with the aim of revitalising the high street and stimulate commercial development – some of which were not expected, for example - Open for Business Relief Scheme (Discretionary), New Business Development Relief Scheme (Discretionary), Wales Retail Relief Scheme (Discretionary) and Enhanced Local Needs Relief Scheme (Discretionary). In the main, these will come to an end in March 2015 or September 2015 or are being extended year on year by the Welsh Government, based on financial announcements by the Chancellor of the Exchequer in the Autumn statement each year, for example, the mandatory Enhanced Small Business Rate Relief Scheme.

The Executive or the Portfolio Holder (Finance) (under delegated authority) agreed and adopted all the new discretionary policies. Uptake on discretionary relief policies by businesses on the Island have shown a varying degree of success, with not all of the grant money available expected to be spent in full. These additional policies, however, have led to a more complicated business rates relief system and has meant additional administrative work on the Business Rates Section along with upgrades to software systems to award these reliefs. The Section is also having to undertake a “better buy” option on behalf of businesses and advise which discretionary relief is most advantageous to that business having regard to the complex nature of reliefs available.

These reliefs, however, **do not apply** to charities and non-profit making organisations. The aim to consult on the Discretionary Business Rates Relief Policy for Charities and Non-Profit Making Organisations during 2014/ 2015 has, unfortunately, not been met as a result of additional work introducing these new discretionary policies.

The current position, therefore, is as follows –

Charities and non-profit making organisations in March 2015 were informed that the Council’s discretionary policy would end if a decision is not taken to extend the policy. To extend the current discretionary policy, new application forms will have to be sent and completed by businesses. Those who also receive mandatory relief as part of their overall relief, will still get this automatically. It is, therefore, proposed that the Discretionary Business Rates Relief Policy – Charities and Non-profit Making Organisations is extended for a further year.

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

The current relief policy has been a success, in that virtually no applications have been made that are not covered by the policy. This has led to a reduction in applications being considered individually.

Not to extend the current Discretionary Business Rates Relief Policy for Charities and Non-Profit Making Organisations, would mean that each application would have to be dealt with individually by the Acting Head of Function (Resources) and Section 151 Officer, taking account of guidance from Welsh Government and Executive guidance/policies. (See Council's Constitution - Scheme of Delegation to Specific Officers (Head of Function (Resources)/Section 151 Officer - Section and specific duty detailed under 3.5.3.5.19).

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

The policy has achieved the Executive's aim of consistency of interpretation and ease of administration. The introduction of categories E (1) through to F (2) has allowed officers to award relief without repeated recourse to the Executive or Section 151 Officer for decision. Indeed, the flexibility contained within categories E (1) to F (2) had meant that Category G had not been used. It would seem correct to conclude, therefore, that generally, the policy guidelines adopted in 2008 and renewed annually from 2013 thereafter has been a success. The Executive is asked to adopt the policy for a further year pending a review during 2015/16.

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

This policy contributes to the corporate aims of the Authority - mainly regenerating our community and developing the economy and transforming our leisure services.

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

£50,000 has been approved within the budget for 2015/16. This budget has not changed for a number of years and is there to meet the specific cost to the Authority and its Council Tax payers of granting over £700k of both mandatory (£537k) and discretionary (£176k) business rate relief for charities and non-profit making organisations. Most of the cost of this relief is borne by the Welsh Government's Business Rates Pool.

Over the last 3 years, for Charities and non-profit making organisations on the Island, the cost to the Welsh Government and the Council is as follows:-

Year	Description	£*	Pool Cost %	Pool Cost £	YMCC Cost %	YMCC Cost £
2012/13	Mandatory	613,961	100	613,961	0	0
	Discretionary "Top-up"	79,493	25	19,873	75	59,620
	Discretionary Non-Profit	82,700	90	74,430	10	8,270
	<b>TOTAL</b>	<b>776,154</b>	-	<b>708,264</b>	-	<b>67,890</b>
2013/14	Mandatory	582,988	100	582,988	0	0
	Discretionary "Top-up"	58,096	25	14,524	75	43,572
	Discretionary Non-Profit	117,349	90	105,614	10	11,175
	<b>TOTAL</b>	<b>758,433</b>	-	<b>703,126</b>	-	<b>54,747</b>
2014/15	Mandatory	537,966	100	537,966	0	0
	Discretionary "Top-up"	56,246	25	14,062	75	42,184
	Discretionary Non-Profit	119,653	90	107,688	10	11,965
	<b>TOTAL</b>	<b>713,865</b>	-	<b>659,716</b>	-	<b>54,149</b>

\*These costs include adjustments for previous years. For Appendix A costs shown refer to 2014/15 only.

<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)	Author of report
3	<b>Legal / Monitoring Officer</b> (mandatory)	No comment given
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>	Head of Economic Development welcomes and supports the report
<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 – Discretionary Business Rates Relief Policy for Charities and Non-Profit Making Organisations.		
<b>FF - Background papers (please contact the author of the Report for any further information):</b>		
Isle of Anglesey Executive decision 17 March 2014		

## APPENDIX A

Category	Description	Mandatory	Discretionary	Total	Cost to Council	No
A (1)	Village Halls, Community Centres, Memorial Institutes, Old People Clubs, Scout and Guide Associations, Sea Cadets, Hospices, Playgroups	80% £95,341	20% £23,483	100% £118,824	£17,612	63
A (2)	Maritime safety	80% £30,536	20% £7,034	100% £37,570	£5,276	6
B (1)	Recreation Clubs, Theatres, Band Rooms and Museums – (registered charity)	80% £18,286	20% £4,571	100% £22,857	£3,428	8
B (2)	Recreation Clubs, Theatres, Band Rooms and Museums – (not a registered charity)	0% £0	100% £84,885	100% £84,885	£8,489	28
C (1)	Educational organisations statutory or open to all	80% £4,571	20% £1,143	100% £5,714	£857	1
C (2)	Educational organisations	80% £252,737	0% £0	80% £252,737	£0	11
CH	Charity Shops	80% £50,753	0% £0	80% £50,753	£0	19
D	Regeneration, Employment, Rehabilitation Organisations	80% £4,571	20% £1,143	100% £5,714	£857	1
DD	Race equality and ethnic minority	80% £0	20% £0	100% £0	£0	0
E (1)	Registered charity or a charitable purpose whose objectives have substantial common ground with Council objectives and which mainly serve Island residents	80% £65,550	20% £16,208	100% £81,758	£12,156	29
E (2)	Not a registered charity but whose objectives have substantial common ground with Council objectives and which mainly serve Island residents	0% £0	100% £18,837	100% £18,837	£1,884	7
F (1)	Registered charity or a charitable purpose whose objectives are supported by the Council but, either there is not substantial common ground with Council objectives, or they do not mainly serve Island residents	80% £0	0% £0	100% £0	£0	0
F (2)	Not a registered charity and whose objectives are supported by the Council but, either there is not substantial common ground with Council objectives, or they do not mainly serve Island	0% £0	80% £908	100% £908	£91	1
FF	Agricultural show grounds	80% £15,136	20% £3,784	100% £18,920	£2,838	1
G	Not any of the above categories	Various £0	Various £0	Various £0	£0	0
<b>Totals – 2014/15</b>		<b>£537,481</b>	<b>£161,996</b>	<b>£699,477</b>	<b>£53,488</b>	<b>174</b>
<b>Cost per Band D – 2014/15</b>					<b>£1.78</b>	

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive and Council</b>
<b>Date:</b>	<b>Executive 16<sup>th</sup> March 2015 Council 14<sup>th</sup> May 2015</b>
<b>Subject:</b>	<b>New Contract Procedure Rules</b>
<b>Portfolio Holder(s):</b>	<b>Alwyn Rowlands</b>
<b>Head of Service:</b>	<b>Lynn Ball – Head of Function (Council Business) / Monitoring Officer</b>
<b>Report Author:</b> Tel: E-mail:	<b>Awena 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><u>RECOMMENDATION/S</u></b></p> <p>The Executive recommends to full Council that Council approve the new Contract Procedure Rules (as contained in Appendix 1 to this Report) and delegate authority to the Monitoring Officer to incorporate the new Contract Procedure Rules (“CPRs”) into the Constitution.</p> <p><b><u>REASONS</u></b></p> <p>The Council’s CPRs set out the framework under which all procurement activity is undertaken. In the event that statutory or other legal requirements even exceed the authority contained in the CPRs, then those requirements will take precedence over the CPRs.</p> <p>The current CPRs require updating because:-</p> <ul style="list-style-type: none"> <li>(i) The current version is administratively burdensome and creates unnecessary “red tape”, making it inefficient;</li> <li>(ii) It is no longer in line with best practice and may cause complications in multi-authority contracts, and also for contractors who deal with multiple authorities;</li> <li>(iii) The North Wales Procurement Group made up of contract specialists in the region, have met on many occasions over the last few years to discuss the need for change in the CPRs used by most authorities. Appendix 1 has been designed to pick up on the key points from those discussions;</li> <li>(iv) The current contract values have been increased to authorise Officers to procure</li> </ul>

smaller contracts more quickly and without having to jump through as many hoops. There will, however, be a requirement for Officers to keep a proportionate audit trail of the process followed and the reasons for their decision. These will be subject to internal audit and review;

- (v) To take into account the legislative requirements for e-tendering;
- (vi) To update the “exceptions” rules so that prior authorisation comes from Officers and not from the Executive. This is to speed up the process and bring the rules in line with the approach elsewhere.

In summary, the following have been taken into account in creating the new CPRs:-

1. Current best practice;
2. Emerging law on procurement;
3. Recommendations from the Council’s procuring officers.

A summary is attached in Appendix 2 which sets out the main changes proposed.

**FINANCIAL IMPLICATIONS**

There are no financial implications in updating the CPRs. However, the financial thresholds under the CPRs will change.

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

Maintaining the status quo would not be an option as changes are required for reasons of legal compliance. However, the changes to thresholds and authorisation for exceptions are not legal requirements; they are proposed to make the Council more business like and efficient and to support procuring officers to speed up implementation.

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

New CPRs involve 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?**

Any changes to the CPRs will require full Council approval

**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)	Supportive of changes
2	<b>Finance / Section 151</b> (mandatory)	I have no comment on this report
3	<b>Legal / Monitoring Officer</b> (mandatory)	Joint author of report so comments included
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>	Rigour in letting of minor contracts mitigated by:- <ul style="list-style-type: none"> <li>- Specialist designation</li> <li>- Training</li> <li>- Audit trail</li> <li>- Use of framework contracts</li> <li>- Testing by Internal Audit</li> </ul> Review after 12 months with further recommendations and/or further review

<b>F - Appendices:</b>
1. Copy of the proposed new Contract Procedure Rules 2. Summary of key amendments / changes between the new CPR's and the current CPR's

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

N/A

# ATODIAD / APPENDIX 1

## **Constitution: 4.9 Contract Procedure Rules**

### **4.9.1 General**

4.9.1.1 These Rules are the Contract Procedure Rules of the Isle of Anglesey County Council ("The Council") written in accordance with the Public Contracts Regulations 2006 (2015) for procurement by contracting authorities

4.9.1.2 These Rules may only be amended by full Council, having considered any advice offered by the Head of Function (Resources)/S151 Officer and/or Head of Function (Council Business) / Monitoring Officer in respect of any proposed amendment

4.9.1.3 These Rules are to be read in conjunction with the Council's Financial Procedure Rules (4.8) and any procurement guidance or procedures issued by the Council, and any good practice guidance applicable to the type of relevant procurement

4.9.1.4 These Rules are to apply to all "relevant contracts" entered into by, or on behalf of, the Council, for the provision of works, supplies, goods, materials or services. These include arrangements for:-

4.9.1.4.1 the supply or disposal of goods or materials

4.9.1.4.2 the hire, rental or lease of goods or equipment

4.9.1.4.3 the execution of works

4.9.1.4.4 the delivery of services including (but not limited to) those related to

(a) the recruitment of staff

(b) land and property transactions

(c) financial and consultancy services

(d) the supply of staff supplied by employment agents, consortiums or other companies

(e) schools maintained by the Council, and their employees, except where amended by the Fair Funding Scheme applicable to schools

4.9.1.5 Relevant contracts do not include:-

4.9.1.5.1 contracts of employment which make an individual a direct employee of the Council

4.9.1.5.2 agreements regarding the acquisition, disposal, transfer of land (to which the Financial Procedure Rules apply)

4.9.1.5.3 the payment of grants to third parties (although consideration may need to be given to the State Aid Rules).

4.9.1.6 'Responsible Officer' (RO) within these Rules includes a Director or Head of Service or other such person who has been given authority under the Council's Delegation Scheme

4.9.1.7 'Approved Procuring Officer (APO)' within these Rules means an officer who is authorised to procure services/works on behalf of the Council. All such officers have a continuing obligation to demonstrate to their relevant Head of Service that they have received sufficient training to enable them to understand the procurement rules, including, where applicable, the Public Contracts Regulations 2006 (2015). Additionally, all RO's shall be jointly responsible with their APO's for ensuring that appropriate training is received, refreshed and updated in accordance with the obligation imposed under this paragraph.

4.9.1.8 These Rules set out the mandatory requirements. Failure to comply with these Rules, the Council's Constitution or UK and EU legal requirements may be brought to the attention of the Monitoring Officer, Internal Audit Manager or other relevant officer as appropriate and may result in disciplinary action being taken

4.9.1.9 In addition, employees should have regard to :-

4.9.1.9.1 any procurement guidance or procedures issued by the Council

4.9.1.9.2 any good practice guidance applicable to the relevant type of procurement

## **4.9.2 General Principles**

4.9.2.1 All procurement procedures **MUST**:-

4.9.2.1.1 realise value for money by achieving optimum combination of price and quality

4.9.2.1.2 be consistent with the highest standards of integrity

4.9.2.1.3 operate in a transparent manner

4.9.2.1.4 ensure fairness in allocating public contracts

4.9.2.1.5 comply with all legal requirements, including the EU treaty principles

4.9.2.1.6 ensure that non-commercial considerations do not influence any contracting decisions

4.9.2.1.7 support all relevant Council priorities and policies

4.9.2.1.8 comply with commercial confidentiality requirements as well as relevant statutory requirements, including, but not limited, to FOIA 2000 and DPA 1998

**NB** These Rules shall be applied to contracting activities of any partnership for which the Council is the accountable body unless the Council expressly agrees otherwise

4.9.2.2 Joint procedures

4.9.2.2.1 The Council may entrust all or part of the tendering or quotations procedure to another authority or authorities acting jointly, or a similar body, which has procedures analogous to these procedures, designed to ensure compliance with the same objectives, subject to the following:-

(a) if the body to which the procedure is to be entrusted is a public sector body, the arrangements shall require prior notice to the Portfolio Holder for Finance and the Portfolio Holder for the relevant Service and the prior approval of the Head of Function (Finance)/S151 Office or the Head of Function (Council Business) / Monitoring Officer who shall first consider a report detailing the analogous procedures adopted by that body

(b) otherwise, the arrangement shall require the prior approval of the Executive, as well as the Head of Function (Finance)/S151 Officer or the Head of Function (Council Business) / Monitoring Officer who shall first consider a report detailing the analogous procedures adopted by that body

(c) if the body is a local authority or a group of local authorities, the arrangement may allow acceptance of the tender or quotation to be delegated to the body, if agreed at the time the arrangement is made

4.9.2.2.2 otherwise, the acceptance of tender or quotation may not be delegated outside of the Council

4.9.2.2.3 in ALL cases the arrangement must allow the Council and its auditors full access to the audit trail of decisions taken

#### 4.9.2.3 Partnerships

4.9.2.3.1 Financial Procedure Rule 4.8.6.4 deals with partnership arrangements and places responsibility on the Executive for their approval. The terms of such approval may include procedures which may affect the way in which procurement is carried out by or on behalf of the Council or the partnership, where the contracting party is the partnership, the Executive's approval must include approval of the partnership's procurement procedures

### 4.9.3 Exceptions

4.9.3.1 Except where the Public Contract Regulations 2006 (2015) apply, the Executive has the power to waive or vary the requirements within these Rules

4.9.3.2 Additionally, these Rules may be waived or varied where the circumstances are certified by the Head of Function (Finance)/S151 or Head of Legal/Monitoring Officer as meeting any of the following criteria:-

4.9.3.2.1 for works, services and supplies which are either patented or of such special character that it is not possible to obtain competitive prices

4.9.3.2.2 for supplies purchased or sold in a public market or auction

4.9.3.2.3 for the execution of works or services or the purchase of supplies involving specialist or unique knowledge or skills

4.9.3.2.4 with an organisation that has won a contract for an earlier phase of work via a competitive process and where the works forms part of a serial programme and has previously been identified as such

4.9.3.2.5 for works, services or supplies which are only available from one organisation

4.9.3.2.6 involving such urgency that it is not possible to comply with these Rules.

4.9.3.2.7 for the purchase of an art or museum specimen or to meet the specific requirements of an art or cultural event which cannot be competitive due to the nature of the requirement

4.9.3.2.8 in relation to time, limited grant funding from an external body where the time limitations will not allow a competitive process to be completed **and** where the grant conditions allow this

4.9.3.2.9 for social care services under the National Health Services and Community Care Act 1990 or the Children's Act 1989, provided that where the contract is put out to tender, the tenders are invited or negotiated in accordance with Rule 4.9.4

#### **4.9.4 Tendering and Quotations**

4.9.4.1 Before conducting any procurement exercise the RO/APO will estimate the cost of such procurement, including any incidental or ancillary costs. They must satisfy themselves that the authority exists within the Council's approved budget for such expenditure, or will exist before expenditure is committed, and that they have the delegated authority to spend from such budgets

4.9.4.2 Before conducting any procurement exercise, the RO/APO shall make themselves aware of any relevant current contractual obligations and ensure that they are adhered to throughout the process

4.9.4.1.3 When estimating the cost of the procurement, the RO/APO shall include the anticipated value over the full term of the contract, including any extensions and / or renewals. If the full term of the contract is unknown, then the RO/APO may seek further guidance from the Procurement Service

4.9.4.1.4 The Public Contract Regulations contain the aggregation rules that should be applied when estimating the contract value

4.9.4.2 Competition can be carried out in two ways:-

4.9.4.2.1 documents sent out in conventional form either printed or on CD. Returns are in the same form; ideal where the market may not be familiar with on-line applications

4.9.4.2.2 everything available on-line. Often called e-tendering. The Council subscribes to an e-tendering solution. This saves time and cost of printing and is ideal for well developed IT literate markets

4.9.4.2.3 E-tendering **MUST** be used for all contracts over £25k in value

4.9.4.3 The RO/APO shall consult the Procurement Service prior to any tender at Large Contract value or above

4.9.4.4 The RO/APO must consult with the Insurance Officer prior to any procurement process commencing, for advice about insurance values

4.9.4.5 The Public Contract Regulations 2006 (2015) shall apply to all projects where the expected cost will exceed the EU threshold levels at the time the project is begun for the relevant goods works or services procured. The Legal Section shall be consulted in all such cases

4.9.4.6 The full tendering procedure outlined in Rule 4.9.7 shall apply where the expected cost is £30k up to EU threshold (**LARGE CONTRACTS**)

4.9.4.7 The quotations procedure outlined in Rule 4.9.6 shall apply where the expected cost is £10k up to £30k (**SMALL CONTRACTS**)

4.9.4.8 The single quotation procedure outlined in Rule 4.9.5 shall apply where the risk is small and the expected contract value is up to £10k (**MINOR CONTRACTS**)

#### **4.9.5 Minor Contracts Quotations Procedure (up to £10k)**

4.9.5.1 The RO/APO shall ascertain whether a corporate purchasing arrangement (such as National Procurement Service Framework) is in use for the particular requirement and, if so, an order shall be made under that arrangement

4.9.5.2 If no arrangement exists the RO/APO shall obtain, where practical, a minimum of one quotation which must be sourced from an approved list of suppliers, where such a list exists, or by a general list of registered suppliers

4.9.5.3 If none exist then the RO/APO shall assess which person or firm is competent for the purposes intended

4.9.5.4 An audit trail must be maintained to ensure that processes have been followed and justification shown for selection of a person or firm invited to quote

#### **4.9.6 Small Contracts Quotation Procedure (£10k up to £30k)**

4.9.6.1 The RO/APO shall check whether a corporate purchasing arrangement is in use for the particular requirement and, if so, an order shall be placed under that arrangement.

4.9.6.2 If no such arrangement is in place the RO/APO shall invite a minimum of three quotes for the work/services

4.9.6.3 All those invited to quote shall be given the same access to information concerning the proposed contract

4.9.6.4 All those invited to quote shall be given the same deadline for quotations and quotations will not be evaluated until after that deadline



4.9.6.5 An audit trail shall be maintained showing what quotations were invited, how, and the results of the exercise.

4.9.6.6 For any contract of £25k or more in value a public advertisement shall be placed through the sell2wales website at [www.sell2wales.gov.uk](http://www.sell2wales.gov.uk). This may be supplemented by advertisement in trade journals etc at the discretion of the Service concerned

#### **4.9.7 Tendering Procedure Large Contracts (£30k up to EU threshold)**

4.9.7.1 The RO/APO shall check whether a corporate purchasing arrangement is in place for the particular requirement and, if so, an order shall be placed under the arrangement

4.9.7.2 If no such arrangement is in place and the RO/APO is satisfied that there is no interest to economic operators located in other member states they will place a public advertisement through the sell2wales website at [www.sell2wales.gov.uk](http://www.sell2wales.gov.uk) or any such website as directed under the Public Contract Regulations 2006 (2015) in order to comply with its purchasing obligations. This may be supplemented by advertisement in trade journals at the discretion of the Service concerned

4.9.7.3 In all other cases a public advertisement inviting expressions of interest must be published on sell2wales and also sufficiently accessible to open the award up to competition within the EU market (to the extent that, in all the circumstances of the case the contract might potentially be of interest to contractors in other member states)

4.9.7.4 The advertisement should specify the nature and purpose of the proposed contract and, where relevant, where further particulars can be obtained, invite tenders for its execution and specify the procedure for submission of tenders. At least 10 working days notice must be given

4.9.7.5 No tender shall be considered unless contained in a plain envelope addressed impersonally to the Head of Function (Council Business) / Monitoring Officer and shall be securely sealed and shall bear the word "Tender" followed by the subject to which the tender relates, but shall not bear any distinguishing mark or mark intended to indicate the identity of the sender and prospective tenderers shall be notified accordingly. On arrival, such envelopes shall be retained unopened in the Legal Section until the time appointed for their opening

4.9.7.6 Tenders shall be opened at one time, in the presence of at least two employees, including the Head of Function (Council Business) / Monitoring Officer or nominee and the RO/APO or their nominee. Details of each tender shall be recorded by a sequentially numbered list. Both the tenders and the list shall be signed by the parties present at the opening of such tenders

4.9.7.7 Any tender received after the specified time shall be returned promptly to the tenderer by the Head of Function (Council Business) / Monitoring Officer however if the Head of Function (Council Business) / Monitoring Officer is satisfied that there is evidence of posting in time for delivery by the specified time in the normal course of postal delivery and the other tenders have not been opened then they, at their absolute discretion, may allow the tender

4.9.7.8 Where examination of tenders reveals clerical or arithmetical errors or discrepancies which would affect the tender figure(s) the tenderer is to be given details of such errors or discrepancies in writing by the RO/APO and;

4.9.7.9 In the case of errors of transcription or computations manifest upon the face of the document then the tenderer shall be allowed the opportunity of correcting those errors and;

4.9.7.10 In all other cases afforded the opportunity of confirming or withdrawing the offer in writing to the RO/APO. If that tenderer withdraws, the next tenderer in competitive order (as assessed by the assessment method adopted) is to be examined and dealt with in the same way

4.9.7.11 A change to this procedure may be made where the exercise follows national or recognised good practice guidelines which specify an alternative procedure and all tenderers are notified in advance of the procedure to be followed

4.9.7.12 Any other exception to this procedure may be authorised only by or on behalf of the Head of Function (Finance)/S151 Officer or Head of Function (Council Business)/Monitoring Officer after consideration of a report from the RO/APO

#### **4.9.8 Output Specification, Evaluation and Acceptance**

4.9.8.1 In any procurement exercise the following information shall be provided to firms wishing to tender or quote:-

4.9.8.1.1 a description of the goods required or specification of work or services required. This shall include the Council's terms and conditions and a Data Processing Agreement if applicable

4.9.8.1.2 whether and, if so, how firms are to be assessed on the basis of their technical capability

4.9.8.1.3 whether and, if so, how firms are to be assessed on their financial and economic standing

4.9.8.1.4 whether the assessment is to be on the basis of price only or most economically advantageous tender / quote. If it is the latter, details of any scoring scheme to be used for the evaluation should also be supplied, including any sub-criteria

4.9.8.1.5 all tenders over the Large Contracts threshold must be evaluated on the basis of most economically advantageous tender

4.9.8.1.6 that the Council is not bound to accept the lowest or any tender / quote

4.9.8.1.7 if variant tenders are accepted, a statement to that effect, and details of how they will be assessed

4.9.8.1.8 a statement that the Freedom of Information Act 2000 applies to the Council and that any information that the tenderer considers to be confidential or would be likely to

prejudice their commercial interests should be separately identified, with reasons, in the tender or quotation

4.9.8.2 The acceptance of a quote may be authorised by an employee of the Council provided that :-

4.9.8.2.1 they have the authority to do so under the Scheme of Delegation and authority to commit a Council budget which is adequate for the proposed contract and;

4.9.8.2.2 the tender / quote has been evaluated in accordance with the information provided and either:-

(a) if the contract is to be awarded on price, the quote is the lowest price or

(b) if the tender is to be awarded on most economically advantageous tender or quotation and the scoring scheme has been provided to the firm and the contract is to be awarded in accordance with that scoring scheme

4.9.8.2.3 The RO/APO shall notify all tenderers of the result of the tendering exercise and the date on which the standstill period ends (if applicable)

4.9.8.2.4 The award decision letter to unsuccessful tenderers must include the following:-

(a) the award criteria

(b) the reason for the decision, including the characteristics and relative advantages of the successful tenderer

(c) the scores obtained by the unsuccessful tenderer (a full breakdown of scores against each criteria and sub-criteria supported with a brief narrative)

(d) the successful tenderers name

(e) a precise statement of when the standstill period is to end (if applicable)

4.9.8.2.5 All applicants excluded from being invited to tender shall be notified of the rejection of their application and the reasons for it

4.9.8.3 Variations to the acceptance procedure may be approved in any of the following:-

4.9.8.3.1 services provided directly to users – where the payment is made in respect of services provided directly to members of the public and the Council is required by the relevant social services legislation to take account of the wishes of the service users;

4.9.8.3.2 contracts made as agents – where the tender is being invited as agent for another personal body which has overriding requirements set aside in writing;

4.9.8.3.3 promotion of competition – where the Head of Function (Finance)/S151 Officer or Head of Function (Council Business) / Monitoring Officer approves an alternative method for a specific procurement exercise with the objective of promoting, maintaining or improving competition in market

#### **4.9.9 Terms to be specified in tenders, quotations and contracts**

4.9.9.1 The description of goods required or works or services required in any invitation to tender or quote shall include the following:-

4.9.9.1.1 any applicable standards issued by the International Standards Institute or other recognised standard including Health and Safety requirement and CDM Regulations

4.9.9.1.2 where relevant any provisions of the Council's Language Scheme

4.9.9.1.3 for every contract or order, proof of adequate insurance cover shall be required to the satisfaction of the Head of Function (Finance)/S151 Officer including public liability employer's liability and professional indemnity if required

4.9.9.1.4 a right of access to relevant documentation and records of the contractor for monitoring and audit purposes and requirements of the Data Protection Act 1998

4.9.9.1.5 the works, materials, matters, services or things to be furnished and applied or done (including technical specifications)

4.9.9.1.6 the price to be paid with the statement of discounts or other deductions

4.9.9.1.7 the time or times within which the contract is to be performed

4.9.9.2 In every written contract over the Small Contract threshold the following provisions must be included within the proposed terms of contract:-

4.9.9.2.1 the termination of the contract and the recovery of any sums paid where there has been evidence of bribery or corruption

4.9.9.2.2 entitling the Council to terminate part or all of the contract or to obtain substituted provision of the supplies, services and works to be supplied under the contract in the event of a breach of contract by, or insolvency of, the contractor

4.9.9.2.3 the price and or any mechanism by which the price, any additional price, or discounts, are to be ascertained

4.9.9.2.4 prohibiting the contractor from sub-contracting, assigning or otherwise transferring the contract without the prior written consent of the Council and providing that the contractor shall remain liable to the Council for any part of the contract that may be sub-contracted

4.9.9.2.5 the compliance by the contractor with legislative requirements in respect of

(a) health and safety, including the setting up of appropriate systems and procedures for the supply of services and works procured including the CDM Regulations

(b) the prevention of inequality and promotion of equality

(c) the observance of human rights in the performance of functional activity under the contract (as if the contractor were a public body)

(d) freedom of information and requiring the contractor to co-operate with the Council in dealing with requests, the contractor accepting that information will be liable to disclosure and following the requirements as to local transparency on contracts and tenders

(e) data protection

(f) workforce transfer legislation where appropriate including associated codes of practice

(g) any other legal obligation

4.9.9.2.6 compliance with the Council's sustainability policies

4.9.9.2.7 indemnities for any claim in respect of employers liability or public liability arising from the contract, including if appropriate infringement of intellectual property rights and appropriate insurance requirements of the contractor

4.9.9.2.8 indemnities in respect of claims made against the Council in respect of contractors' activities and the provision of satisfactory insurance against such claims

4.9.9.2.9 in cases where the contractors' activities are of a type that can normally be so insured the provision to the Council of evidence of satisfactory indemnity insurance held by the contractor

4.9.9.2.10 for contracts above the Large Contract threshold involving the carrying out of works or the provision of services the provision of adequate security in respect of completion by the contractor either by means of retention of sums due or an obligation to pay liquidated damages or substituted performance or (where appropriate) the provision of a performance bond or parent company guarantee

4.9.9.2.11 the provision to the Council of adequate intellectual property protection with an indemnity protection where appropriate

4.9.9.2.12 the provision to the Council of adequate warranties from manufacturers of mechanical and engineering supplies or for supplies of other products where the Council's requirements have prescribed or prohibited materials or where a duty of skill and care is appropriate to the manufacture of the product in contracts for the purchase of supplies

4.9.9.2.13 if necessary, provisions to ensure that appropriate vetting and barring is undertaken to ensure safety of vulnerable groups

4.9.9.2.14 the Council's entitlement to undertake monitoring and compliance procedures

4.9.9.2.15 the provision to the Council of adequate confidentiality obligations together with appropriate indemnities

4.9.9.3 Every contract which exceeds £50,000 in value:-

4.9.9.3.1 be made under the Council's seal and be attested by at least one officer of the Council, or

4.9.9.3.2 be signed by at least two officers of the Council and that one of the two officers shall be the Head of Function (Council Business) / Monitoring Officer or their nominee.

#### **4.9.10 Post contract management**

4.9.10.1 The contract management arrangements shall be set out in the invitation to tender and subsequent contract. These shall ensure timely reporting of performance, quality, customer satisfaction and management information in relation to service priorities and objectives

4.9.10.2 A contract may not be varied without the consent of the Head of Function (Finance)/S151 Officer or the Head of Function (Council Business)/Monitoring Officer or under his or her specific delegation to other officer/s

4.9.10.3 No contract exceeding EU threshold may be extended by duration or value unless:-

4.9.10.3.1 such extension was included in the original Contract Notice and contract documentation or such extension is in accordance with the provisions detailed in the Public Contract Regulations and alternative options have been considered by way of an options appraisal and the RO/APO is satisfied that the extension demonstrates value for money and is in the best interests of the Council in the light of the contractor's performance

4.9.10.4 Contracts below EU threshold may be extended by duration or value if:-

4.9.10.4.1 such extension would not mean that had it been included in the original contract the overall value would have exceeded the EU threshold and alternative options have been considered by way of options appraisal and the RO/APO is satisfied that the extension demonstrates value for money and is in the best interests of the Council in the light of the contractor's performance and the combined value of this and other contracts of similar characteristics regardless of supplier remain below the EU threshold

#### **4.9.11 Variations**

4.9.11.1. Any proposed variation/s at any point which exceed/s 10% of the value of a contract shall first be assessed to ensure that it does not breach legislation or policy. The reason/s for the variation must be explicitly documented. Variations shall not be used to mask poor performance or underlying problems and the effect on original timeframes, deliverables and value for money must form part of the assessment. If the effects are significant, or in excess of 10% of the value of the contract, the relevant RO must be consulted together with any stakeholders and advice must be sought from the Procurement Section.

# ATODIAD / APPENDIX 2

## SUMMARY OF PROPOSED CHANGES TO THE CONTRACT PROCEDURE RULES

1. We have tried to keep the layout broadly the same, with only some minor amendments to the layout, to bring it in line with the formats used in other Councils. This is to ensure that those who rely on these Rules in their day to day work are able to adapt to this new model with ease. It is also intended to help providers, particularly those in Anglesey and North Wales, compare the arrangements in place for each Council. We think this simplifies the process for them and encourages and supports more local businesses to tender or quote for works and services.
2. The Rules now include a new requirement for Officers to check whether there is already an in-house, or approved, arrangement. This is to encourage the use of frameworks, including any local buying consortium, and to support collaboration frameworks. This is intended to save time and money and may encourage the use of local suppliers who are identified under any relevant framework.
3. The contract values have been changed as follows:-
  - **£1 → £10,000 (Minor Contracts)**

This allows the Responsible Officer to assess the competent suppliers and request a minimum of one written quote. It is suggested that this be increased from the current ceiling of £3,000, to allow for a quicker, smoother and less bureaucratic process. There is, though, a quid pro quo. That is, an explicit requirement (it is already implicit) for a full audit trail to be retained by the Responsible Officer, on file, to justify the decisions made. The general principles of procurement, as provided for in the Rules, are devised to ensure transparency, a fair allocation of work, and value for money for the Council.
  - **£10,000 → £30,000 (Small Contracts)**

In this case the Responsible Officer is still to obtain three written quotations. The suggested value remains at the current ceiling of £30,000.
  - **£30,000 up to EU threshold (Large Contracts)**

Requires that the full tender procedure be used. This has not changed. However, there is also a new legal requirement for the Council to consider any cross-border interest which may apply to the specific contract. If one is likely to exist, then there is a requirement for any advertisement placed to extend to the European market. If it is likely that no interest will apply, then a national advertisement is required.
4. There is a new requirement to use e-tendering for all procurements over the EU threshold. This has changed to reflect recent changes in legislation.
5. There is a current requirement to seek authority to use e-tendering, below the EU threshold. It has now become a discretion of the Responsible Officer.
6. The exceptions in the rules have changed too, in that prior authorisation will come from (it is proposed) Officers and not from the Executive. Anything outside the exceptions, though, will still require Executive approval (i.e. Executive or Portfolio Holder). This is intended to speed up the process of taking and implementing decisions and to remove



the delay involved in taking an Executive decision. The Officers still have the option of an Executive decision if the matter is controversial. An Executive decision will still be mandatory if a budget is required.

7. The output, specification and terms to be specified have changed to include relevant legislative requirements, such as the use of the Data Processing Agreement and the Welsh Language Scheme.
8. There is also an extension to the requirement to include evaluation criteria and sub-criteria as well as contract award rules, which will ensure compliance with EU legislation.
9. There are some amendments to the post contract management requirements such as variation/extension rules which will further ensure EU compliance.

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16 March 2015</b>
<b>Subject:</b>	<b>Independent Sector Care Home Fees for 2015/16</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Kenneth P Hughes</b>
<b>Head of Service:</b>	<b>Alwyn Rhys Jones (Head of Adult Services)</b>
<b>Report Author:</b>	<b>Gareth Llwyd, Manager of the Business Support Unit</b>
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<b>Local Members:</b>	<b>Various</b>

<b>A –Recommendation/s and reason/s</b>
<p>The Local Authority is required to review independent sector care home fees annually to coincide with Central Government’s changes to benefit and pension levels which come into effect on 07/04/15. In setting fee levels for independent sector care homes, we need to show that we have fully considered the costs of the provision in determining our standard care fees. This is done in collaboration with the other Authorities in North Wales and the Health Board by utilizing a Regional Fee Methodology.</p> <p>In order to set the weekly fees for Nursing and Residential Care, the Council has taken account of the factors noted below:-</p> <ol style="list-style-type: none"> <li>1. In accordance with the law and statutory guidance under section 21 of the National Assistance Act 1948, the Council is required to make arrangements for the provision of residential accommodation for people aged 18 and above who, due to their age, illness, disability or any other circumstances, need care and attention that is not otherwise available to them. Section 26 of the Act permits Councils to make such arrangements with the independent sector.</li> </ol> <p>In discharging these functions, the Council is also required to operate under the Government’s Guidelines and Directions – the most relevant being the Choice of Accommodation Directions and “Fulfilled Lives and Supported Communities: Commissioning Framework Guidance and Good Practice” (2009). Standard 10 of the Commissioning Framework Guidance requires the Council, as a commissioner, to have understood the costs of social care services delivered directly and contracted, and to have acted to promote the sustainability of the service. Case law has clarified that commissioners should “understand” provider costs and act to promote the sustainability of the service, but this provision does not</p>

require Councils to set a fee which fully reimburses the providers for their costs; that commissioners investigate the true costs of providing care; that the nature and degree of those investigations are matters for the Council/Director of Social Services to determine.

2. The welfare of residents/service users should be considered – that services operate safely and effectively to promote the welfare of residents/service users;
3. The outcomes for the independent sector should be considered which could include factors such as the risks of closures and job losses, difficulties in recruiting and retaining staff, lack of staff training/development, lack of resources for the building itself, further loans.
4. Throughout the work of developing the methodology, considerable emphasis is placed on enhancing quality of care provided for care home residents and the numbers residing therein. This has included a review of the number of care, domestic and management hours required to support residents based on staff rota statistics from a number of care homes across the region. However, the responses to the Staffing Survey held in October 2014 varied across the four categories of care, namely, General Residential Care, EMI Residential Care, General Nursing Care and EMI Nursing Care.
5. The regional data was compared and contrasted with the Wales Care Forum data and information on staffing hours in the 2012 Version of the Laing and Buisson Toolkit.

The North Wales Methodology has recommended an increase of between 1.69% and 1.88% across the 4 categories of care. The following fees will be set for 2015/16 (see Appendix 2):

Category	2014/15 Fee	2015/16 Fee	Increase £	Increase %
Residential (Adults)	£458.16	£465.90	£7.74	1.69
Residential (EMI)	£501.69	£509.72	£8.03	1.60
Basic Nursing Care (Social Care Element)	£514.40	£523.83	£9.43	1.83
Nursing (EMI) (Social Care Element)	£538.38	£549.00	£10.15	1.88

The North Wales Social Services Improvement Collaborative (NWSSIC) has approved, in a meeting on 27/02/15, a 1.7% in the core fee (up to £549) and 0% above that threshold for adult placements in high cost/low volume residential and nursing homes arranged through the North Wales Regional Commissioning Centre.

NWSSIC recommends a 0% increase in 2015/16 fees for residential placements for children and young people arranged through the North Wales Regional Commissioning Centre as further discussions will need to take place with individual providers to rationalize high weekly fees for every child/young person placed.

In consulting with local providers on the fees, two homes providing EMI residential care have challenged the fee levels and stated that the increase does not meet the true staffing costs in their homes. The Council therefore needs to further investigate the accounts of these homes in order to establish the true cost of the provision in order to set fees for specialist EMI Residential Care.

The Executive Committee is requested to:-

1. Adopt the North Wales Fee Methodology as implemented hitherto by the Authorities in North Wales as a basis for setting fees in Anglesey during 2015/16 (Appendix 2).
2. Approve the recommendation to increase fee levels as noted in the above table.
3. Increase fee levels for high cost/low volume placements (i.e. Learning Disability/Mental Health/Substance Abuse and Physical Disability) arranged through the North Wales Commissioning Centre, namely an increase of 1.7% in core fees (up to £549) and 0% above that threshold for every resident in high cost placements as agreed with the other North Wales Authorities and as approved by NWSSIC.
4. Approve an increase of 0% (as approved by NWSSIC on 27/02/15) in high cost placements for children and young people arranged through the North Wales Regional Commissioning Centre.
5. In line with other Authorities, authorize the Social Services and Finance Departments to respond to any requests from homes to explore their specific accounts and to utilize the exercise as a basis to consider any exceptions to the agreed fees.
6. Enable the Department to agree exceptions which can be met within their budgets in consultation with the portfolio holder.

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

Care Forum Wales (CFW) makes submissions to the North Wales Regional Fees Group annually to increase fees for the Care Homes Sector. The Forum's submission for 2015/16 and the response of the North Wales Fees Group can be seen in Appendix 1.

It is considered that the fee proposals arising from the Methodology used across North Wales are affordable in the challenging financial climate currently faced by Local Authorities.

The methodology (Appendix 2) includes an analysis of the fees paid per resident/week under three main headings:

- Hotel;
- Other
- Staff costs

### **Nursing Homes Fees**

Nursing home fees include two elements as described below:-

- The Local Authority's contribution (the **social care element**);
- The contribution by the National Health Service (referred to as **Nursing Care Contribution funded by the NHS – FNC**) and paid by the Betsi Cadwaladr University Health Board has been revised on a national level by the Welsh Government in 2013/2014.

The Nursing Care Sector in Wales has challenged the FNC rate paid by Health Boards in Wales and a High Court ruling is expected in the near future.

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

Local Authorities need to set care home fee levels in line with the national policy outlined in the Commissioning Guidelines published by the Welsh Government. This decision has financial implications for the Local Authority's budget and in terms of affordability in the prevailing financial climate.

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

This decision is in line with the approval to work with other Local Authorities in North Wales and to implement the North Wales Fee Methodology to set fees annually.

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

During 2014/15, an increase of 1.7% on core fees across the care categories was approved which entailed an additional cost of £146,181 for the County Council based on the number of residents receiving financial assistance at the time. It is estimated that the additional cost will be similar in 2015/16 based on the percentage increases recommended across the four categories of care.

Based on the departments current underspent position the additional spend is expected to be met within existing budgets, with consideration to a potential bid for the use of contingency reserve in-year dependent on other costs pressure faced by the department in 15/16.

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	✓
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	✓
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	✓
<b>4</b>	<b>Human Resources (HR)</b>	✓
<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>	Care Forum Wales Owners of Residential and Nursing Homes on Anglesey All other Local Authorities in North Wales and the Betsi Cadwaladr University Health Board with regard to the implementation of the North Wales Fee Methodology

<b>E – Risks and any mitigation (if relevant)</b>		
<b>1</b>	<b>Economic</b>	Sustainability of the local nursing/residential homes sector Mitigation: Implementation of the North Wales Arrangement with regard to fee setting in order to ensure consistency in determining the annual fee increase
<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>	The risk of legal challenge from the Care Homes Sector is mitigated by adopting a North Wales Approach to fee setting and through implementation of the North Wales Fee Methodology

<b>F - Appendices:</b>
Appendix 1 – The Reponse of the North Wales Fee Group to the presentation by Care Forum Wales
Appendix 2 – Implement the North Wales Fee Methodology

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

Fulfilled Lives, Supportive Communities – Guidelines and Good Practice for the Commissioning Framework  
Dignity in Care Programme for Wales  
Sustainable Social Services for Wales: Framework for Implementation in Wales



**Care Forum Wales – initial thoughts on fee discussion for 2105-16 – From Mary Wimbury, 5<sup>th</sup> August 2014**

- The North Wales fee toolkit was initially developed for the 2012-13 fee settlement by Wrexham, Flintshire and Denbighshire.
- Conwy used the same toolkit but different staffing hours to match the previous evidence-based calculation in the county.
- The toolkit involved extensive discussion with providers and we were happy with the broad structure of the toolkit, and that our views were taken into account, while being clear that we did not feel all the figures took appropriate account of the true cost of providing care.
- For 2013-14, some changes were made and there was some consultation and discussion around our submission.
- In 2014-15, we felt there was a lack of dialogue and a lack of certainty that our submission had been considered and thus were unclear that *“Commissioners have understood the costs of directly provided and contracted social care services and have acted in a way to promote service sustainability.”* as required by Standard 10 of the Welsh Government Commissioning Guidance. In the meantime Gwynedd and Anglesey have also adopted the toolkit.
- Looking forward to the 2015-16 I hope that we can return to a more detailed dialogue. In particular we would like to see addressed:

<b>CFW Submission August 5<sup>th</sup> 2014</b>	<b>Status 30<sup>th</sup> January 2015</b>
<p>The minimum wage increase of 3% from 1 October 2014 to be included and the additional burden of pensions auto-enrolment. Our assessment last year was that that added about 1% to staff costs and we will review that for this year’s submission</p>	<p>The NMW increase dated October 2014 has been reflected within 15/16 fees.</p> <p>The issue of pension auto-enrolment is something that has been considered. The view is that the current hourly rate within the applied fees for 14/15 is already based on an hourly rate in excess of the minimum wage and should cover pension contributions of if they are applicable.</p> <p>Individual care home proprietors may wish to make local representation if they feel that this is not the case.</p>
<p>The use of CPI rather than RPI: 55% of the basket of goods used to calculate CPI are not purchased by the sector and included in the toolkit e.g. clothes, alcohol and spirit, sports and leisure activities and entertainment. An alternative approach would be to use individual inflation lines for food, fuel etc. and we highlighted last year insurance as a particularly high</p>	<p>CPI is the standard method used by the Government and will continue to be used to update the methodology.</p> <p>A figure of 1.2% (October 2014) has been applied to</p>

<p>inflation area for the care sector, which was not taken into account.</p>	<p>15/16 fees.</p>
<p>For the second year running no inflation was applied to the Return on Capital line. This is despite the Building Costs inflation index being 1.7% last year and 3% the previous year. We also remain unconvinced the <u>initial calculation was appropriate</u>.</p>	<p>This element of the care fee methodology will remain unchanged for 15/16, on the basis that whilst land and building may have increased the return on investment rate of 12% is in excess of returns on offer at present compared with other investment opportunities.</p>
<p>We would also like to see staffing hours reconsidered and adjusted in particular in light of pressure from CSSIW in this area.</p>	<p>A regional staff survey was completed between October and December 2014. The result of the survey varied considerably lowering confidence in the data.</p> <p>The survey tended to indicate that basic residential care hours were higher than those included in the 14/15 fee calculations. The survey staffing hours for other categories of care did not appear to differ considerably from 14/15 fee calculations, though returns for EMI nursing were surprisingly lower than those reflected in 14/15 calculations.</p> <p>Regional commissioners are aware that care bed pressures are increasingly focussed on nursing and EMI nursing capacity, which is compounded by the number of nursing homes currently in administration.</p> <p>The view of the regional care fees group is that bolstering basic care fees to the detriment of nursing and EMI nursing rates would not reflect market trends and pressures from the perspective of either commissioner or provider.</p> <p>CFW are asked to provide evidence of CSSIW 'pressures'.</p>
<p>Finally, we would like to see the 'nursing gap' addressed. The Health Board has undertaken a</p>	<p>The Judicial Review process covers this element.</p>

<p>calculation for FNC and been clear that it is not paying for a 24/7 nursing presence. The local authorities also indicate that they are not able to pay for a nurses time when she is not undertaking nursing tasks. This leads to a clear gap in funding Paragraph 37 of the NAFWC 25/2004 NHS Funded Nursing Care in Care Homes - Guidance 2004 which clearly identifies that there should be no gap between local authority and NHS provision.</p>	
<p><b>CFW submission November 10<sup>th</sup> 2014</b></p>	
<p>Welsh Government decision to remove funding for NVQ training for over 25s, which will cause significant problems to the sector: we estimate over 70% of those entering the sector are over 25 and provider are expected by National Minimum Standards to have over 50% NVQ trained – this will cause a significant increase in cost which we are currently quantifying;</p>	<p>The Welsh Government provided ‘Social Care Workforce Development’ grant for 15/16 will continue to contribute supporting the QCF training programme as best as possible.</p> <p>Any actual reduction in this grant would need to be assessed at that point in terms of potential impact on care home training.</p>
<p>Occupancy rates are estimated by Welsh Government to be closer to 92-3% across Wales than 95%.</p>	<p>The recent regional staff survey indicated occupancy levels are currently around 94% to 95% for care homes other than basic residential care, where it was around 93%. The latter probably reflecting commissioning priorities of local authorities.</p> <p>CFW are asked to confirm the source of the Welsh Government ‘estimates’.</p> <p>There is also the view that lower occupancy rates are often reflective of quality of care standards.</p>
<p>Higher land fill has increased the cost of refuse collection and higher dependency levels result in higher use of Inco products resulting in a 25% increase in the disposal of Inco Waste</p>	<p>Enquiries undertaken by representatives of the regional care fees group indicated that these costs varied significantly and tended to reflect the effectiveness of the contracts put in place by the care home with the refuse collector.</p> <p>It is thought that CFW could have an important role in</p>

	working on behalf of care homes in obtaining preferential contract rates for such items as Inco products.
Safeguarding decisions where staff are suspended for long periods of time, even if then reinstated with no fault found, cause a significant cost burden.	It is considered unreasonable for CFW to expect this requirement to be included within care fees.  CFW need to provide hard evidence of the number of occasions this occurs and the reasons why they came about initially.
In addition BCUHB training given on nutrition which introduced fortification of foods and the use of more oily fish has further increased the annual food bill in the order of £950 Per annum.	CFW need to provide evidence to support the assertion that it is more expensive to provide oily fish and food fortifications against what one would expect within a normal balanced diet.  Inflation of 1.2 (CPI) has been included in the 15/15 proposed fees to cover increases in food costs.
Increased burden due to UK government changes meaning homes need to pay statutory sick pay directly.	<b>Janet to provide statement</b>
We are still assessing the cost implications of recent court judgements on sleeping in staff and holidays based on normal hours worked;	This comment is noted. <b>Janet, do we need to say anything else?</b>
Inflationary pressures on care staff due to NHS Wales becoming a living wage employer.	It is noted that BCUHB has indicated that the living wage will be applied in 15/16.
Providers have also indicated it would be helpful to see clearly from the toolkit what is being commissioned in terms of both <ul style="list-style-type: none"> <li>▪ Activities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ That activity programmes are expected to be provided via staff costs already included in methodology. It was agreed to explore the provision of training and support care homes to mainstream activity approaches.</li> </ul>

<ul style="list-style-type: none"><li>▪ Management time.</li></ul>	<ul style="list-style-type: none"><li>▪ That CFW need to confirm exactly what is referred to here.</li></ul>
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End

<b>Schedule to care fees letter 9th February 2015 - Proposed Fees 2015/16</b>						
The figures below do not include FNC elements accepted by the Health Board						
	Fee 2013/14	Fee 2014/15	Inflation for 2015/16	Indicative Fee	Overall % Increase	
<b>INDIRECT COSTS</b>						
Utilities	26.95	£27.68	1.2 CPI inflation	28.00		
Electric						
Gas						
TV License						
Council Tax						
Water						
Telephone						
Registration (Professional Membership, CRBs etc.)	1.19	£1.22	1.2 CPI inflation	£1.23		
Recruitment	2.29	£2.35	1.2 CPI inflation	£2.38		
Contract maintenance of equipment	3.32	£3.41	1.2 CPI inflation	£3.45		
Maintenance of capital equipment	20.37	£20.92	1.2 CPI inflation	£21.17		
Gardener /handyman	7.60	£7.74	3% minimum wage	£7.97		
Furniture/Fittings including repairs and renewals	12.29	£12.62	1.2 CPI inflation	£12.77		
Training	2.28	£2.34	1.2 CPI inflation	£2.37		
Non prescription medical supplies	3.44	£3.53	1.2 CPI inflation	£3.57		
Insurance	5.74	£5.89	1.2 CPI inflation	£5.96		
Groceries & household provisions	26.5	£27.22	1.2 CPI inflation	£27.55		
<b>Total Indirect Costs</b>	<b>£111.97</b>	<b>£114.92</b>		<b>£116.42</b>		
<b>Other Costs -standard for all categories of care</b>						
Return on Investment	£97.79	£97.79		£97.79		
Additional Expenses (not covered elsewhere)	£16.72	£17.17	1.2 CPI inflation	£17.38		
<b>Sub Total</b>	<b>114.51</b>	<b>£114.96</b>		<b>£115.17</b>		
<b>RESIDENTIAL STAFF COSTS</b>						
Management /Admin	£45.00	£45.86	1.2 CPI inflation	£46.41		
Care Staff	£143.55	£146.28	3% minimum wage	£150.67		
Domestic Staff	£35.48	£36.15	as above	£37.23		
<b>Sub Total</b>	<b>£224.03</b>	<b>£228.29</b>		<b>£234.31</b>		
<b>TOTAL RESIDENTIAL</b>	<b>£450.51</b>	<b>£458.16</b>		<b>£465.90</b>	<b>1.69%</b>	<b>£7.74</b>
<b>EMI RESIDENTIAL</b>						
Local/Central admin costs (e.g. office rent)	£45.00	£45.86	1.2 CPI inflation	£46.41		
Care Staff	£186.26	£189.80	3% minimum wage	£194.49		
Domestic Staff	£35.48	£36.15	as above	£37.23		
<b>Sub total</b>	<b>£266.74</b>	<b>£271.81</b>		<b>£278.13</b>		
<b>TOTAL EMI RESIDENTIAL</b>	<b>£493.22</b>	<b>£501.69</b>		<b>£509.72</b>	<b>1.60%</b>	<b>£8.03</b>
<b>NURSING</b>						
Local/Central admin costs (e.g. office rent)	45.00	£45.86	1.2 CPI inflation	£46.41		
Care Staff	198.74	£202.52	3% minimum wage	£208.60		
Domestic Staff	35.48	£36.15	as above	£37.23		
<b>Sub total</b>	<b>£279.22</b>	<b>£284.53</b>		<b>£292.24</b>		
<b>TOTAL NURSING</b>	<b>£505.70</b>	<b>£514.40</b>		<b>£523.83</b>	<b>1.83%</b>	<b>£9.43</b>
<b>EMI NURSING</b>						
Local/Central admin costs (e.g. office rent)	45.00	£45.86	1.2 CPI inflation	£46.41		
Care Staff	222.73	£226.96	3% minimum wage	£233.77		
Domestic Staff	35.48	£36.15	as above	£37.23		
<b>Sub total</b>	<b>£303.21</b>	<b>£308.97</b>		<b>£317.41</b>		
<b>TOTAL EMI NURSING</b>	<b>£529.69</b>	<b>£538.85</b>		<b>£549.00</b>	<b>1.88%</b>	<b>£10.15</b>

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16 March, 2015</b>
<b>Subject:</b>	<b>Childcare Sufficiency Assessment – Refresh 2015</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Ieuan Williams</b>
<b>Head of Service:</b>	<b>Gwynne Jones, Director – Lifelong Learning</b>
<b>Report Author:</b>	<b>Anwen Le Cras</b>
Tel:	<b>01248 725805</b>
E-mail:	<a href="mailto:amled@anglesey.gov.uk">amled@anglesey.gov.uk</a>
<b>Local Members:</b>	

<b>A –Recommendation/s and reason/s</b>
<p>It is a requirement of the Childcare Act 2006 that all Local Authorities in Wales:</p> <ul style="list-style-type: none"> <li>• Assess the sufficiency of their childcare services;</li> <li>• Ensure they have sufficient childcare;</li> <li>• Provide information, advice and assistance to parents, prospective parents and those who have parental responsibility in relation to childcare;</li> </ul> <p>In April 2008, formal guidance was issued to Local Authorities specifying their statutory obligations under the Act.</p> <p>We have to prepare a comprehensive assessment every 3 years (this was completed in 2014) with an annual refresh noting any changes</p> <p>Main findings 2015:</p> <ul style="list-style-type: none"> <li>• There was a drop of 19% in the number of live births between 2012 and 2013.</li> <li>• There were fewer childminders than in 2014 but more nursery provision.</li> <li>• An increase in the number of after school clubs with new clubs opened in Gwalchmai, Rhoscolyn and Llangefni.</li> <li>• The Specialist Children’s Service (SCS) provides respite care for children within disabilities after school, during weekends and school holidays in their specialist facility in Llangefni. This care is tailored to the individual needs of the child and their family.</li> <li>• There is no change to the holiday provision.</li> <li>• There is generally sufficient childcare in Anglesey but there is a need to develop the number of childminders in rural areas.</li> </ul>

Matters needing attention 2015-2017.

- Continue to work in partnership with childcare and early years organisations e.g. Mudiad Meithrin, Wales PPA, Clybiau Plant Cymru Kids Clubs, to develop and sustain childcare in Anglesey.
- Continue to provide a training plan for the sector.
- Undertake research with parents and families on the need for holiday childcare.
- Target rural areas for development of childminders, in particular Seiriol and Talybolion wards.
- Consult with employers / economic development department in order to produce projections of childcare needs for the future.

**The Executive Committee is asked to accept the report as a refresh of the Childcare Sufficiency Assessment 2014 and agree to the actions proposed.**

**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?**

Approval is sought from the Executive Committee to approve the content of the report and forward the report to the Welsh Government in order to comply with the statutory requirement of the Childcare Act 2007 that the Council prepare a Childcare Sufficiency Assessment.

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

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

No budget decision required



<b>DD – Who did you consult?</b>		<b>What did they say?</b>
1	<b>Chief Executive / Strategic Leadership Team (SLT)</b>	
2	<b>Finance / Section 151</b>	No comments
3	<b>Legal / Monitoring Officer</b>	
4	<b>Human Resources (HR)</b>	No comments
5	<b>Property</b>	
6	<b>Information Communication Technology (ICT)</b>	
7	<b>Scrutiny</b>	
8	<b>Local Members</b>	
9	<b>Other/s</b>  <b>Head of Children’s Services</b>	This report should be viewed in the context of the requirements of the Social Services and Welfare Act that will become operational in 2016. Local Authorities’ duties in relation to preventive and early intervention services will be emphasised along with to enabling families to meet their needs within community resources. It needs to be reflected in the assessment that this can influence the perception of the feasibility question to the future.

<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>
Childcare Sufficiency Assessment – Refresh 2015

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



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

# **Childcare Sufficiency Assessment**

## **Refresh 2015**

<b><u>Contents</u></b>	<b><u>Page(s)</u></b>
1. Introduction	3
2. Demographics	3
3. The Childcare Market	4
4. Childcare Provision	5
5. Demand for Childcare	13
6. Gaps Analysis	14
7. Conclusion	15

## **1. Introduction**

1.1 Each local authority in Wales has a legal duty under Section 26 of the Childcare Act to produce a Childcare Sufficiency Assessment every three years with an annual refresh. Isle of Anglesey County Council completed a full assessment in April 2014 this is the first annual refresh.

The Childcare Sufficiency Assessment is a measurement of the nature and extent of the need for and the supply of childcare within the local authority.

Section 22 of the Childcare Act 2006 places a duty on Local Authorities to secure, as far as is reasonably practicable, provision of childcare that is sufficient to meet the requirements of parents in their area in order to enable them to work or undertake education or training leading to work.

Specific regard must be given to the needs of parents for:

- The provision of childcare in respect of which the child care element of the working tax credit is payable;
- The provision of childcare which is suitable for disabled children;
- The provision of childcare involving the use of the Welsh language.

1.2 This refresh will give an update on the supply of childcare in the Isle of Anglesey. Parent and provider surveys were undertaken in 2013 and have not been repeated for the purpose of this refresh.

1.3 Where new information is available, demographic data has been updated.

## **2. Demographic Data**

2.1 Anglesey's population has seen a steady increase and Mid Year Estimates for June 2013 show there were an estimated 70,091 people living in Anglesey. There were 12,053 children and young people aged 0 – 15 living in Anglesey making up

17.2% of the county's population, down from 19.5% in 2001. This is in contrast to the over 65 age group which showed an increase of 1.3% to 23.7%

Projected population figures expect that the percentage of children living in Anglesey will remain relatively stable during the next ten year period. Projected figures for 2036 estimate the percentage of children up to 0 – 15 years living in Anglesey will have fallen to 15.9% and the over 65 population will have increased to 32.6%

In 2012, Anglesey had the highest Total Fertility Rate (TFR) in Wales with 935 live births. There was a significant drop in 2013 when 763 live births were recorded.

### **Children with Disabilities**

The number of active caseloads within the Specialist Children's Service (figure for January 2015) is 118, the majority of whom are in the 5 – 7 year old age range, a decrease of 30 from 2014.. In 2013/14, there were 2045 children aged 3 – 18 with Special Educational Needs, an increase of 33 pupils on the previous year.

As of January 2015, there are 79 children aged 3 – 18 years attending the Local Authority's Special School, an increase of 4 since 2014. There are 18 children receiving specialist placement in schools outside the county, compared to 12 in 2014. There are 2 children with disabilities who receive home schooling.

### **3. The Childcare Market**

Local Authorities are not obliged to meet the individual childcare needs of every working family, but to ensure that at a community level, the Local Authority is taking strategic action with its partners to address gaps in childcare. Local Authorities will be expected to support the development of childcare where there is sufficient parental demand that a childcare setting or a childminder could operate and be sustainable.

#### **4. Childcare Provision**

The supply of and the demand for childcare is constantly changing. As such the figures presented in this report represent the best estimates at the time (January 2015).

For the purpose of this assessment, Childcare is defined as provision that is reliable and regular and provides a safe place for children to be. This does not include ad hoc activities which may take place during school holidays and be used as childcare for specific days. In addition it does not include the many grandparents or other family members/friends who provide informal childcare for their family/friends.

The Isle of Anglesey has 48 local authority maintained primary schools, 1 independent school, 5 secondary schools and 1 special school. All the county's primary schools have a breakfast club facility between 8.15am and 9.00am. Whilst the Breakfast Clubs are not defined as childcare they have become an invaluable source of Childcare for parents and are generally well attended, 39% of parents of 4 – 10 year olds who responded to our childcare survey reported that they use free breakfast clubs provided at their child's school.

There has been a slight decrease in the number of registered childminders in Anglesey during the past year. However, 2 new day nurseries have opened during the past year - 1 in Holyhead offering 40 places and 1 in Llangefni offering 55 places. The new nursery in Llangefni can offer specialised care for children with disabilities.

There has also been an increase in the number of registered after school settings with 3 new settings opening at Ysgol Y Ffridd, Gwalchmai, Ysgol Rhoscolyn, and Ysgol Y Graig, Llangefni, each offering 16 childcare places.

Type of Provider	Providers		Places	
	Count	Percentage	Count	Percentage
Childminders	58	43%	311	14%
Day Nurseries	13	10%	520	24%
Cylchoedd Meithrin	33	24%	631	29%
PPA Playgroups	8	6%	194	9%
After School Clubs (registered)	14	10%	336	15%
After School Clubs (non registered)	7	5%	126	6%
Holiday Clubs	3	2%	70	3%
<b>Total</b>	<b>136</b>	<b>100%</b>	<b>2188</b>	<b>100%</b>

Despite the changes in the supply of childcare it remains the case that the most populated areas have the most childcare provision.

Ward	Area	Primary Schools	Day Nursery	Places	Child minder	Places
Aethwy	Llanfairpwll	Llanfairpwll	1	36	6	34
	Penmynydd					
	Menai Bridge	Porthaethwy	2	105	4	22
Bro Aberffraw	Aberffraw	Bodorgan			1	5
	Bodorgan	Niwbwrch			2	12
	Rhosyr	Dwyran				
Bro Rhosyr	Llanidan	Brynsiencyn				
	Llanfihangel Esceifiog	Esceifiog			1	6

	Llanddaniel Fab	Parc y Bont	1	70		
	Llangristiolus	Henblas				
		Llangaffo				
<b>Caergybi</b>	Holyhead Town	Y Parc	2	49	2	10
	London Road	Llaingoch				
	Morawelon	Llanfawr	1	28	1	5
	Porthyfelin	St. Mary's		40		
	Parc a'r Mynydd					
<b>Canolbarth</b> <b>Môn</b>	Bryngwran	Bryngwran				
	Bodffordd	Bodffordd	1	37		
	Llangefni	Y Graig	2	115	5	29
	Llangwyllog	Corn Hir				
	Tregaeon	Y Ffridd				
		Talwrn				
<b>Lliffon</b>	Llanfaelog	Pencarnisiog				
	Llanfair yn Neubwll	Rhosneigr				
	Valley	Y Tywyn	1	68	2	8
		Caergeiliog			2	11
		Valley				
<b>Lligwy</b>	Moelfre	Moelfre			1	5
	Llaneurgad	Goronwy Owen			3	14



	Llanfair M. E.	Pentraeth			5	29
	Pentraeth	Llanbedrgoch			1	5
	Llanfihangel Tre'r Beirdd					
<b>Seiriol</b>	Beaumaris	Biwmares			1	6
	Cwm Cadnant	Llandegfan				
	Llanddona	Llanddona				
	Llangoed					
	Llangoed	Llangoed				
<b>Talybolion</b>	Bodedern	Bodedern			2	10
	Cylch y Garn	Cylch y Garn				
	Llanerchymedd	Llanerchymedd				
	Llanfachraeth	Llanfachraeth				
	Llanfaethlu	Ffrwd Win				
	Mechell	Llanfechell				
	Tref Alaw	Cemaes			2	12
		Carreglefn				
<b>Twrcelyn</b>	Amlwch	Amlwch	1	32	8	41
	Llanbadrig	Cemaes			1	4
	Llaneilian	Penysarn			3	18
	Rhosybol	Rhosybol			2	11
<b>Ynys Gybi</b>	Trearddur	Thomas Ellis				
	Rhoscolyn	Rhoscolyn				

	Maes Hyfryd (Holyhead)	Morswyn				
	Kingsland (Holyhead)	Kingsland			3	14
			<b>13</b>	<b>580</b>	<b>58</b>	<b>311</b>

### Part Time Education for 3 – 4 year olds

Early years education in Anglesey is delivered in some school settings from the September following the child's 3<sup>rd</sup> birthday and in the non-maintained sector in the term following the child's 3<sup>rd</sup> birthday..

There are 33 Mudiad Meithrin pre school settings and 8 Wales PPA settings in the county. These settings also offer playgroup sessions for 2 and a half to 3 year olds.

The number of settings and places available remains the same as in 2014.

Ward	Area	Cylch Meithrin	Places	Attending	PPA	Places	Attending
<b>Aethwy</b>	Llanfairpwll	2	40	38			
	Porthaethwy	1	24	16			
<b>Bro Aberffraw</b>	Bodorgan	2	34	6			
	Niwbwrch						
	Dwyran	1	14	8			
<b>Bro Rhosyr</b>	Brynsiencyn	1	18	7			
	Esceifiog	1	14	17			

	Parc y Bont						
	Henblas	1	12	12			
	Llangaffo						
<b>Caergybi</b>	Y Parc	1	20	9			
	Llaingoch	1	20	19			
	Llanfawr	1	16	20			
	St. Mary's				1	30	26
<b>Canolbarth Môn</b>	Bryngwran	1	13	7			
	Bodffordd	1	18	12			
	Y Graig	1	24	27			
	Corn Hir	1	26	30			
	Y Ffridd	1	16	9			
	Talwrn	1	16	8			
<b>Lliffon</b>	Pencarnisiog	1	16	10			
	Rhosneigr				1	12	7
	Y Tywyn				1	45	21
	Caergeiliog						
	Valley				1	12	5
<b>Lligwy</b>	Moelfre	1	18	10			
	Goronwy Owen	1	14	7	1	21	21
	Pentraeth	1	16	10			

	Llanbedrgoch						
<b>Seiriol</b>	Biwmares				1	24	14
	Llandegfan	1	22	15	1	22	15
	Llanddona						
	Llangoed						
<b>Talybolion</b>	Bodedern	1	16	16			
	Cylch y Garn						
	Llanerchymedd	1	19	12			
	Llanfachraeth						
	Ffrwd Win	1	18	14			
	Llanfechell	1	20	8			
	Cemaes	1	17	14			
	Carreglefn	1	12	7			
<b>Twrcelyn</b>	Amlwch	1	20	23	1	24	15
	Cemaes						
	Penysarn	1	20	14			
	Rhosybol	1	15	8			
<b>Ynys Gybi</b>	Thomas Ellis	1	40	14			
	Rhoscolyn				1	16	7
	Morswyn	1	24	19			

	Kingsland						
		33	632	446	9	206	126

### **After School Childcare**

There are 14 registered after school clubs and 7 unregistered clubs offering after school childcare on or close to school premises. Of the 14 registered settings one nursery runs a registered after school club in premises separate to the nursery and a short walk from the primary school at Llanfairpwll. A further 3 nurseries offer after school care within the nursery setting. The remaining 10 settings are after school clubs on school premises. Childminders also offer after school care including pick up from schools.

In 2014, there were no registered after school clubs in four of Anglesey's Electoral Wards, Llifon, Lligwy, Talybolion and Ynys Gybi. By now Ynys Gybi have an after school club at Ysgol Rhoscolyn and Llifon ward has a registered setting at Ysgol Sefydliedig Caergeiliog. There are a number of childminders in Lligwy ward who are able to offer after school childcare. Talybolion ward remains an area of concern which will be an area for development in the 2015/16 financial year.

In the small rural communities the sustainability of after school clubs is an issue. There have been unsuccessful attempts in the past to establish clubs for children from 2 or more schools. The low numbers of children in the schools, distance between schools and the need for adequate transport for the children has proved to be a difficulty for schemes such as this. This is an area which should be explored further as the schools modernisation plan becomes a reality.

### **Holiday Childcare**

There are 3 established Holiday Childcare settings operating on school grounds in Anglesey. Day nurseries also offer holiday provision for children up to 8yrs old.

Holiday childcare has historically been a difficult area to maintain. Although only 59% of parents surveyed reported they were satisfied with their childcare during

school holidays the take up of places in holiday clubs is low. The Local Authority has utilised the Welsh Government Out of School Childcare Grant (OSCG) to subsidise and advertise Holiday Clubs in strategic areas of the county but this has failed to increase the numbers attending.

295 parents responded to the question about the type of childcare they use during school holidays. Of these 223 said they use family and friends to care for their children and only 26 reported using holiday clubs. A further 20 say they use play/sport facilities during school holidays.

Demand for school holiday childcare needs further investigation to get a clearer understanding of the needs of families and children and to best utilise the facilities and resources available.

The Specialist Children's Service operates a specialised after school, weekend and holiday respite facility for children who are eligible to receive their service. This service is offered at their specialist unit in Llangefni. The respite packages are tailored to the needs of the individual child and their family and they may attend between 2 and 12 hours per week dependent upon their needs.

## **5. Demand for Childcare**

The number of enquiries to the Family Information Services (FIS) has declined slightly during the past year.

Between April and December 2014 the FIS received 61 specific enquiries for childcare.

Of the 61 enquiries 5 were in relation to childcare for children with disabilities; 5 from families residing in areas where there is no registered childcare; 1 for childcare outside typical working hours.

All 61 of the enquiries resulted in the families obtaining suitable childcare for their children.

## **6. Gap Analysis**

### **Geographical Gaps**

In general, there is sufficient childcare in most geographical locations on the Island. Full day care nurseries are well located in areas of higher population and employment.

There are many rural areas such as Trearddur, Llanfaelog , Aberffraw to the West of the island and Seiriol Ward in the East and Talybolion ward who continue to have little or no childcare provision locally. There has been some improvement with the opening of new after school provision in Rhoscolyn, Gwalchmai and Llangefni. Lack of regular public transport in some of these rural areas also adds to the difficulty in accessing available childcare outside the urban areas.

### **Time Gaps**

Parents were asked in 2014 about what would improve childcare in Anglesey. Of the 165 parents who responded to the question, 87% said earlier opening times, 89% later closing time and 85% said they would like weekend provision.

Newry Nursery in Holyhead is open on Saturdays. Some childminders also offer weekend provision.

All new/potential childminders are encouraged to consider offering atypical hours as a means of attracting clients and being competitive.

### **Age Gaps**

Childcare settings are registered by CSSIW for children up to 8years old. It is difficult to establish the exact amount of childcare available for each age group, particularly among childminders, because of the ratios allowed by CSSIW. The numbers of available places for specific ages can vary enormously on a daily basis.

After school settings offer childcare to children up to 11 years old. There is no regular provision for young people 11 years and over within the secondary schools. There have been attempts in the past to establish after school provision for secondary age pupils, the numbers attending have meant that these settings have been unsustainable. Secondary Schools provide a range of activities supported by the 5 x 60 project and other organisations such as the Urdd.

### **Type Gaps**

The main gap identified was after school provision in the rural areas of low population. A number of the after school settings currently operating are unregistered and offer less than 2 hours childcare per day. Parents who use unregistered settings are also unable to claim financial assistance for this childcare. Registration of the currently non registered settings would improve affordability for families in these areas.

In some of the areas identified as having no after school provision there is also a lack of full day care provision. The development of childminders in these areas would increase the availability of day care and after school childcare as childminders are able to pick children up from school.

### **Language Gaps**

The 2014 provider questionnaire identified that all day nursery settings offer Welsh or bilingual childcare. The number childminders offering Welsh or bilingual childcare was 34 out of 63. This is still an area for development.

## **7. Conclusion**

Whilst there have been some changes to the type and number of childcare places available in Anglesey, there is still generally sufficient childcare to meet demand. Consultation with employers/economic development department and with the planning department in order to form projections for future childcare needs will form a part of the 2016 refresh.

The closing/merging of schools over the coming years may well have an impact on childcare provision, particularly in the after school/holiday sector. It would be useful to bear in mind the need for childcare within the new schools infrastructure.



We also have to consider the changes that will take effect upon the implementation of the Social Services and Well Being Act which is effective from 2016. The Local Authority will have a duty to consider early intervention and provide preventive services thereby ensuring families meet their own needs within their community, and that we aspire to provide services that are also available for children with additional needs within the community.

There remain gaps in certain areas that require further development in accordance with the action plan produced in 2014.

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16 March 2015</b>
<b>Subject:</b>	<b>Modernising Schools on Anglesey - report on the non-statutory consultation in the Bro Rhosyr and Bro Aberffraw areas</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 Hywel Eifion Jones Councillor Peter Rogers Councillor Ann Griffith Councillor Victor Hughes</b>

**A –Recommendation/s and reason/s**

At its meeting on September 8, 2014, the Isle of Anglesey County Council Executive Committee resolved:

- To authorise the 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.
- To subsequently prepare several possible options on the way forward by early 2015.

The Council have consulted with parents, governors and staff at the six schools in the area and also with the local communities, local councillors and with the Welsh Government and other stakeholders. The consultation period ran from November 17<sup>th</sup> 2014 until December 21<sup>st</sup> 2014.

Consultation meetings were arranged with school stakeholders over this period:-

<b>School</b>	<b>Date (in 2014)</b>		<b>Meeting with</b>		
			<b>Staff</b>	<b>Governors</b>	<b>Parents</b>
Bodorgan	Monday	24 November	4.00	5.30	6.30
Dwyran	Tuesday	25 November	4.00	6.30	5.00
Niwborough	Wednesday	26 November			5.00
Llangaffo	Thursday	27 November	3.30	5.00	6.15
Brynsiencyn	Tuesday	2 December	3.30	5.00	6.30
Parc y Bont	Thursday	4 December	3.30	5.00	6.30

Consultation meetings were held with community councils as follows:-

Council	Date (in 2014)	Time	Location
<b>Bodorgan Community Council</b>	Tuesday December 9	7.00pm	Bodorgan School
<b>Llanddaniel Fab Community Council</b>	Monday December 15	7.00pm	Siop yr Efail, Llanddaniel Fab
<b>Llanidan Community Council</b>	Tuesday December 16	7.00pm	Y Ganolfan, Ffordd Barras, Brynsiencyn
<b>Parents of pupils of Ysgol Bodorgan living in Aberffraw</b>	Wednesday December 17	5.30pm	Village Hall, Aberffraw
<b>Aberffraw Community Council</b>	Wednesday December 17	7.00pm	Village Hall, Aberffraw

This report contains several possible options on the way forward for the primary education provision in the Bro Rhosyr and Bro Aberffraw areas. These are summarised in the table below:-

Option 1:	Build a new school for the area
Option 2:	A new school for Bodorgan, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont
Option 3:	A new school for Bodorgan, Newborough, Dwyran and one new school for Llangaffo, Parc y Bont and Brynsiencyn
Option 4:	A new school for Bodorgan, Newborough, Dwyran and Llangaffo and a new school for Brynsiencyn and Parc Y Bont.

These options were analysed and scored in the report. Two possibilities arise from the detailed analysis conducted:-

### **Option A**

This would be based on Option 2, namely *a new school for Bodorgan, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont.*

In this context, locating one of the new schools in the Newborough area would mean that about a third of the children are able to walk to school.

Any remodelling at Parc y Bont would need to address the traffic issues identified at the start and end of the school day.

This option could also include the federation of Ysgol Brynseincyn with another school i.e. maintaining the school on the present site but under a different management arrangement.

**Option B**

This would be based on Option 4, namely a *new school for Bodorgan, Newborough, Dwyran and Llangaffo and one new school for Parc y Bont and Brynsiencyn.*

Any remodelling at Parc y Bont would need to address the traffic issues identified at the start and end of the school day.

This option could also include the federation of Ysgol Brynseincyn with another school i.e. maintaining the school on the present site but under a different management arrangement.

In this option, **EITHER** the present Ysgol Parc y Bont, together with Brynsiencyn, would continue as a Church in Wales school **OR** the new school in the Newborough area (a new school for Bodorgan, Newborough, Dwyran and Llangaffo) could become a Church in Wales Voluntary Controlled school.

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

Authorise officers to proceed to the formal or statutory consultation process wherein they will consult on Options A and B above.

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

The following suggestion in relation to changes to the present configuration was received in the responses to the consultation document and meetings.

- i. Many respondents from Brynsiencyn offered the following possibility merge Dwyran and Brynsiencyn at Brynsiencyn, merge Bodorgan and Newborough at Newborough and merge Llangaffo and Parc y Bont at Llanddaniel.

Suggestion (i) has not been included in the analysis as initial consideration suggests that the model would not lead to a long-term sustainable solution, not address leadership capacity and would have limited success in addressing surplus places.

**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?**

Yes

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

Yes – 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)	No comment
3	<b>Legal / Monitoring Officer</b> (mandatory)	
5	<b>Human Resources (HR)</b>	
6	<b>Property (Planning)</b>	No comment
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>	

<b>FF - Appendices:</b>

<b>G - Background papers (please contact the author of the Report for any further information):</b>
<ol style="list-style-type: none"> <li>1. Executive Committee meeting minutes for September 8, 2014.</li> <li>2. Informal Consultation Document</li> <li>3. Strategic Outline Programme (SOP) presented to the Welsh Government in December 2013.</li> <li>4. Letter from the Welsh Government dated January 31 2014.</li> </ol>

**SWYDDOGOL – OFFICIAL**

**YMATEB I'R YMGYNGHORIAD ANSTATUDOL - ARDALOEDD  
BRO RHOSYR A BRO ABERFFRAW  
RESPONSE TO THE NON-STATUTORY CONSULTATION - BRO  
RHOSYR AND BRO ABERFFRAW AREAS**

**Tachwedd 17 – Rhagfyr 21, 2014  
November 17 – December 21, 2014**



**CYNGOR SIR YNYS MÔN / ISLE OF ANGLESEY COUNTY COUNCIL  
ADRAN DYSGU GYDOL OES / LIFELONG LEARNING DEPARTMENT**

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

<b>No.</b>	<b>CONTENTS</b>	<b>PAGE No.</b>
1.	<b>INTRODUCTION AND BACKGROUND</b>	<b>3</b>
2.	<b>DRIVERS FOR CHANGE</b>	<b>3</b>
3.	<b>THE CONSULTATION PROCESS</b>	<b>5</b>
4.	<b>COMMENTS FROM THE CONSULTATION MEETINGS</b>	<b>5</b>
5.	<b>RESPONSES FROM YSGOL BODORGAN</b>	<b>7</b>
6.	<b>RESPONSES FROM BRYNSIENCYN SCHOOL</b>	<b>8</b>
7.	<b>RESPONSE FROM DWYRAN SCHOOL</b>	<b>9</b>
8.	<b>RESPONSE FROM NEWBOROUGH SCHOOL</b>	<b>9</b>
9.	<b>RESPONSES FROM LLANGAFFO SCHOOL</b>	<b>9</b>
10.	<b>RESPONSES FROM PARC Y BONT SCHOOL</b>	<b>10</b>
11.	<b>RESPONSE FROM THE CHURCH IN WALES</b>	<b>11</b>
12.	<b>OTHER RESPONSES</b>	<b>11</b>
13.	<b>PARENT QUESTIONNAIRES</b>	<b>11</b>
14.	<b>FEEDBACK FROM PUPILS</b>	<b>14</b>
15.	<b>TRAFFIC SURVEYS</b>	<b>21</b>
16.	<b>OPTIONS ANALYSIS</b>	<b>26</b>
17.	<b>FINANCIAL CONSIDERATIONS</b>	<b>44</b>
18.	<b>RECOMMENDATION</b>	<b>48</b>



## 1. INTRODUCTION AND BACKGROUND

Anglesey County Council is committed to providing the very best educational provision for all the children and young people of the island.

As part of this commitment, the Council recognises that modernising education and ensuring that our school buildings create an attractive learning environment that motivates children and young people to become effective learners and achieve life skills is a major priority.

In this context, the Council wants to modernise schools to:

- improve educational outcomes for children and young people and break the link between deprivation and low educational attainment,
- further improve standards of leadership and the quality of teaching and learning,
- deliver sector leading schools and sector leading standards for every community.

The delivery of this ambitious modernisation programme will require the merging of existing schools through a combination of school federations, extensive catchment area reorganisation based on the remodelling of existing school buildings or the building of new area schools and the closure of schools that are not fit for purpose.

## 2. DRIVERS FOR CHANGE AND MODERNISATION WHICH WILL INFLUENCE THE DECISION ON THE BEST PROVISION FOR THE AREA

Noted below are some of the drivers for modernisation which will influence the decision on the best provision for the area:

### *Raising educational standards*

The Council is committed to raising standards significantly if we are to reach our goal of being in the top 5 best Local Authorities in Wales. Current research suggests that it is difficult to correlate standards with school size. However, recent reports suggest that in larger primary schools [over 100 (or 105)] leadership teams have greater capacity to bring about improvement; teachers develop more expertise in specific areas which can then influence other teachers' practices and consequently have a positive effect on standards of children's work. In smaller schools [of around 50 or less] mixed age classes sometimes span more than one key stage. This poses a significant challenge for teachers if they are to ensure that all children are stretched to the best of their abilities. The schools' modernisation strategy aims to eradicate examples of classes with more than 2 age groups.

### *Reducing the number of surplus places*

The number of surplus places within primary schools has now reached 15% but there are 31% surplus places in the 6 schools under consideration which is considerably higher than the Welsh Government target [15% on Authority level and 10% in individual schools]. The Council therefore needs to reduce the number of surplus places in order to meet Welsh Government expectations and respond to one of Estyn's criticisms in their report in 2012. This means that the required aim is to reach a position whereby schools are more than 85% full and that 90% of the places have been filled across the primary sector.

### *Reducing the variation in cost per head*

The cost per pupil varies substantially, from £2,857 to £7,550, across primary schools in the county. The Council's expenditure on primary schools in 2014-15 [£4869 per pupil] is the highest but one in Wales. The modernisation programme will aim to normalise the cost per pupil across the authority and align it with the average for Wales.

### *Ensuring that school buildings create the best possible learning environment*

Improving the quality of school buildings and ensuring the very best learning environment [that reflect those in our more recent school build – Ysgol y Graig – which will be used as a benchmark] for our children is of paramount importance to meet the needs of learning and teaching in the 21st century. This type of environment includes teaching and learning facilities of the best quality, suitable play areas, appropriate staff and administration areas, the safety and security of school buildings and school sites together with excellent IT facilities. Estyn note that “Improvements in the quality of buildings have a very beneficial effect on the quality of teaching and morale of staff which has a positive effect on pupil performance.” All children will have access to appropriate facilities in order to provide a whole range of educational experiences.

It is not possible for the Council to maintain a large number of ageing school buildings which are costly to maintain. A new pattern of schools has to be established in order to remove the shortcomings in existing buildings, including significant health and safety issues related to buildings or sites. There is a need to develop a system of schools wherein their maintenance arrangements are sustainable.

### *Creating the conditions for Headteachers to succeed – increasing leadership capacity*

Effective schools are well led. Successful schools have strong leadership at all levels, including governors. The challenges associated with leading and managing a school have increased substantially during recent years and the expectations are continuing to increase. Headteachers need adequate non-contact time to ensure teaching and learning is of the highest quality, and to focus on evaluating and raising standards, developing robust self-evaluation procedures and ensuring the continuous professional development of staff. These expectations are substantial. It needs to be ensured that Headteachers have a minimum of 50% non-contact time. This means that each school [or federation of schools] should have at least 100 pupils if they are to give the Headteacher the necessary time to successfully undertake the leadership role.

### *Ensuring a sufficient number of Headteachers for the future*

In the next five years it is likely that nearly 50% of our Headteachers will be retiring. As many of these Headteachers are leading small schools, the Council needs to consider the most effective and sustainable leadership models for the future. The number of applicants for headship posts is declining and a cause of some concern. The school modernisation programme needs to address this by ensuring suitable leadership development opportunities in individual schools. We need outstanding leaders for our schools. The modernisation programme will address succession planning issues and secure the leadership talent that we have in our schools.

### *Use of the school building by the community*

Research suggests that schools with additional provisions such as breakfast clubs, after-school clubs, child-minding provision, summer and weekend activities achieve higher standards and secure parental and community engagement. Schools are also expected to be a resource for the local community in order to promote community activities that include parents, members of the community and local groups. This type of activity is important in relation to developing the link between schools and the local community. Schools developed as part of the modernisation programme will operate as area schools i.e. providing a range of services and activities often beyond the school day, to help satisfy the needs of pupils, their families and the wider community.

### *Welsh medium and bilingual provision*

Any arrangement developed as part of the modernisation programme will give priority to strengthening and safeguarding the Welsh language / bilingualism.

### 3. THE CONSULTATION PROCESS

The Council have consulted with parents, governors and staff at the six schools in the area and also with the local communities, local councillors and with the Welsh Government and other stakeholders. The consultation period ran from November 17<sup>th</sup> 2014 until December 21<sup>st</sup> 2014.

Consultation meetings were arranged with school stakeholders over this period:-

School	Date (in 2014)		Meeting with		
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Aberffraw Community Council	Wednesday	December 17	7.00pm	Village Hall, Aberffraw

### 4. COMMENTS FROM THE CONSULTATION MEETINGS

Below is summary of points raised at each of the above consultation meetings:

Concern amongst staff about jobs was common across all of the schools.

#### *Bodorgan*

Concern about the Community Centre.

Parents unable to drive not being able to collect their children from school when ill.

#### *Newborough*

After-school club in Dwyran – easier for parents to go there if they work.

Concern about nursery provision if the school closed.

Favoured Option 3.

No car to collect children when ill.

### *Dwyran*

Concern about nursery provision if the school closed.

Class sizes are likely to be larger.

Definition of a 21<sup>st</sup> century school.

Transport and escorts on buses.

Favour two area schools.

### *Brynsiencyn*

Concern about nursery provision if the school closed.

No one will travel back in the direction of Bodorgan.

A high number of children walk to the school.

### *Llangaffo*

There is a reason why parents choose the school.

No issue with surplus places in the school.

Characteristics of a 21<sup>st</sup> century school.

### *Parc y Bont*

Everyone wants to come to the school. Want to see the school continue as it is.

Closure would have a significant impact on the village.

Parents would not go in the Brynsiencyn direction – they would choose to go towards the A55.

Parents bring their children there as it is a church school.

Excellent education at Parc y Bont. Everyone needs to be given the same opportunity.

Question why Parc y Bont was part of the consultation bearing in mind the school is full.

### *Aberffraw*

Praised the support at Ysgol Bodorgan.

Concern regarding the lack of an escort on the bus.

See [Appendix 1](#) for Anglesey County Council's definition of a 21<sup>st</sup> Century School.

## 5. RESPONSES FROM YSGOL BODORGAN

- 5.1 A total of 88 responses were received from the school's stakeholders.
- 5.2 61 or 69% of these responses were presented in the form of a standard letter. The main points in the letter were as follows:-
- Following the closure of Aberffraw School, the closure of Bodorgan School would mean leaving "a substantial rural area in the South East of Anglesey without educational facilities".
  - The closure of Bodorgan School would be a "serious threat to the existence of rural communities and could mean the end of the Welsh language".
  - Suggested that the authority should reduce administrative costs to a minimum.
  - Concern about transporting young children and "exposing them to antisocial behaviour".
  - Concern about the future of the Community Centre and also the school and the local community.
  - Why have the schools in Pencarnisiog a Rhosneigr not been included in the consultation?
- 5.3 4 respondents (5%) were concerned that **class sizes** would become large if any reorganisation took place.
- 5.4 8 respondents (9%) **praised** the school and staff for their good work.
- 5.5 2 respondents or 2% were concerned about the implications of any reorganisation on the local **Cylch Meithrin** nursery group.
- 5.6 4 respondents (5%) were of the opinion that it would be better to **spend** on improving the quality of the Bodorgan School building rather than spending on a new building.
- 5.7 7 respondents (8%) were of the opinion that the **school site is big enough** to allow the extension of the school building.
- 5.8 A petition with 60 signatures was received asking the Authority to "keep Bodorgan School open".
- 5.9 No letter was received from the Governing Body of Bodorgan School.
- 5.10 A letter was received from Bodorgan Community Council who "totally oppose any plan to abolish an educational establishment from the community of Bodorgan". The other points noted were similar to those noted in 5.2. above. A copy of the letter from Bodorgan Community Council has been included in [Appendix 2](#).
- 5.11 A letter was received from the Chair of Bodorgan Community Centre "totally opposing any plan to abolish basic education provision from within the community of Bodorgan". A copy of the letter from the Bodorgan Community Centre has been included in [Appendix 3](#).
- 5.12 The Malltraeth Ymlaen company were not supportive either of "any plan to remove primary education provision from this community". A copy of the Malltraeth Ymlaen company's letter is included in [Appendix 4](#).
- 5.13 5 of the standard forms were signed by residents of Aberffraw but a parent stated in a letter that she praised the school staff for their work and the good progress made by her children. She felt that

Bodorgan School should be extended so that other children could benefit from the education there.

5.14 Some Aberffraw residents agreed with this concern and that some pupils may have to “face a change in their primary education for the second time as the village school closed in 2011”.

5.15 A copy of the Aberffraw Community Council letter has been included in [Appendix 5](#).

## 6. RESPONSES FROM BRYNSIENCYN SCHOOL

6.1 A total of 151 responses were received from school stakeholders – 31 or 21% of them from parents. Of these, 44 or 29% were presented via the comments form with a standard covering page. 12 respondents or 8% agreed with the recommendations in relation to the ‘reasons for change’. The responses received in the feedback forms were grouped under the categories noted below.

6.2 One proposal supported by many (67 respondents, 45%) was to :

- “Merge Dwyran School and Brynsiencyn School at Brynsiencyn”
- “Merge Bodorgan School and Newborough School at Newborough
- “Merge Llangaffo School and Parc y Bont School at Llanddaniel”.

Related to this, 14 respondents or 9% of the respondents were of the opinion that the school site was big enough to allow the extension of the school. 3 respondents (2%) mentioned that Dwyran School was “susceptible to flooding”.

6.3 A number of stakeholders (32 or 21%) felt that Brynsiencyn School was a school born out of the **community** “and that it was central to village life”.

6.4 Many respondents (23 stakeholders or 15%) mentioned that they could **walk** to school with their children in the mornings and go to meet them at the school in the afternoon, at the end of the school day. They were of the opinion that the school site was safe to enable them to walk to school. They also argued that transporting the children to school in a location outside of the village would increase the carbon footprint and that it would be unsafe to **transport** them by bus (37 respondents or 25%).

6.5 9 respondents (6%) were concerned about the potential impact of any primary school reorganisation plan in the area on the **Welsh Language**, with reference to statistics in the consultation document that 72% of pupils come from Welsh speaking households.

6.6 Other factors referred to were:-

- What implications would there be to the local **Cylch Meithrin** nursery group (7 respondents or 5%).
- **Class sizes** in any new school (2 respondents or 1%).
- **Installation of photovoltaic or solar panels** in the existing school to reduce costs (2 respondents or 1%).

6.7 A copy of the letter from the Governing Body is included in [Appendix 6](#).

6.8 A copy of the letter from the “Save Brynsiencyn School Action Group” is included in [Appendix 7](#).

6.9 A copy of the letter from Llanidan Community Council is included in [Appendix 8](#).

## **7. RESPONSE FROM DWYRAN SCHOOL**

- 7.1 Only one response was received from Dwyran School stakeholders, from a parent. She supported option 2 “one new school to replace Bodorgan, Brynsiencyn, Newborough and Dwyran schools and one new school for Llangaffo and Parc y Bont”. She was not in favour of option 1 as, in her opinion, it would not “give a pupil the sense of community that should be given by a smaller school”.
- 7.2 A letter was received from the Bro Rhosyr Governing Body, the Governing Body for the Newborough and Dwyran schools. A copy of the letter has been included in [Appendix 9](#).

## **8. RESPONSE FROM NEWBOROUGH SCHOOL**

- 8.1 The only response received from Newborough School was the letter from the Bro Rhosyr Governing Body which is the Governing Body of the Newborough and Dwyran schools. A copy of the Governing Body’s letter is included in [Appendix 9](#).

## **9. RESPONSES FROM LLANGAFFO SCHOOL**

- 9.1 A total of 96 responses were received from school stakeholders.
- 9.2 73 or 76% of these responses were in the form of a standard bilingual letter. The main points in the letter were:-
- Concern that the closure of Llangaffo School “would have a detrimental effect on the social and economic future of the whole village”.
  - The school is “performing well” and signatories of the letter saw “no reason as to why this shouldn’t continue”.
  - They objected to “any proposal to merge” Llangaffo School with Newborough School as the basic values and culture of both schools were entirely different”.
  - If the school closed, they were concerned “that neither current parents nor prospective parents would have a choice as to the type of school or atmosphere within which their child would be taught”.
  - According to stakeholders, “most parents who send their children to Llangaffo School do this because of the size of the school, the links with the Church and the school’s reputation”.
  - Having noted that they were “totally against the closure of the school”, the stakeholders stated, if the Authority “decided to proceed with the closure of the schools and build a new school or schools”, the “only acceptable option would be to merge with Parc y Bont School, Llanddaniel as both schools are Church schools”.
- 9.3 Llangaffo School staff stated “that a wise starting point would be the merger of the Dwyran, Newborough and Brynsiencyn Schools” in a new school and that both schools (Llangaffo and Parc y Bont) should be federalised”. A copy of the letter from staff is included in [Appendix 10](#).
- 9.4 An e-mail was received from the Plaid Cymru Parliamentary Candidate for Anglesey. He was eager for the Authority to “consider federalisation as part of any final solution”. In his conclusion, he stated that he “believed that the final solution lies in a combination of the options and not in one specific option”. He thanked the officers for “all the effort involved in conducting the consultation” which was “extremely comprehensive and thorough”.
- 9.5 One former pupil stated that there weren’t “many church schools on the Island” and asked “Do you want to close two of the church schools?”. Another question he asked was “Why close and waste money when the Llangaffo and Parc y Bont schools are successful in all they do?”

## 10. RESPONSES FROM PARC Y BONT SCHOOL

- 10.1 A total of 40 responses were received from the school and 24 or 60% of the responses were received from parents.
- 10.2 14 or 58% of these parents thought that Ysgol Parc y Bont should be left as it is and that it should not be included in this consultation.
- 10.3 An important factor for 8 parents (33%) was the value and use of the school for the community.
- 10.4 The suggestion put forward by 5 parents (21%) was that Parc y Bont School should be extended to include Llangaffo School pupils.
- 10.5 6 (25%) parents praised the school staff and 3 parents (13%) stated that the fact that both schools were church schools [voluntary controlled] was an important factor in choosing a school for their child.
- 10.6 As regards the options put forward, 4 parents or 16% were in favour of option 2.
- 10.7 Other factors which were a cause of concern for other parents were:-
- That the decision had already been made.
  - The impact of any change in the primary education provision in the area and the travel time to school.
  - What would be the impact of any change in the primary education provision on pupils' special educational needs?
  - A lack of information regarding the potential costs of any change in provision in the area.
  - The impact of any change in the primary education provision in the area on the Meithrinfa Siwgr Plwm nursery located in Llanedwen.
  - The impact of any change in primary school provision on the Welsh culture of the island.
- 10.8 6 of the remaining respondents thought that Parc y Bont School should remain as it is and that it should not be included in this consultation.
- 10.9 Other factors mentioned by respondents who were not parents:-
- The value and use of the school for the community.
  - The school is a Church School [voluntary controlled] and this is an important factor in any reorganisation.
  - Option 2 should be the favoured option.
  - The impact of any change in the primary education provision in the area on the After-school Club.
  - The cost of any change.
  - A suggestion that option 5, some kind of federation, should be the favoured option.
- 10.10 Two petitions against the closure of Parc y Bont School were received with 248 signatures of former pupils and the other with 246 signatures.
- 10.11 A copy of the Governing Body letter is included in [Appendix 11](#).
- 10.12 A copy of the Llanddaniel Fab Community Council letter in [Appendix 12](#).



## 11. RESPONSE FROM THE CHURCH IN WALES

- 11.1 Lifelong Learning Department officers consulted with the Bangor Diocese Education Department before the informal consultation period. Despite being under no obligation to do this, a similar procedure to that outlined in the School Organisation Code 2013, part 3.4, paragraph 3 [page31] was followed. A bilingual letter was received from the Bangor Diocese Education Department via e-mail on 21 December 2014. Eight bullet points were noted in their letter but, in terms of options, the Bangor Diocese Education Department is of the opinion that “Option 2 would be an appropriate option, although the Diocese would have concerns, if one of the existing school sites would be used for a new school, that all parents of the pupils in the other school would not transfer their children to the ‘other’ site, because of local geography, road infrastructure and the apparent tendency for parents to travel north towards the A55, rather than east or west ‘out of their way’”. A copy of the letter from the Diocese’s Education Department is included in [Appendix 13](#).

## 12. OTHER RESPONSES

- 12.1 Lifelong Learning Department officers also consulted with several other stakeholders and a reply was obtained from *Undeb Cenedlaethol Athrawon Cymru* (National Union of Teachers Wales or UCAC). A spokesperson stated on behalf of the union: “UCAC is glad to see a range of options being presented and hopes that the Council will give full regard to any other options suggested as part of this consultation. While recognising that the *status quo* is not a realistic choice, UCAC is not in a position to support any individual option at the expense of others”. A copy of the e-mail from UCAC is included in [Appendix 14](#).

## 13. PARENT QUESTIONNAIRES

- 13.1 A questionnaire was sent to parents asking which factors were important in making the decision about which school their child attends. Parents were asked to list the factors of importance to them when they chose a school for their child. The results are summarised in the table below: -

Importance of the factor	Bodorgan	Brynsiencyn	Dwyran	Newborough	Llangaffo	Parc Y Bont
First	14	6	1	14	6	14
Second	6	14	14	1	14	6
Least but one	4	4	10	10	7	7
Least	10	10	4	4	10	10

The table below defines factors 1, 4, 6, 7, 10 and 14:

No.	Factor
1.	Ensuring my child attends the school of our catchment area
4.	The status of the school i.e. whether it is a ‘church school’
6.	The school has a good name in the community
7.	The school’s near the grandparents/childminder’s home
10.	You want your child to attend a large school (<90)
14.	The school is well led and managed.

It can be seen that factors 14 (The school is well led and managed) and 6 (The school's reputation in

the community) is important for parents across the 6 schools whilst factor 10 (You want your child to attend a large (> 90)) is the least important to parents in 4 of the schools.

Factor 4, the status of the school i.e. if it is a 'church school', was the fifth most important for parents of pupils at Llangaffo School while it was the ninth most important factor for the parents of the Parc Y Bont.

A questionnaire was sent to prospective parents to for them to inform the authority as to which factors were important to them in deciding which school their child attends. Prospective parents were asked to list the factors of importance to them when they choose a school for their child. The results are summarised in the table below: -

<b>Importance of the factor</b>	<b>Bodorgan</b>	<b>Brynsiencyn</b>	<b>Dwyran</b>	<b>Newborough</b>	<b>Llangaffo*</b>	<b>Parc Y Bont</b>
First	None received	14	None received	1	6	None received
Second		8		2	14	
Least but one		1		4	7	
Least		2		10	10	

\*These questionnaires were completed by parents who had children in the 'main' school.

The table below defines factors 1, 2, 4, 6, 7, 8, 10 and 14:

1.	Ensuring my child attends the school of our catchment area
2.	Distance to the school – able to walk there
4.	The status of the school i.e. whether it is a 'church school'
6.	The school has a good name in the community
7.	The school's near the grandparents/childminder's home
8.	Child's friends attend the school
10.	You want your child to attend a large school (>90)
14.	The school is well led and managed.

Apart from the questionnaires above, highways officers asked parents about their reasons for choosing the school that their child or children attends:

School	Reason for choosing the school										
	Local	No response	Good school	Good and local	Church	Small	Family in the area	Local school closed	Used to live there	No other nursery	Other
Brynsiencyn 1	100%										
Brynsiencyn 2	92%	8%									
Bodorgan	95%									5%	
Dwyran	93%										7%
Newborough	100%										
Llangaffo 1	47%		16%	11%	21%	5%					
Llangaffo 2	42%		37%		16%						5%
Parc y Bont	33%	2.5%	50%			2.5%	7	2.5%	2.5%		

The figures show that for the school to be a local one is important to the vast majority of parents in Brynsiencyn, Bodorgan, Dwyran and Newborough Schools but was not as important in the other two schools. The second and third most important factors for parents at Llangaffo and Parc Y Bont Schools were a good name for the school and connections with the Church (in Wales).

## 14. FEEDBACK FROM PUPILS

14.1 Officers from the Youth Service held short meetings with a representation of pupils from each of the six schools.

It was explained to the pupils that a consultation had been held with the adults in the community, but this was the opportunity for the children from the area to voice their opinions on the Council's plans for school modernisation. This was a chance for the children to have their say on the options being proposed for this area. Officers from the Youth Service said they will then feedback this information to the Councillors as part of the Informal Consultation.

It was explained that the reasons for modernising were:

- Anglesey has too many vacant places in the schools
- It was costing too much to continue with the current number of schools
- Make sure all pupils had a good education
- Make sure that every school was modern and had good equipment

They could name all 6 schools that are part of this Modernisation Plan. They are Newborough, Brynsiencyn, Bodorgan, Dwyran, Llanddaniel (Parc y Bont) and Llangaffo.

Each group was asked the following questions:

- What did the pupils like about their current school?
- What do you think of the options (in the consultation document)?
- Did they agree with the reasons for change?
- Other comments from the Questionnaires

The responses are outlined below (a more detailed report is included in Appendix 15).

14.2 **Question:** What did the pupils like about their current school?

Bodorgan	Brynsiencyn	Dwyran
We don't get lost here; lot of room to play; everyone are friends; kind teachers and they look after us well; the focus is on individuals – and we have plenty of time to finish our work; there is a lot to do in playtime – hopscotch, netball, a large playing field with lot of equipment, and ball games; plenty of books to read; I learn a lot more here than I used to in my old school; I mix with a lot of friends; there is no bullying in this school as there used to be in my old school; there are evening activities held in the school – bingo, line dancing; there are clubs in the school – breakfast club, computer club, gardening club; I would like to start a nature and trees club; this school is	Playing with friends x 4, and everyone are like a family; Learn Welsh, maths and nature; Good Teachers; Football; Gold Time on Friday – play with computers – and we have chips + pizza for dinner; the Garden; work displayed on the walls help us with our work; Clubs – Urdd, Football, Folk Dancing, Disco + Games; A large playing field – with room for football, rugby, bike classes, and tree planting; the work; have fun; technology and computers here; lots of work on display; school uniform; learn a lot and lots of good work done here; games at playtime when it rains; gymnastics; singing lessons; I like [REDACTED] the dinner lady; Trips	Good Teachers and other support staff; it is a welcoming school and the children feel comfortable in it; everyone know each other; they like the after-school club and the breakfast club; had participated in Campau'r Ddraig; the Green Club had started making a greenhouse out of plastic bottles; having a playing field is important to them; they liked being able to walk to school.

<p>different to all other schools; it's fun; I learn a lot here; I have more attention from the teachers; good teachers; I can turn to the teachers if I have a problem; we are healthy here; there is a large yard and playing fields; I've been here for a year and I have learnt to speak Welsh, where I didn't learn the language at all when I was in a Welsh language stream in my last school</p>		
<p><b>Newborough</b></p>	<p><b>Llangaffo</b></p>	<p><b>Parc Y Bont</b></p>
<p>Lego; Good Teachers; they learnt well with their friends; the children produced good work, the layout of the classes, Teachers that make the lessons fun; Good Playground, Gardening with the pupils growing all sorts of vegetables; everybody know each other.</p>	<p>Feels like a family; I know everybody; Friends; Work well as a group; No need to travel very far; No bullying, Respectful Teachers; Good work being done; Everybody has fun; Feel safe here; Able to walk to school; Can bike to school; Nice things; Kind and excellent teachers; I know the school; We are rewarded (the Treasure Box scheme); Technology is good – white board, wi-fi, computers, I-pads, kindles; Friends close to home; I like lessons like maths, writing stories and the teacher helps me; Good games on the yard - Chicken or hero, hopscotch, football (although the field is too wet in winter); lovely setting with the view of the mountains, and beautiful when there is snow; nature; nice to be close to school; the best school in the world, the best friends in the world, and the best staff in the world [redacted] at helping me; everybody is nice in the school.</p>	<p>It's a happy school, they have friends here; a small school and you know everybody; like the work; I Like playing challenge and having fun and playing games; It's nice to speak Welsh; one pupil had moved here from another school because of bullying; the clubs that meet in the school are a hub for the community; they would be worried about bullying in a big school; if the school closed the community wouldn't be so close; there is a football club, cookery club, craft club, youth club, fun club, breakfast club, a gardening club, a Christmas Fair, and a choir here; we like the school; we feel like a family; there are no bullies here; we're comfortable here – we know the routine; good teachers; the school is the only thing left in the village – no village hall or shop here; we like the two cooks.</p>

14.3

**Question: What do you think of the options (in the consultation document)?**

<p><b>Bodorgan</b></p>	<p><b>Brynsiencyn</b></p>	<p><b>Dwyran</b></p>
<ul style="list-style-type: none"> <li>• None of the pupils want to see Ysgol Bodorgan close, and most noted that they did not want to see any change. All other options were a second choice (and some pupils would not consider any of the options</li> </ul>	<ul style="list-style-type: none"> <li>• None of the children wanted Ysgol Brynsiencyn to close. All the options were a second choice. 9 did want to see the school close, and did not want to consider any of the other options</li> </ul>	<ul style="list-style-type: none"> <li>• The three members of the Council were in agreement that they preferred Option 1 – that is have a new school for pupils of all 6 schools.</li> <li>• A chance to make new friends, and they already</li> </ul>

<p>as a second choice)</p> <ul style="list-style-type: none"> <li>• One was of the opinion that the Council should be closing all large schools because of the bullying that went on in them, and maintain the small schools.</li> <li>• Everyone is like a family in a small school and look after each other.</li> <li>• The only advantage that may be considered in a large school, would be having more teachers, and better equipment e.g. laptops instead of computers.</li> <li>• They wanted the teachers to move with them</li> <li>• Some pupils would move to Ysgol Pencarnisiog, rather than the options that were being offered in the modernisation plan.</li> <li>• A new school would cost an enormous amount of money, and would probably cost a lot more than keeping the small schools.</li> <li>• Several pupils did not want any option that united them with Newborough school.</li> </ul>	<ul style="list-style-type: none"> <li>• 4 were willing to consider Option 1 – join all the schools to have a new school, as long as it was in Brynsiencyn</li> <li>• 3 wanted Option 1 – Superschool – offering an imaginative array of resources including science, a bakery, swimming, café, football, cricket, tennis and rugby, and a fashion school</li> <li>• 11 wanted Option 2, but to have the new school in Brynsiencyn</li> <li>• 1 wanted Option 2 (but with all the resources listed with the list for the ‘superschool’)</li> <li>• 2 wanted option 3 (but with all the resources listed in the s’superschool’)</li> <li>• 4 wanted Option 4 (but only if it was in Brynsiencyn)</li> <li>• 1 wanted Option 5 – i.e. move the children from Llangaffo to the present school at Brynsiencyn</li> </ul>	<p>knew children from other schools</p> <ul style="list-style-type: none"> <li>• They wanted the school to be central to the area, as they didn’t like travelling</li> <li>• They liked being able to walk to school as they did now</li> <li>• They wanted to still have somewhere to meet for evening activities like the Urdd and Youth Club etc</li> <li>• They were uncertain if they would move on to Ysgol Llangefni or David Hughes</li> <li>• They wanted more playing area, a garden and a football pitch in the new school</li> <li>• They would like to design the logo for a new school and see the plans</li> </ul>
<p><b>Newborough</b></p>	<p><b>Llangaffo</b></p>	<p><b>Parc Y Bont</b></p>
<ul style="list-style-type: none"> <li>• Concern about small children having to travel by bus to a school in a central area – one pupil told us that she had a little sister in the Infants. She would not want to see her having to go to school by bus.</li> <li>• They were worried that the teachers would not have the time to give the children the same level of attention</li> <li>• They did not want more than 2 school years in one class</li> <li>• There would be more children to make friends with</li> <li>• Would there be more bullying in a big school, and would the teachers have enough time to deal with this</li> <li>• What if a child was sick. Would there be a room for them to wait for mum or dad to come and fetch them. What</li> </ul>	<ul style="list-style-type: none"> <li>• None of the children wanted to see Ysgol Llangaffo close, and all the options were a second choice.</li> <li>• Option 1 – 4 chose Option 1 (unite 6 schools) – a chance to make new friends, have a class with everyone the same age. One wanted to join the other schools, only if the new school was in Llangaffo.</li> <li>• Option 2 – 9 opted for Option 2 (join with Ysgol Parc y Bont), but only if they could take their teachers with them, and didn’t have far to travel. 1 felt there was less room in the village (Llanddaniel ?). One wanted to unite both schools in Llangaffo, extending the present building.</li> <li>• Option 3 – 2 wanted Option</li> </ul>	<p>Join some of the present schools and no new buildings</p> <p><b>Verbal comments and comments on the Questionnaires</b></p> <ul style="list-style-type: none"> <li>• None of the pupils want to see Ysgol Parc y Bont close, and all the other options were second choices</li> <li>• They were in agreement, if change was needed, then they would like to suggest another option, which was to keep Ysgol Parc y Bont, and extend it to bring the pupils from Llangaffo to join them, as that is also a Church School.</li> <li>• If they had to have a new building, then it needed to be somewhere central,</li> </ul>

<p>would happen if mam didn't have a car?</p> <ul style="list-style-type: none"> <li>• They would want their present teachers to move with them</li> <li>• Sad face if he had to travel from one end to the other of a big area. New school needs to be central</li> <li>• 3 of the children said they suffered from travel sickness if they had to go any distance in a bus, and this worried them.</li> </ul>	<p>3 (join Parc y Bont and Brynsiencyn)</p> <ul style="list-style-type: none"> <li>• Option 4 – 1 opted for Option 4</li> <li>• 5 pupils would want to move to Ysgol Niwbwrch in its current situation (Option 5) as it was close enough for them to walk to school.</li> <li>• Option 5 – were still adamant that they did not want any of the other options, but that Ysgol Llangaffo should remain open.</li> </ul>	<p>but they did not want to see more than 150 pupils in the school, and they would prefer it to be for 120 pupils, as was suggested in Option 2.</p>
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14.4 **Question:** Did you agree with the reasons for change?

<b>Bodorgan</b>	<b>Brynsiencyn</b>	<b>Dwyran</b>
They understood the reasons but did not agree with them.	They understood them, but were not in total agreement with them	3 agreed with the reasons for change
<b>Newborough</b>	<b>Llangaffo</b>	<b>Parc Y Bont</b>
6 didn't agree, and one agreed (but was uncertain)	About half and half in agreement/disagreed with the reasons for change	They understood the reasons but did not agree with them.

14.5 **Question:** Any other comments?

<b>Bodorgan</b>	<b>Brynsiencyn</b>	<b>Dwyran</b>
<p>Concerns</p> <p>Bullying was noted a concern in most questionnaires</p> <p>Having different teachers</p> <p>Travelling to school, as everyone currently live close by</p> <p>They wanted the teachers to move with them</p> <p>Concerned about getting to know other children in a large school as they were shy</p> <p>One noted that he/she would have a 'nervous breakdown' if there were too many children</p> <p>Children being pushed around</p> <p>Mosts expected to move on to Ysgol Gyfun Llangefni, but some also intended to go to Ysgol Uwchradd Bodedern.</p>	<p>Many saw it as a chance to make new friends</p> <p>More room and a bigger yard to play football</p> <p>If we move then we would want more ipads, more things to play with and a swimming pool</p> <p>Transport would have to be provided</p> <p>Many imaginative resources listed as requirements for a 'Superschool'</p> <p><u>Concerns</u></p> <p>Travelling – and having to wait for a bus in the rain</p> <p>Did not want to see Ysgol Brynsiencyn demolished</p> <p>Lot of pupils will mean a high level of noise – a big concern for one pupil</p>	<p>In the any other comments all 3 noted that they would like to make new friends. Also that they wanted somewhere to meet in the evenings, or in evening clubs.</p>

	<p>It will be dark when we set off and when we come home          Didn't want to see the infants and the children in Ysgol Feithrin having to travel by bus          Wouldn't know everyone - 'rivals'          Difficult for parents who don't have cars          Noisy          Bullying x 8          Wouldn't know where the toilets are          No room to play          Losing good teachers          Infants would be far away from home          Would affect the Welsh language          Too many children          Swearing          I wouldn't see my big sister in the yard, and no big yard</p>	
<b>Newborough</b>	<b>Llangaffo</b>	<b>Parc Y Bont</b>
<p><b>If you had to choose, which option would you prefer?</b></p> <ul style="list-style-type: none"> <li>• 2 agreed with Option 2</li> <li>• 4 agreed with Option 5 – of these 2 would want to see children from Dwyran joining Newborough, 1 would want to see children from Dwyran and Bodorgan coming to Newborough, and 1 wanted to see children from Dwyran or Bodorgan joining them.</li> <li>• 1 undecided</li> </ul>	<p>In the comments 16 have noted that they want to take their teachers with them, and 5 complimented their teachers. One wanted to take the Headteacher with them as well.          Concerns if they had to move:          - More bullying in a bigger school          - Didn't want far to travel          - Would take time to settle          - Might get lost          - I wouldn't know everyone</p> <p>Things that may be good in a new school          - New building          - More friends          - More new things (technology)          - Not so much change to go from a bigger school to High School          - Would like some team building sessions before moving          - Would like the chance to get to know some children from other schools before moving          - One group wanted to take their art work, which had meant a lot of work, to the new school</p>	<p><u>What they would like to see if they had to move to a new school</u>          2 – would want the teachers to move with them          2 – noted that they liked their teacher          2 – wanted to remain in this school          Good School Council          Eco School          3 – wanted to stay in a church school</p> <p><u>Concerns</u>          Bullying x 4          Wouldn't know everyone          Many children with the same names          All the children were likely to go to Ysgol David Hughes when they moved up to Secondary. If they were united with Llangaffo, then it would mean some pupils would go to Ysgol Gyfun Llangefni.</p>



## 14.6 Conclusion

<b>Bodorgan</b>	<b>Brynsiencyn</b>	<b>Dwyran</b>
<p>The children were united in a strong feeling that all the options were a second choice, as they did not want to see Ysgol Bodorgan close. 4 selected Option 2 – with one noting that a larger school would give more opportunity to learn science and having a café; 1 opted for Option 1, but 9 were not willing to put their name to any of the Options, as they wanted Ysgol Bodorgan to remain as it was.</p> <p>Some stated that they had already moved from other schools – 3 from parental choice, and several had been moved from Aberffraw when that school closed, therefore they were unwilling to move again.</p>	<p>The pupils were united in saying that they would prefer to stay in their current school.</p> <p>Many saw merit in having a new school, but there was a difference of opinion with whom they would like to share a school, but all wanted a new school to be built in Brynsiencyn, because there is a large site here, and it is on the way to work for parents from other villages.</p> <p>9 did not want to consider moving or any of the options</p> <p>4 were willing to consider Option 1 – that is bring the pupils from all the schools together, and there were very imaginative ideas, of what they wanted to see in this new school. The highest number (12) favoured Option 2 (uniting with Dwyran and Newborough) to have better resources, but they wanted to see the school in Brynsiencyn.</p> <p>An imaginative list of what they would require in a new school – good playing fields for rugby, football, and cricket, science resources a priority for quite a few pupils, a fashion school and a Swimming Pool!!</p> <p>There were no strong feelings in this school about not wanting to join with any specific village, as long as the other schools were moving to join them.</p>	<p>The children were unanimous in wanting Option 1.</p>
<b>Newborough</b>	<b>Llangaffo</b>	<b>Parc Y Bont</b>
<p>On the whole, the children did not want to see schools being joined together, even if it meant a new school, but if they had to join, then they saw joining with Dwyran, Bodorgan and possibly Brynsiencyn as the best option for them.</p>	<p>Unanimous feeling that they did not wish to move from Ysgol Llangaffo. If they had to then there was a majority feeling that uniting with Parc y Bont, or Parc y Bont and Brynsiencyn, would be the preferred option, but some also would rather move to Newborough, if it meant they could walk to school. They were</p>	<p>The children were united in a strong feeling that they did not want to see the present school close, and did not want to move from Parc y Bont. They want to see the school remain in the present building, but wanted the councillors to consider a new suggestion, to extend the current school, and bring Llangaffo</p>

	willing to discuss in a reasoned and balanced manner, and didn't see a move as a huge threat, but only <b>if they had to move</b> (as long as the teachers moved with them).	children to join them, as this is also a church school.
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14.7 The responses highlighted some common issues.

In relation to the question "What did the pupils like about their current school?", common responses included "good teachers, playing with friends, "able to walk to school" and "learning and speaking Welsh".

The question: "What do you think of the options (in the consultation document)?" drew varying responses e.g not wanting "to see any change", "preferring Option 1", "a chance to make new friends". There was some concern about travelling to a new school and opinion about the options was mixed.

The third question - "Did they agree with the reasons for change?" revealed that the pupils understood them but on the whole did not agree with them.

Point raised under "Other Comments" included:-

- Concerns about bullying
- Having different teachers and wanting their current teachers to move with them
- Concerns about having too many children in the school
- An opportunity to make new friends
- Concerns about travelling to a new school

In summary, most pupils did not want change although some still had imaginative ideas for a new school

## 15. TRAFFIC SURVEYS

15.1 During the Informal Consultation period of November 17 – December 21 2014, parents voiced their concern about traffic safety issues outside some of the schools under consideration. It was decided that an officer from the Highways department of the Council should complete a traffic survey at each of the 6 schools in question during the month of January 2015 (weather conditions were recorded). The survey consisted of two parts:-

In the first part, the Highways Officer recorded the number of children arriving on foot and by car - during the morning drop offs and the afternoon collection times. In the second part, the parents were asked to complete a short 3 question survey designed to identify where had they travelled from (home post code), and to where was their onward journey. The Highways Officer observed some traffic safety issues on some of the school sites - these are recorded in the issues log below.

### **Brynsiencyn School**

Of those arriving at the school, 69% arrived on foot on one day and 76% arrived on foot on another day. The parents' postcodes indicated that all lived within the school's catchment area. The onward journeys of those not returning home were towards Llangefni, Menai Bridge and Bangor.

The Highways Officer observed:- “Very little use [is made] of the entrance at the front of the school. Most picked up and dropped off at the side entrance of the school. Fairly high percentage of parents parking on the School Keep clear area on the road in Tre Fenai as the area either side of this was occupied by householders living nearby. Once the morning drop –offs got a bit busier the large area car park (opposite the side entrance) was then used. Gate at side of school locked after 9.00am every morning by staff.”

The “Pick up in the afternoon was staggered and almost all people parked in a safe manner further along Tre Fenai road or most parked in the large area car park area.”

The risk here is people parking on the School Keep clear signs.

Recommendations
<ol style="list-style-type: none"><li>1. Encourage the use of the front of the school.</li><li>2. Install bilingual sign reading ‘no access for vehicles except school staff and deliveries’</li></ol>



The figures show that a large percentage of pupils walk to the school as they are local to the school. Traffic arrangements around the school are deemed to be safe.

### **Llangaffo**

Of those arriving at the school, 63% arrived on foot on one day and 52% arrived on foot on another day. The Highways Officer recorded the number of children arriving on foot on two different days and the parents' postcodes indicated that 21% and 28% lived within the school's catchment area. The onward journeys of those not returning home were towards Llangefni, Caernarfon, Menai Bridge, Bangor and Colwyn Bay.

In his report, the Highways Officer stated: –“Some congestion on the main B4419 road outside of the school. Staff all park on both sides of the main road adding to the congestion. Most parents avoid parking on the Keep Clear road markings, with some parking for short periods on end of these markings. Drop off in the morning from 8-8.30am fairly uneventful. 8.30 onwards can result in parents parking either side of the private estate road which is not ideal for traffic attempting to exit the estate. Collection of children after school at 3.10 and 3.15pm slightly congested on the B4419 road again parking near the private estate entrance. The chicane caused by the parking regime can have a beneficial effect in slowing the through traffic down somewhat.

One single pedestrian access in use – no formal crossing point available because of lack of any footway in front of the old garage.

#### Recommendations

1. Space on the Llangefni side of the school could be utilised for staff parking to reduce the numbers of long term parking on the main road. Construct a new entrance and gate to let staff park within the school grounds that is not utilised by children – Approx cost £1000.
2. Classes are let out at 3.10 and 3.15pm – any increase in this staggered time would likely reduce the amount of parents queueing in the afternoon.

Many pupils attend this school from outside the catchment area. However, the Highways Officer describes congestion problems in the morning and afternoons on a fairly busy B road and the lack of a formal crossing point.

#### Dwyran

Of those arriving at the school, 65% walked to the school. parents' postcodes indicated that 80% lived within the school's catchment area. The onward journeys of those not returning home were towards Llangefni, Bodorgan, Bangor and Holyhead.

#### Observation

Drop – offs to school between 8.00and 8.30am and from 8.30 onwards make use of the significant length available of parking spaces. Pick-up from school at the 3.00pm and 3.30pm periods again reduce the amount of people waiting on the roads without any problems. Staff parking within the school grounds came in at a time that did not conflict with arriving children.

#### Recommendation

1. Drop – offs to school between 8.00and 8.30am and from 8.30 onwards to make use of the ample parking spaces.
2. Pick-up from school at the 3.00pm and 3.30pm periods again reduce the amount of people waiting on the roads without any problems.
3. Staff parking within the school grounds came in at a time that did not conflict with arriving children.

The figures show that a large percentage of pupils walk to the school as they are largely local to the school. Traffic arrangements around the school are reasonable but parents park on the road out of the village.

## **Newborough**

Of those arriving at the school, 83% walked to the school. Parents' postcodes indicated that 89% lived within the school's catchment area. The onward journeys of those not returning home were towards Llangefni, Menai Bridge, Bangor and Conwy.

The Highways Officer observed that “cones put out every morning along the front of the School Keep Clear road markings to ensure compliance”.

He noted that there is “enough room along the highway in front of the school to accommodate all vehicles dropping off children. Many vehicles parking quite near or on the junction to the B4421 Road and is technically a motoring offence. Afternoon pick up of children is staggered and shows no congestion or risk. All staff park within the school boundary. A 20mph zone is established in the area. Main gates closed after 9.00am.”

### **Recommendations**

1. Staff to arrive at work at an agreed time, to avoid the rush of children coming into the main entrance between 8.45 and 8.55am.
2. A higher visibility school warning sign on the main B4421 road could be introduced to warn that there is a school after taking the left turn in to Newborough. Estimated cost £400

The figures show that a large percentage of pupils walk to the school as they are largely local to the school. Traffic arrangements around the school are deemed to be safe.

## **Parc Y Bont**

Of those arriving at the school, 46% walked to the school. Parents' postcodes indicated that 53% lived within the school's catchment area. The onward journeys of those not returning home were towards Llanfairpwll, Menai Bridge, Dwyran, Brynsiencyn Bangor and Holyhead.

The Highways Officer's Observations were :-

“School staff parked early on in their dedicated 7 parking bays before the majority of children are delivered to school. On the day of observation 3 bays for pickup and drop-off in front of the school were occupied by people either attending a course at the school that day or may have been the school's own staff. This left 2 parking bays for dropping-off children in the morning.

At 8.0-8.30am traffic was partially congested as parents had only 2 dedicated drop –off parking bays to use and hence started to double park in front of the staff parking area. Vehicle speeds were low and the drop –offs at the school were fairly calm and people crossed over to the school safely as the centre of the road was mostly clear.

During the period around 8.45am for about 5 minutes many cars arrived at roughly the same time. As a result there were numerous vehicles double parked in front of the staff parking area, the pick up and drop off areas were full and vehicles were trying to traverse the remaining area of road left in the middle and also park and drop off in this same ‘live lane’. Both sides of the school road were full up as far as the junction with the main Highway.

The afternoon pick up was staggered at 3.00pm and the next was at 3.15pm. There were about 18

cars parked on both sides of the internal school road just before 3.00pm and some out on the main Highway. Children did not come out of the school all at once but were naturally staggered (for whatever reason) and parents collected their children without much conflict from other vehicles. There were numerous activities on in the school after hours and a further 15 children were staying on to be picked up at later times.

The risk is “that as the number of parents bringing their children into school has increased over the years, ... the existing Traffic layout in front of the school has not been designed to accommodate such numbers or can handle sudden influx of vehicles.”

“During the busy five minutes when many cars appeared at the same time a situation of increased risk has arisen with two lanes of stationary parked vehicles and one live lane of traffic sometimes dropping children off being in conflict with each other. There was a small risk of vehicles coming into contact with each other at slow speeds and in itself might not be dangerous but the risk of people coming into contact with vehicles would be more serious. There may only be a low probability of a child or parent being injured in some form of collision with but the consequences of such an event would be serious in nature, and so an effort should be made to reduce the risk.”

#### Recommendations

1. Ensure pick-up and drop off areas are not used for parking throughout the day (by school staff enforcement)
2. Increase the number of pick-up and drop-off spaces – possibly the area between the school front boundary wall and the Highway – i.e. convert the verge into 7 spaces. Wall would need removal – cost approx. £15k.
3. Build more parking places for staff and visitors – land availability would be a problem and each space costs £1.5 – 2.0K.
4. Stop any double parking in front of the staff parking area. (Enforcement by school staff?)
5. Encourage more people to walk to school with their children Manage the arrivals of vehicles by staggering times of arrival for different classes.

Many pupils attend this school from outside the catchment area. The Highway Officer’s comments point out the potential dangers of parking at this school and that an “effort should be made to reduce the risk”

#### **Bodorgan**

Of those arriving at the school, 0% walked to the school, 12% arrived by minibus and the remaining 88% arrived by car. Parents' postcodes indicated that 80% lived within the school's catchment area. The onward journeys of those not returning home were towards Llangefni, Malltraeth, Bangor, Talwrn and Aberffraw.

The Highways Officer’s observations were:-

“Currently all staff park within the school confines at the front. Keep clear signs painted all along the front of the school are in place and a few vehicles park on them and drop children at the school. Most parents park in front of the side entrance to the school which technically may not be illegal as there is enough space between the Keep Clear markings and the boundary wall of the school to accommodate 2 vehicles. 5 vehicles were observed reversing up along the side of the school, parking and dropping off the children. At one time 3 vehicles were parked in front of each other in

this location.

Of the vehicles dropping children off at the school only 2 vehicles parked in the lay-by some 100 metres towards Malltraeth on the A4080 and walked along the path to deliver their children to the school.

Pick up - Staggered into 2 separate times – even with the reduced number of vehicles coming to the school the lay-by on the A4080 has insufficient capacity to accommodate the vehicles turning up and so for the last 8+ years the pattern is for vehicles to be allowed into the rear of the school from entry into the side road into the school, parking in an organised fashion and collecting the children from the main entrance and escorting them to their parents vehicles.

#### Recommendations

1. Stop people reversing up the side road. Gate can be used to close the area off, but this is a single low bar gate that a child might hit their heads on. A cone has already been supplied to the school to be put out by staff in the mornings to prevent vehicular access.
2. Pick up of the children in the afternoon (staggered times) is fairly low risk and would recommend that this practice continues.
3. Would recommend that no one drops off their children in the morning along the Keep Clear Markings as the existing road width makes this potentially dangerous. If the resources are not available to enforce the Keep Clear Markings then the drop-offs at the wider part of the road will continue and are less risky in nature.
4. Ideally everyone should drop off in the lay by and walk their children into school and the only residual risk is crossing the junction of the A4080 road. Making people walk 100m may prove difficult to enforce.

None of the children walked to school on the day of observation. The Highway Officer's Comments point out the potential dangers of parking at this school.

Of the 6 schools, the traffic situation was deemed to be safe in Brynsiencyn and Newborough. Parking near the Dwyran site was reasonable but parents park on the road that leads out of the village. This is also the case in Llangaffo which leads to congestion and potential dangers. The traffic situation around Bodorgan School is also potentially dangerous as there are no pick up and drop off points within the school site. Although there are also potential dangers at the Parc Y Bont site, these could be minimised but would require expenditure.

Therefore, the most suitable sites for use or development to the future, in relation to health and safety concerns, are Brynsiencyn School, Newborough School and Parc y Bont School.

## 16. OPTIONS ANALYSIS

The following suggestions in relation to changes to the present configuration were received in the responses to the consultation document and meetings.

- i. One response was received from Dwyran supporting option 2 - one new school to replace Bodorgan, Brynsiencyn, Newborough and Dwyran schools and one new school for Llangaffo and Parc y Bont.
- ii. Some Llangaffo parents stated that if the Authority decided to proceed with the closure of the schools and build a new school or schools then the only acceptable option would be to merge with Parc y Bont as both schools are Church schools. This is part of option 2.
- iii. Many respondents from Brynsiencyn offered the following possibility merge Dwyran and Brynsiencyn at Brynsiencyn, merge Bodorgan and Newborough at Newborough and merge Llangaffo and Parc y Bont at Llanddaniel.

Suggestions (i) and (ii) are addressed in the scored options analysis below. Suggestion (iii) has not been included in the analysis as initial consideration suggests that the model would not lead to a long-term sustainable solution, not address leadership capacity and would have limited success in addressing surplus places.

- 16.2 In the absence of other suggestions from the consultation process regarding possible reconfigurations, the options analysis concentrates on the 4 options outlined in the consultation document. The options are listed below.

Option 1:	Build one new school for the area
Option 2:	A new school for Bodorgan, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont
Option 3:	A new school for Bodorgan, Newborough, Dwyran and one new school for Llangaffo, Parc y Bont and Brynsiencyn
Option 4:	A new school for Bodorgan, Newborough, Dwyran and Llangaffo and a new school for Brynsiencyn and Parc Y Bont.

Each of these options is evaluated and scored out of 10 against the drivers for change outlined below.

- Raising educational standards
- Reduce the number of empty places
- Reduce the variation in cost per pupil
- Ensure that school buildings will create the best possible learning environment
- Ensure that school buildings are in good condition and that no health and safety issues
- Increase the capacity of leadership
- Community use of school building
- Provision of Welsh medium and bilingual
- Geographical Factors and travel.

- 16.3 The overall evaluations are presented in the following section. The comments and resulting scores need to be considered alongside the following observations.

- All the schools under consideration can be classed as small schools [<100] although the numbers attending Ysgol Parc y Bont is close to this figure. If the number of out-of-catchment pupils is taken into account then the number of pupils in Dwyran, Bodorgan and Llangaffo is very close to or below 30 – maintaining schools with this number is unsustainable.
- The area is characterised by a substantial number of parents choosing out-of-catchment



provision. The information collected from parents suggests that the standards achieved and the school's reputation in the community are key factors in parental choice. In this context, the overall standards achieved - and parental perception – varies across the area. Greater consistency is required in relation to standards achieved.

- In the two schools where the number of out-of-catchment pupils is high – Parc y Bont and Llangaffo – traffic related health and safety issues were observed at the beginning and end of the school day. Any reconfiguration needs to address this.
- In all of the meetings, stakeholders noted that closing the school would have a significant impact on the village.
- The possible effect of reorganisation on increasing class sizes was also raised in all of the meetings. This needs to be considered alongside the response provided in the meetings namely that the Authority would ensure that class sizes would remain below WG expectations.
- The % of parents walking their children to school appears to be higher in two schools – Newborough and Brynsiencyn.

16.4 The detailed analysis for each of the options noted in 16.2 is presented below.

Note - If an option is implemented that involves combining pupils from two or more schools, the new catchment area is likely to be the combined catchment area. However, the Authority has the right and the powers to change school catchment areas and can amend these following consultations.

### Option 1 – Build one new school for the area

Drivers	Criteria within the driver	Commentary	Score
Raise educational standards	<p>Size [100 or more]</p> <p>The capacity of the leadership team to ensure improvements</p> <p>Teachers with more expertise in specific areas, which in turn influences the practices of other teachers</p> <p>Reduce the number mixed age classes with more than 2 age groups.</p> <p>Raise standards further</p>	<p>The new school would have a capacity of about 300. According to Authority's formula, this would mean that the Headteacher would not have a teaching responsibility for most of the week. The school would form a senior management team to lead on teaching and learning.</p> <p>There would be about 10 classes in the school which in turn provides an opportunity for individual teachers to act as leaders for the development of literacy and numeracy and the individual subjects.</p> <p>There would be no more than two mixed age classes in the school other than the possibility of combining age groups for offering specialist provision for pupils with additional learning needs.</p> <p>It is anticipated that schools of this size can offer more flexibility to meet the needs of individual children would in turn lead and raise standards across the ability range.</p>	<b>10</b>
Reduce surplus places	<p>Contribute to reduce surplus places across the Authority so that surplus spaces are 15% across the Authority and 10% in individual schools</p> <p>Individual schools more than 85% full</p>	<p>The new school would lead to a reduction of 116 in surplus places across the area – and would be designed to have no more than 10% surplus places. This option would reduce surplus places across the 6 schools from 35% to 12% and the new school would be 88% full. The surplus places for the Authority would also be reduced to 12%. One risk to this would be if some parents would choose to try for a place for their child in a school outside the catchment area of the new school.</p>	<b>8</b>
Reduce the variation in cost per pupil	<p>Reduce the variation in the cost per head across the Authority and across the area so that the cost per pupil is closer to the average of the Authority. This leads to financial savings by also using the budget more effectively and efficiently</p>	<p>Establishing a new school would reduce the cost per head across the area from £5,137 to £4,557. It would reduce the average cost to below the average of £4,869 for the Authority.</p> <p>Annual net savings of around £233k [less interest costs on capital loan].</p>	<b>9</b>

<p>Ensure that school buildings will create the best possible learning environment</p>	<p>Teaching and learning facilities of the highest quality within the building and outside.</p> <p>Appropriate play areas</p> <p>Appropriate staffing and administration areas</p> <p>State of the art ICT facilities</p>	<p>Establishing a new school will lead to an improvement in the learning environment. Class facilities would include classrooms of adequate size, good natural light, good quality toilets close to the classes etc. Areas designed for teaching and learning would be located near the classroom.</p> <p>Dedicated play areas designed for pupils of different ages.</p> <p>There would be suitable accommodation for the Head and administrative staff, staff room and a room for teachers' PPA periods.</p> <p>The school would have networked ICT resources which are integrated into the design of each classroom.</p>	<p><b>10</b></p>
<p>Ensure that school buildings are in good condition and that no health and safety issues</p>	<p>The condition of the buildings will reduce maintenance costs at the area level.</p> <p>Health and safety issues:-</p> <ol style="list-style-type: none"> <li>1. Access to the site and building security</li> <li>2. Parking for staff, parents and visitors</li> <li>3. General</li> </ol>	<p>Establishing a new school would eliminate backlog maintenance. It would also be an opportunity to establish a system to ensure that periodic maintenance is being addressed appropriately.</p> <p>The design of the new school would ensure that safety matters regarding the building are properly addressed from the outset.</p> <p>The design would give due attention to the traffic on the site to ensure the safety of children / pedestrians.</p> <p>It would also give due attention to issues regarding parking for visitors and for drop-off point suitable for buses.</p>	<p><b>10</b></p>
<p>Increase leadership capacity</p>	<p>Capacity of the school to provide adequate non-contact time.</p> <p>Capacity to be able to provide a deputy and management team.</p>	<p>The Headteacher would not be teaching a class for much of the week. The school would form a senior management team to lead the teaching and learning</p>	<p><b>10</b></p>
<p>Community use of school building</p>	<p>Pre and after school provision e.g. breakfast clubs, after school activities, child minding club.</p> <p>Summer and weekend activities</p> <p>Community provision to promote community activities</p>	<p>Facilities in the new school would be very suitable for breakfast clubs, after school clubs and other activities outside of school hours.</p> <p>The resources would be very appropriate for community activities e.g. a hall of sufficient size for the activities will be promoted by the Community, a suitable hall for activities such as fitness e.g. badminton.</p>	<p><b>10</b></p>

	that include parents, community members and local groups.		
Provision of Welsh and bilingual medium	Priority to strengthen and protect the Welsh and bilingual education.	This would ensure that any new appointments to the school are fully committed to further build on the strong foundation that has been laid in the area and are current in relation to the use of Welsh and bilingual proficiency.	<b>10</b>
Geographical Factors and travel	Travel distance.  Direction of travel  Transportation costs	Establishing one new school will increase the distance and travel time for many children. The number of children who walk to school would be significantly reduced. This is entirely dependent on the choice of site for the new school e.g. if the new school in Newborough then about a third of the children would be in a position to walk to school with the rest travelling on buses.  It is also possible that the direction of travel to a new school can be contrary to the parents' direction of travel to work.  Transport costs would be higher than current costs.	<b>4</b>
<b>Total</b>			<b>81</b>

**Option 2 - One new school instead of Bodorgan, Brynsiencyn, Newborough and Dwyran Schools and one new school for Llangaffo and Parc y Bont**

Drivers	Criteria within the driver	Commentary	Score
Raise educational standards	<p>Size [100 or more]</p> <p>The capacity of the leadership team to ensure improvements</p> <p>Teachers with more expertise in specific areas, which in turn influences the practices of other teachers</p> <p>Reduce the number mixed age classes with more than 2 age groups.</p> <p>Raise standards further</p>	<p>The two new schools would provide for about 170 and 135 children.</p> <p>According to the Authority’s formula, this would lead to a situation where the Headteachers would have a teaching responsibility for part of the week. It is anticipated that schools of this size could have a small management team.</p> <p>There would be 5 or 6 classes in the schools which would in turn provide an opportunity for individual teachers to act as leaders for the development of literacy and numeracy and in individual subjects.</p> <p>There would be mixed-age classes in the school of 135 and mixed age classes for 2 age groups in the other.</p> <p>It is anticipated that schools of this size can offer more flexibility to meet the needs of individual children which would in turn raise standards across the ability range.</p>	<b>6</b>
Reduce surplus places	<p>Contribute to reduce surplus places across the Authority so that surplus spaces are 15% across the Authority and 10% in individual schools</p> <p>Individual schools more than 85% full</p>	<p>The new schools would lead to a reduction of 141 in surplus places across the area – and would be designed to have no more than 10% surplus places. This option would reduce surplus places across the 6 schools from 35% to 11% and the new schools would be over 90% full. The surplus places for the Authority would also be reduced to 11%. One risk to this would be if some parents would choose to try for a place for their child in a school outside the catchment area of the new school.</p>	<b>9</b>

Reduce the variation in cost per pupil	<p>Reduce the variation in the cost per head across the Authority and across the area so that the cost per pupil is closer to the average of the Authority.</p> <p>This leads to financial savings by also using the budget more effectively and efficiently</p>	<p>Establishing two new schools would reduce the cost per head across the area from £5,137 to £4,640 which is below the average of £4,869 for the Authority.</p> <p>Annual net savings of around £210-220k [less interest costs on capital loan].</p>	<b>8</b>
Ensure that school buildings will create the best possible learning environment	<p>Teaching and learning facilities of the highest quality within the building and outside.</p> <p>Appropriate play areas</p> <p>Appropriate staffing and administration areas</p> <p>State of the art ICT facilities</p>	<p>Establishing new schools will lead to an improvement in the learning environment. Class facilities would include classrooms of adequate size, good natural light, good quality toilets close to the classes etc. Areas designed for teaching and learning would be located near the classroom.</p> <p>Dedicated play areas designed for pupils of different ages.</p> <p>There would be suitable accommodation for the Head and administrative staff, staff room and a room for teachers' PPA periods.</p> <p>The school would have networked ICT resources which are integrated into the design of each classroom.</p>	<b>10</b>
Ensure that school buildings are in good condition and that no health and safety issues	<p>The condition of the buildings will reduce maintenance costs at the area level.</p> <p>Health and safety issues:-</p> <ol style="list-style-type: none"> <li>1. Access to the site and building security</li> <li>2. Parking for staff, parents and visitors</li> <li>3. General</li> </ol>	<p>Establishing new schools would eliminate backlog maintenance. It would also be an opportunity to establish a system to ensure that periodic maintenance is being addressed appropriately.</p> <p>The design of the new school would ensure that safety matters regarding the building are properly addressed from the outset.</p> <p>The design would give due attention to the traffic on the site to ensure the safety of children / pedestrians.</p> <p>It would also give due attention to issues regarding parking for visitors and for drop-off point suitable for buses.</p>	<b>10</b>
Increase leadership capacity	Capacity of the school to provide adequate non-contact time.	It is anticipated that a Headteacher of a school of 150 would be teaching for some of the time.	<b>7</b>

	Capacity to be able to provide a deputy and management team.	In addition, in schools of similar size there is usually a small management team.	
Community use of school building	Pre and after school provision e.g. breakfast clubs, after school activities, child minding club.  Summer and weekend activities  Community provision to promote community activities that include parents, community members and local groups.	Facilities in the new school would be very suitable for breakfast clubs, after school clubs and other activities outside of school hours.  The resources would be very appropriate for community activities e.g. a hall of sufficient size for the activities will be promoted by the Community, a suitable hall for activities such as fitness e.g. badminton.	<b>10</b>
Provision of Welsh and bilingual medium	Priority to strengthen and protect the Welsh and bilingual education.	This would ensure that any new appointments to the school are fully committed to further build on the strong foundation that has been laid in the area and are current in relation to the use of Welsh and bilingual proficiency.	<b>10</b>
Geographical Factors and travel	Travel distance.  Direction of travel  Transportation costs	The establishment of two new schools means less travel than to one new school but would increase the travel distance for a number of children. Travelling time is likely to be less than to one school. The number of children who walk to school are likely to be higher than for a single school e.g. if the new schools were located in Newborough and Llanddaniel then about a third of the children would be able to walk to school; this is entirely dependent on the choice of site for the new school e.g. if one new school was located in Newborough then about a third of the children would be in a position to walk to school with the rest in bus travel.  It is also possible that the direction of travel to the new schools would be contrary to the parents' direction of travel to work.  Transport costs would be higher than current costs.	<b>6</b>
<b>Total</b>			<b>76</b>

**Option 3 - One new school instead of Bodorgan, Newborough, Dwyran Schools and one new school for Llangaffo, Parc y Bont and Brynsiencyn Schools**

<b>Drivers</b>	<b>Criteria within the driver</b>	<b>Commentary</b>	<b>Score</b>
Raise educational standards	<p>Size [100 or more]</p> <p>The capacity of the leadership team to ensure improvements</p> <p>Teachers with more expertise in specific areas, which in turn influences the practices of other teachers</p> <p>Reduce the number mixed age classes with more than 2 age groups.</p> <p>Raise standards further</p>	<p>The two new schools would provide for about 120 and 210 children.</p> <p>According to the Authority’s formula, this would lead to a situation where the Headteachers would have a teaching responsibility for part of the week in the school of 120 pupils. It is anticipated that a school of this size would not be able to maintain a management team of more than two persons.</p> <p>In the school of 210, the Headteacher would not have a teaching responsibility for most of the week. The school would form a senior management team to lead on teaching and learning.</p> <p>There would be about 4 or 5 classes in one the schools and about 7 or 8 classes in the other which would in turn provide an opportunity for individual teachers to act as leaders for the development of literacy and numeracy and the individual subjects.</p> <p>There would be mixed-age classes in the school of 120 and mixed age classes for no more than 2 age groups in the other.</p> <p>It is anticipated that schools of this size can offer more flexibility to meet the needs of individual children which would in turn raise standards across the ability range.</p>	<b>7</b>
Reduce surplus places	<p>Contribute to reduce surplus places across the Authority so that surplus spaces are 15% across the Authority and 10% in individual schools</p> <p>Individual schools more than 85% full</p>	<p>The new schools would lead to a reduction of 116 in surplus places across the area – and would be designed to have no more than 10% surplus places. This option would reduce surplus places across the 6 schools from 35% to 12% and the new school would be 88% full. The surplus places for the Authority would also be reduced to 12%. One risk to this would be if some parents would choose to try for a place for their child in a school outside the catchment area of the new school.</p>	<b>8</b>



Reduce the variation in cost per pupil	<p>Reduce the variation in the cost per head across the Authority and across the area so that the cost per pupil is closer to the average of the Authority.</p> <p>This leads to financial savings by also using the budget more effectively and efficiently</p>	<p>Establishing 2 new schools would reduce the cost per head across the area from £5,137 to £4,842 which is just below the average cost of £4,869 for the Authority.</p> <p>Annual net savings of around £228k [less interest costs on capital loan].</p>	<b>7</b>
Ensure that school buildings will create the best possible learning environment	<p>Teaching and learning facilities of the highest quality within the building and outside.</p> <p>Appropriate play areas</p> <p>Appropriate staffing and administration areas</p> <p>State of the art ICT facilities</p>	<p>Establishing new schools will lead to an improvement in the learning environment. Class facilities would include classrooms of adequate size, good natural light, good quality toilets close to the classes etc. Areas designed for teaching and learning would be located near the classroom.</p> <p>Dedicated play areas designed for pupils of different ages.</p> <p>There would be suitable accommodation for the Head and administrative staff, staff room and a room for teachers' PPA periods.</p> <p>The school would have networked ICT resources which are integrated into the design of each classroom.</p>	<b>10</b>
Ensure that school buildings are in good condition and that no health and safety issues	<p>The condition of the buildings will reduce maintenance costs at the area level.</p> <p>Health and safety issues:-</p> <ol style="list-style-type: none"> <li>1. Access to the site and building security</li> <li>2. Parking for staff, parents and visitors</li> <li>3. General</li> </ol>	<p>Establishing new schools would eliminate backlog maintenance. It would also be an opportunity to establish a system to ensure that periodic maintenance is being addressed appropriately.</p> <p>The design of the new school would ensure that safety matters regarding the building are properly addressed from the outset.</p> <p>The design would give due attention to the traffic on the site to ensure the safety of children / pedestrians.</p> <p>It would also give due attention to issues regarding parking for visitors and for drop-off point suitable for buses.</p>	<b>10</b>

Increase leadership capacity	Capacity of the school to provide adequate non-contact time.  Capacity to be able to provide a deputy and management team.	It is anticipated that a Headteacher of a school of 120 would be teaching for some of the time whilst the Headteacher in the school of 210 would have no teaching responsibility for much of the week.  In addition, in schools of 120 pupils, there usually is a small management team whilst there would be a larger management team in the school of 210 pupils.	<b>7</b>
Community use of school building	Pre and after school provision e.g. breakfast clubs, after school activities, child minding club.  Summer and weekend activities  Community provision to promote community activities that include parents, community members and local groups.	Facilities in the new school would be very suitable for breakfast clubs, after school clubs and other activities outside of school hours.  The resources would be very appropriate for community activities e.g. a hall of sufficient size for the activities will be promoted by the Community, a suitable hall for activities such as fitness e.g. badminton.	<b>10</b>
Provision of Welsh and bilingual medium	Priority to strengthen and protect the Welsh and bilingual education.	This would ensure that any new appointments to the school are fully committed to further build on the strong foundation that has been laid in the area and are current in relation to the use of Welsh and bilingual proficiency.	<b>10</b>
Geographical Factors and travel	Travel distance.  Direction of travel  Transportation costs	The establishment of two new schools means less travel than to one new school but would increase the travel distance for a number of children. Travelling time is likely to be less than to one school. The number of children who walk to school are likely to be higher than for a single school e.g. if the new schools were located in Newborough and Llanddaniel then about a third of the children would be able to walk to school; this is entirely dependent on the choice of site for the new school e.g. if one new school was located in Newborough then about a third of the children would be in a position to walk to school with the rest in bus travel.  It is also possible that the direction of travel to the new schools would be contrary to the parents' direction of travel to work.  Transport costs would be higher than current costs.	<b>6</b>
<b>Total</b>			<b>75</b>

**Option 4 – One new school instead of Bodorgan, Newborough, Dwyran and Llangaffo Schools and one new school instead of Brynsiencyn and Parc y Bont**

<b>Drivers</b>	<b>Criteria within the driver</b>	<b>Commentary</b>	<b>Score</b>
Raise educational standards	<p>Size [100 or more]</p> <p>The capacity of the leadership team to ensure improvements</p> <p>Teachers with more expertise in specific areas, which in turn influences the practices of other teachers</p> <p>Reduce the number mixed age classes with more than 2 age groups.</p> <p>Raise standards further</p>	<p>The two new schools would provide for about 180 and 150 children.</p> <p>According to the Authority’s formula, this would lead to a situation where the Headteachers would have a teaching responsibility for part of the week. It is anticipated that schools of this size would be able to maintain small management teams.</p> <p>There would be about 6 or 7 classes in the schools which would in turn provide an opportunity for individual teachers to act as leaders for the development of literacy and numeracy and the individual subjects.</p> <p>There would be mixed-age classes in the school of 150 and mixed age classes of 2 age groups in the other.</p> <p>It is anticipated that schools of this size can offer more flexibility to meet the needs of individual children which would in turn raise standards across the ability range.</p>	<b>7</b>
Reduce surplus places	<p>Contribute to reduce surplus places across the Authority so that surplus spaces are 15% across the Authority and 10% in individual schools</p> <p>Individual schools more than 85% full</p>	<p>The new schools would lead to a reduction of 116 in surplus places across the area – and would be designed to have no more than 10% surplus places. This option would reduce surplus places across the 6 schools from 35% to 11% and the new school would be 89% full. The surplus places for the Authority would also be reduced to 12%. One risk to this would be if some parents would choose to try for a place for their child in a school outside the catchment area of the new school.</p>	<b>8</b>
Reduce the variation in cost per pupil	<p>Reduce the variation in the cost per head across the Authority and across the area so that the cost per pupil is closer to the average of the Authority.</p>	<p>Establishing 2 new schools would reduce the cost per head across the area from £5,137 to £4,699 which is below the average cost of £4,869 for the Authority.</p> <p>Annual net savings of around £208k [less interest costs on capital loan].</p>	<b>6</b>

	This leads to financial savings by also using the budget more effectively and efficiently		
Ensure that school buildings will create the best possible learning environment	<p>Teaching and learning facilities of the highest quality within the building and outside.</p> <p>Appropriate play areas</p> <p>Appropriate staffing and administration areas</p> <p>State of the art ICT facilities</p>	<p>Establishing new schools will lead to an improvement in the learning environment. Class facilities would include classrooms of adequate size, good natural light, good quality toilets close to the classes etc. Areas designed for teaching and learning would be located near the classroom.</p> <p>Dedicated play areas designed for pupils of different ages.</p> <p>There would be suitable accommodation for the Head and administrative staff, staff room and a room for teachers' PPA periods.</p> <p>The school would have networked ICT resources which are integrated into the design of each classroom.</p>	<b>10</b>
Ensure that school buildings are in good condition and that no health and safety issues	<p>The condition of the buildings will reduce maintenance costs at the area level.</p> <p>Health and safety issues:-</p> <ol style="list-style-type: none"> <li>1. Access to the site and building security</li> <li>2. Parking for staff, parents and visitors</li> <li>3. General</li> </ol>	<p>Establishing new schools would eliminate backlog maintenance. It would also be an opportunity to establish a system to ensure that periodic maintenance is being addressed appropriately.</p> <p>The design of the new school would ensure that safety matters regarding the building are properly addressed from the outset.</p> <p>The design would give due attention to the traffic on the site to ensure the safety of children / pedestrians.</p> <p>It would also give due attention to issues regarding parking for visitors and for drop-off point suitable for buses.</p>	<b>10</b>
Increase leadership capacity	<p>Capacity of the school to provide adequate non-contact time.</p> <p>Capacity to be able to provide a deputy and management team.</p>	<p>It is anticipated that a Headteacher of a school of 150 would be teaching for some of the time.</p> <p>Additionally, in schools of this size, there usually is a small management team.</p>	<b>8</b>

Community use of school building	<p>Pre and after school provision e.g. breakfast clubs, after school activities, child minding club.</p> <p>Summer and weekend activities</p> <p>Community provision to promote community activities that include parents, community members and local groups.</p>	<p>Facilities in the new school would be very suitable for breakfast clubs, after school clubs and other activities outside of school hours.</p> <p>The resources would be very appropriate for community activities e.g. a hall of sufficient size for the activities will be promoted by the Community, a suitable hall for activities such as fitness e.g. badminton.</p>	<b>10</b>
Provision of Welsh and bilingual medium	Priority to strengthen and protect the Welsh and bilingual education.	This would ensure that any new appointments to the school are fully committed to further build on the strong foundation that has been laid in the area and are current in relation to the use of Welsh and bilingual proficiency.	<b>10</b>
Geographical Factors and travel	<p>Travel distance.</p> <p>Direction of travel</p> <p>Transportation costs</p>	<p>The establishment of two new schools means less travel than to one new school but would increase the travel distance for a number of children. Travelling time is likely to be less than to one school. The number of children who walk to school are likely to be higher than for a single school e.g. if the new schools were located in Newborough and Llanddaniel then about a third of the children would be able to walk to school; this is entirely dependent on the choice of site for the new school e.g. if one new school was located in Newborough then about a third of the children would be in a position to walk to school with the rest in bus travel.</p> <p>It is also possible that the direction of travel to the new schools would be contrary to the parents' direction of travel to work.</p> <p>Transport costs would be higher than current costs.</p>	<b>6</b>
<b>Total</b>			<b>75</b>

**Option 2c - One new school instead of Bodorgan, Newborough and Dwyran Schools and one new school for Llangaffo and Parc y Bont. Federate Brynsiencyn School**

Drivers	Criteria within the driver	Commentary	Score
Raise educational standards	<p>Size [100 or more]</p> <p>The capacity of the leadership team to ensure improvements</p> <p>Teachers with more expertise in specific areas, which in turn influences the practices of other teachers</p> <p>Reduce the number mixed age classes with more than 2 age groups.</p> <p>Raise standards further</p>	<p>The two new schools would provide for about 120 and 135 children and Brynsiencyn School would remain</p> <p>According to the Authority's formula, this would lead to a situation where the Headteachers would have a teaching responsibility for part of the week in all of the schools. It is anticipated that a school of this size would not be able to maintain a management team of more than two persons.</p> <p>There would be 4 or 5 classes in the school of 135, 4 classes in the school of 120 and 2 to 3 classes in Brynsiencyn School. This would partially provide an opportunity for individual teachers to act as leaders for the development of literacy and numeracy and in individual subjects.</p> <p>There would be mixed-age classes in the 3 schools.</p> <p>It is anticipated that schools of this size can offer more flexibility to meet the needs of individual children which would in turn raise standards across the ability range.</p>	5
Reduce surplus places	<p>Contribute to reduce surplus places across the Authority so that surplus spaces are 15% across the Authority and 10% in individual schools</p> <p>Individual schools more than 85% full</p>	<p>The reorganisation would lead to a reduction of 113 in surplus places across the area – and the new schools would be designed to have no more than 10% surplus places although surplus places would remain high (currently 37%) at Ysgol Brynsiencyn. This option would reduce surplus places across the 6 schools from 35% to 12% and the two new schools would be over 90% full. The surplus places for the Authority would also be reduced to 12%. One risk to this would be if some parents would choose to try for a place for their child in a school outside the catchment area of the new school.</p>	8
Reduce the variation in	<p>Reduce the variation in the cost per head across the Authority and across the area so that the cost per pupil</p>	<p>Establishing two new schools would reduce the cost per head across the area from £5,137 to £4,916 which is 1% above the average of £4,869 for the</p>	8

cost per pupil	<p>is closer to the average of the Authority.</p> <p>This leads to financial savings by also using the budget more effectively and efficiently</p>	<p>Authority. The cost per head consist of £5,375 for Brynsiencyn (10% above the Anglesey average) , £4,636 for the new primary school (5% below the Anglesey average) and £4,935 for the new school for Llangaffo and Parc Y Bont (1% above the Anglesey average).</p> <p>Annual net savings of around £210k [less interest costs on capital loan].</p>	
Ensure that school buildings will create the best possible learning environment	<p>Teaching and learning facilities of the highest quality within the building and outside.</p> <p>Appropriate play areas</p> <p>Appropriate staffing and administration areas</p> <p>State of the art ICT facilities</p>	<p>Establishing new schools will lead to an improvement in the learning environment. Class facilities would include classrooms of adequate size, good natural light, good quality toilets close to the classes etc. Areas designed for teaching and learning would be located near the classroom.</p> <p>Dedicated play areas designed for pupils of different ages.</p> <p>There would be suitable accommodation for the Head and administrative staff, staff room and a room for teachers' PPA periods. However, the overall layout of Brynsiencyn School would not change much. If this option were chosen, at least one additional classroom would be required at Ysgol Parc Y Bont along with ancillary facilities e.g toilets and cloakrooms.</p> <p>The school would have networked ICT resources which are integrated into the design of each classroom.</p>	9
Ensure that school buildings are in good condition and that no health and safety issues	<p>The condition of the buildings will reduce maintenance costs at the area level.</p> <p>Health and safety issues:-</p> <ol style="list-style-type: none"> <li>1. Access to the site and building security</li> <li>2. Parking for staff, parents and visitors</li> <li>3. General</li> </ol>	<p>Establishing new schools would eliminate backlog maintenance. The backlog maintenance for Brynsiencyn School would be cleared if this option was chosen and some remodelling would be done.</p> <p>The design of the new school would ensure that safety matters regarding the building are properly addressed from the outset.</p> <p>The design would give due attention to the traffic on the site to ensure the safety of children / pedestrians.</p> <p>It would also give due attention to issues regarding parking for visitors and for drop-off point suitable for buses.</p>	10

Increase leadership capacity	Capacity of the school to provide adequate non-contact time. Capacity to be able to provide a deputy and management team.	It is anticipated that a Headteacher of a school of 120, 135 and Brynsiencyn School would be teaching for some of the time. In addition, in schools of similar size there is usually a small management team.	7
Community use of school building	Pre and after school provision e.g. breakfast clubs, after school activities, child minding club. Summer and weekend activities Community provision to promote community activities that include parents, community members and local groups.	Facilities in the new school would be very suitable for breakfast clubs, after school clubs and other activities outside of school hours. The resources would be very appropriate for community activities e.g. a hall of sufficient size for the activities will be promoted by the Community, a suitable hall for activities such as fitness e.g. badminton.	10
Provision of Welsh and bilingual medium	Priority to strengthen and protect the Welsh and bilingual education.	This would ensure that any new appointments to the school are fully committed to further build on the strong foundation that has been laid in the area and are current in relation to the use of Welsh and bilingual proficiency.	10
Geographical Factors and travel	Travel distance. Direction of travel Transportation costs	The establishment of two new schools and retaining Brynsiencyn School means less travel than to one new school but would increase the travel distance for some of children. Travelling time is likely to be less than to one school. The number of children who walk to school are likely to be higher than for a single school e.g. if the new schools were located in Newborough and Llanddaniel and Brynsiencyn is to be retained, then more than a third of the children would be able to walk to school; this is entirely dependent on the choice of site for the new school e.g. if one new school was located in Newborough then about a third of the children would be in a position to walk to school with the rest in bus travel.  It is also possible that the direction of travel to the new schools would be contrary to the parents' direction of travel to work.  Transport costs would still be higher than current costs.	8
Total			75



16.5 The table below summarises the information in the above analysis.

Drivers	Option				
	1	2	3	4	2c
1. Raise educational standards	10	6	7	7	5
2. Reduce surplus places	8	9	8	8	8
3. Reduce the variation in cost per pupil	9	8	7	6	8
4. Ensure that school buildings will create the best possible learning environment	10	10	10	10	9
5. Ensure that school buildings are in good condition and that no health and safety issues	10	10	10	10	10
6. Increase leadership capacity	10	7	7	8	7
7. Community use of school building	10	10	10	10	10
8. Provision of Welsh and bilingual medium	10	10	10	10	10
9. Geographical Factors and travel	4	6	6	6	8
<b>Total</b>	<b>81</b>	<b>76</b>	<b>75</b>	<b>75</b>	<b>75</b>

16.6 Attention is drawn to the following issues.

- The scores for factors 4, 5, 7 and 8 are very similar in that the new schools will ensure that specific issues related to school buildings, health and safety issues, community use and Welsh medium and bilingual provision will be addressed in a similar fashion whatever the final configuration.
- Option 1 - one area school - scores the highest. However, this option also scores the lowest in relation to geographical factors and travel time – the number of pupils travelling by bus and cost would be the highest, the time of travel from one extremity [Llanddaniel to Newborough for example] would be close to the maximum time limit noted by WG.
- The scores for the four other options – two new area schools - are all very close. Each of these options score higher than Option 1 on the geographic and travel driver.

16.7 In view of the above it is suggested that the preferred option should be based on a two new area school configuration.

16.8 Locating one of the new schools in the Newborough area would mean that about a third of the children are able to walk to school. It is suggested that this area school should replace the current schools at Newborough and Dwyran [as the two schools already operate as a federation], Bodorgan [as a substantial % of pupils live in the village of Malltraeth and the road link is good] and possibly Llangaffo [as a substantial % of pupils in the school have Newborough postcodes and the road link is good] and Brynsiencyn [as the road link to the Newborough area is good]. A location in the Newborough area would also be convenient for many parents from Newborough and possibly Malltraeth who travel on the B4421 towards the A55 to work. This is perhaps not the case for parents of pupils in Llangaffo and Brynsiencyn. However, it should be noted that a large number of Llangaffo parents live within the Newborough postcode.

Locating the other new school in a remodelled Parc y Bont would ensure that parents who live in Llanddaniel and in the area around the A4080 would be able to attend their catchment area school. In addition, if the present designation as a Church in Wales school was to continue then pupils in the present Llangaffo could choose to attend the school. In this context, the existing Parc Y Bont site would need to be modified to address the traffic issues identified at the start and end of the school day. It is also possible that the new school could cater for pupils attending Brynsiencyn as a number of Brynsiencyn parents already choose to attend Parc y Bont and Llanfairpwll [thus travelling along the A4080].

The above suggests that options 2 [including 2c], 3 and 4 could be appropriate.

## 17. FINANCIAL CONSIDERATIONS

17.1 Each of the four options appraised above have been evaluated from a financial perspective. The following have been considered for each option - capital costs, revenue savings, transport costs, capital receipts and borrowing costs have been considered for each of the four options.

It should be noted that the costs and savings are the *best estimates* available at this point.

17.2 Option 1: Build a new school for the area

Option	Capital cost	Revenue savings	Transport costs	Capital receipts
1	£8,320,000	£315,821	£82,650	£1,583,000

Net savings	£233,171	Net project cost	£6,737,000
		Cost to be financed	£2,577,000

The estimated net savings from this option are £233,171 and the estimated net project cost is £6,737,000. Borrowing costs, to service the £2,577,000 of unsupported borrowing, will peak at £236,000 p.a. in 2019/20.

17.3 Option 2: A new school for Bodorgan, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont.

Option	Capital cost	Revenue savings	Transport costs	Total transport	Capital receipts
<b>2a</b>	£4,700,400	£230,225	£47,880	£65,930	£545,000
<b>2b</b>	£1,252,000	£54,823	£18,050		£198,000

Net savings	£182,345		£4,155,400
	£36,773		£1,054,000
	<u>£219,118</u>	Net project cost	£5,209,400
		Cost to be financed	£2,233,200

The estimated net savings from this option are £219,118 and the estimated net project cost is £5,209,400. Borrowing costs, to service the £2,233,200 of unsupported borrowing will peak at about £190,000 p.a. in 2019/20.

17.4 Option 3: A new school for Bodorgan, Newborough, Dwyran and one new school for Llangaffo, Parc y Bont and Brynsiencyn

Option	Capital cost	Revenue savings	Transport costs	Total transport	Capital receipts
<b>3a</b>	£4,195,000	£135,236	£31,160	£65,930	£220,000
<b>3b</b>	£5,078,700	£92,618	£34,770		£523,000

Net savings	£104,076		£3,975,000
	£57,848		£4,555,700
	<u>£161,924</u>	Net project cost	£8,530,700
		Cost to be financed	£3,893,850

The estimated net savings from this option are £161,924 and the estimated net project cost is £8,530,700. Borrowing costs, to service £3,893,850 of unsupported borrowing, will peak at about £319,000 p.a. in 2019/20.

17.5 Option 4: A new school for Bodorgan, Newborough, Dwyran and Llangaffo and a new school for Brynsiencyn and Parc Y Bont.

Option	Capital cost	Revenue savings	Transport costs	Total transport	Capital receipts
4a	£4,700,400	£209,258	£46,360	£63,080	£418,000
4b	£1,252,000	£62,666	£16,720		£325,000

Net savings	£162,898		£4,282,400
	£45,946		£927,000
	<u>£208,844</u>		Net project cost £5,209,400
			Cost to be financed £2,233,200

The estimated net savings from this option are £208,844 and the estimated net project cost is £5,209,400. Borrowing costs, to service the £2,233,200 of unsupported borrowing, will peak at about £197,000 p.a. in 2019/20.

17.6 Option 2c: A new school for Bodorgan, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont but including Brynsiencyn in a federation with another school.

Option	Capital cost	Revenue savings	Transport costs	Total transport	Capital receipts
2c	£4,195,000	£205,058	£31,920	£49,970	£220,000
2b	£1,252,000	£54,823	£18,050		£198,000

Net savings	£173,138		£3,975,000
	£36,773		£1,054,000
	<u>£209,911</u>		Net project cost £5,029,000
			Cost to be financed £2,305,500

**Note** – The cost of backlog maintenance for Brynsiencyn School (c£90,000) has not been taken into consideration. If Brynsiencyn School was federated, the Headteacher’s post would be removed thereby creating a saving although these have not been costed at present.

The estimated net savings from this option are £209,911 and the estimated net project cost is £5,029,000. Borrowing costs, to service the £2,305,500 of unsupported borrowing, will peak at about £188,000 p.a. in 2019/20.

17.7 A summary of the figures presented in sections 17.2 – 17.6 is presented below.

Option	Financed cost	Net saving	Peak borrowing cost
1	2,577,000	315,821	236,000
2	2,233,200	219,118	190,000
3	3,893,850	161,924	319,000
4	2,233,200	208,844	197,000
2c	2,305,500	209,911	188,000

The figures show that options 2, 2c and 4, namely

- Option 2: A new school for Bodorgan School, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont;

- Option 4: A new school for Bodorgan School, Newborough, Dwyran and Llangaffo and a new school for Brynsiencyn and Parc Y Bont;
- Option 2c: One new school instead of Bodorgan, Newborough and Dwyran Schools and one new school for Llangaffo and Parc y Bont. Federate Brynsiencyn School

are the most affordable options, lead to the highest revenue savings and best match the foreseen Peak borrowing cost. Option 2c has the lowest peak borrowing costs and would give rise to the largest overall saving.

The only difference between the option is the location of Ysgol Llangaffo in the reorganisation.

Ysgol Llangaffo could be included as part of the new area school in the Newborough area. The advantages of such an option are proximity to the new school, quality of the road link to the new school etc. One possible disadvantage is that pupils from the Llangaffo catchment area wanting to attend a Church in Wales school would have to attend an out of catchment area school in Parc y Bont.

Ysgol Llangaffo could be included as part of the re-modelled Parc y Bont. The main disadvantage of this option is the road infrastructure between Llangaffo and Llanddaniel. This reflects Bangor Diocese Education Department's concern that parents from Llangaffo might not choose Parc y Bont because of local geography, road infrastructure and the apparent tendency to travel north towards the A55, rather than east or west. However, the findings from the parental questionnaire need to be noted, namely that the status of the school was the fifth most important factor for parents of pupils at Llangaffo School.

As noted in section 6, the Governors of Brynsiencyn School expressed an interest in working in partnership with another school, thus keeping the school on the existing site but under a different management structure. They also emphasised that a substantial % of pupils walk to school [as is the case for Newborough] – this has been proven in the traffic survey. This suggestion could be incorporated in the reconfiguration by officially federating Brynsiencyn with another school. This would lead to Brynsiencyn becoming part of another school with one governing body and one budget - one school on two sites. The reasons for considering this option are listed below.

- Journey times. If Brynsiencyn School was closed and the pupils were to be transferred to the new school in Newborough, the travel time from Brynsiencyn to Newborough would involve picking up pupils along the way in Dwyran and other places and would mean that the journey time could be close to the maximum time limit noted by Welsh Government i.e. 45 minutes.
- A large percentage of pupils at Brynsiencyn walk to school and sustainability is an important issue for Welsh Government. The document “**One Wales: One Planet** - The Sustainable Development Scheme of the Welsh Assembly Government” of May 2009 stated: “We want to increase the percentage of children who walk to school to match the UK average”.
- Figures from the 2014 School Census showed that 30% of pupils receive free school meals – this is the joint highest in the area. This measure is generally regarded as a measure of deprivation. This is higher than the average of 21.4% for Anglesey primary schools and higher than the average for Wales (20.8%). This would tend to support the point raised by some parents in Brynsiencyn that many do not have a car. It would also tend to strengthen the argument that Brynsiencyn School is a school for the community.
- The percentage of Welsh speakers in Brynsiencyn is the highest out of the 6 schools under consideration at 72%. This would support the ‘*Welsh medium and bilingual provision*’ driver for change specified in section 2 of this report.
- Journey to Llanddaniel. If Brynsiencyn School was closed and the pupils were to be transferred to

the remodelled Ysgol Parc y Bont, a 50 seater bus or coach would be required for transporting the pupils. However, the bus or coach would have travel on an unclassified road to Llanddaniel. Although the road is “generally more than 4 metres wide” according to Ordnance Survey maps, it is not an ideal route.

- Traffic arrangements around the school are deemed to be safe.
- The school is widely used by the community for example by the village football club, community council, elections, parties and other activities. Closing Brynsiencyn School would mean the loss of this facility for the community.
- As outlined in section 16 of the report, the
  - net project cost would be 3.5% less (£5,209,400 minus £5,029,000) for option 2c compared to option 2. In other words, the new school in the western part of South West Anglesey would not cost as much because it would not need to accommodate so many pupils. However, remodelling work on Parc Y Bont would still be required;
  - net savings would be 4% less (£219,000 minus £210,000) for option 2c compared to option 2;
  - peak borrowing costs would be 1% less (£190,000 minus £188,000) for option 2c compared to option 2;
  - cost the Authority would need to finance option 2c (£2,305,500) is 3% higher than for option 2 (£2,233,200).

- 17.8 The analysis also needs to take account of the need to consider the current and future Church in Wales provision. In this context, it is important to compare the provision in a community school (e.g. Ysgol Brynsiencyn, Ysgol Bodorgan, Ysgol Dwyran and Ysgol Niwbwrch) and a voluntary controlled (V.C.) Church in Wales school (e.g. Ysgol Parc Y Bont and Ysgol Llangaffo).

There are minor differences between a community school and a voluntary controlled (V.C.) Church in Wales school. Some of these are outlined below.

#### *Areas in common with other schools*

As for any other school, a VC voluntary controlled school is required to

- follow the National Curriculum;
- present Religious Education as part of the curriculum following the Anglesey Agreed Syllabus;
- hold a daily act of collective worship (namely hold a service every day for the whole school, in departments or class by class;
- nurture moral and spiritual values as well as other principles such as respect for others;
- inform parents of their right to withdraw the child from the collective worship and the Religious Education if they wish.

#### *Differences in a Church in Wales VC primary school.*

- A minority of governors are appointed to the Governing Body by the Church in Wales following statutory guidelines.
- The school’s collective worship and Christian character is supported and monitored by the Church in Wales.
- The Headteacher is asked to support and develop the school as a church school and its Christian character and values. Some of the Christian values are noted below:
  - Inclusion, namely equal opportunities for everyone, promoting each learner’s welfare and encouraging young people to achieve their full potential;
  - opportunity for pupils to consider the spiritual dimension to life;
  - respect each other’s background by encouraging young people to discover and understand

what they have in common, nurture a positive attitude to a variety of faiths. It should be noted that these are values developed in the six schools in question and shows that the difference between a voluntary controlled school and a community school is minimal.

## 18. RECOMMENDATION

### 18.1 Option A

This would be based on Option 2, namely *a new school for Bodorgan, Brynsiencyn, Newborough, Dwyran and one new school for Llangaffo and Parc Y Bont.*

In this context, locating one of the new schools in the Newborough area would mean that about a third of the children are able to walk to school.

Any remodelling at Parc y Bont would need to address the traffic issues identified at the start and end of the school day.

This option could also include the federation of Ysgol Brynseincyn with another school i.e. maintaining the school on the present site but under a different management arrangement.

### Option B

This would be based on Option 4, namely *a new school for Bodorgan, Newborough, Dwyran and Llangaffo and one new school for Parc y Bont and Brynsiencyn.*

Any remodelling at Parc y Bont would need to address the traffic issues identified at the start and end of the school day.

This option could also include the federation of Ysgol Brynseincyn with another school i.e. maintaining the school on the present site but under a different management arrangement.

In this option, **EITHER** the present Ysgol Parc y Bont, together with Brynsiencyn, would continue as a Church in Wales school **OR** the new school in the Newborough area (a new school for Bodorgan, Newborough, Dwyran and Llangaffo) could become a Church in Wales Voluntary Controlled school.

## **21st Century Schools**

The Isle Of Anglesey County Council considers that a 21<sup>st</sup> Century School should be able to provide the following:

### **Teaching and Learning Facilities**

Suitable teaching areas, including sufficient:

- Classrooms of an appropriate size which are spacious and well lit (as specified in the current Welsh Government guidance and Construction Bulletins)
- Suitable facilities for the Foundation Phase, including outside areas (as specified in the current Welsh Government guidance and Construction Bulletins)
- Areas for specialist practical work, including technology and art activities
- Modern ICT equipment
- Adequate storage areas (as specified in the current Welsh Government guidance and Construction Bulletins)
- Access to a learning resources room (as specified in the current Welsh Government guidance and Construction Bulletins)
- Smaller rooms for smaller groups e.g. targeted and SEN pupils
- An open air teaching area in the school grounds
- A school hall and dining facilities of an appropriate size (as specified in the current Welsh Government guidance and Construction Bulletins). Depending on the size of the school, this could be a dual use hall. Spring floors may be required for dual use school halls. There must be a dedicated store for dining tables.

### **Community Facilities**

A 21<sup>st</sup> Century School must be able to provide community services during school hours, in shared or dedicated areas. Consideration must be given to enabling wide ranging community use while prioritising the safety of children.

### **Sports Facilities**

- A grassed, private and safe area of adequate size within the school grounds (as specified in the current Welsh Government guidance and Construction Bulletins)
- A hard playing area (school yard) of appropriate size bearing in mind the capacity of the school (as specified in the current Welsh Government guidance and Construction Bulletins)

### **Staff and Administration Areas**

- Staff room(s)
- Separate staff toilets
- Staff working area (PPA)
- Head teacher's office
- Secretarial / Administration office
- Medical / Patient room
- Resources / Photocopying room
- Interview room

## General

- The school buildings must be in excellent condition and maintained at that level
- There must be disabled access to the full range of facilities.
- The building/buildings must be safe and include the following features:
  - A signposted reception area
  - Can be locked during the day with a single controlled access point to areas used by children
  - A safe fence surrounding the school site, but allowing public access to the school playing fields outside school hours, and a burglar alarm system
  - A fenced/enclosed area for Foundation Phase activities
  - Internal and external security cameras
  - Meeting the current building regulation standards for school buildings
  - Smoke detector and sprinkler systems installed
  - Meeting the requirement of the Equality Act 2010 for the whole building to be accessible to all
  - Separate access for vehicles and pedestrians
  - Bus loading and unloading point (where appropriate)
  - Safe bike storage area
  - No mobile classrooms or temporary learning areas
  - The appropriate number of washbasins / toilets / cloakrooms for the number of pupils
  - Use of renewable technologies where appropriate, e.g. wind turbines, solar / photovoltaic panels, recycling facilities, ground source heat pumps and / or wood burning boilers conforming with BREEAM standards, thereby reducing the carbon footprint
  - All references to size and space standards should conform with the relevant guidance published by Welsh Government and included in the appropriate Construction Bulletins



CYNGOR CYMUNED **BODORGAN** COMMUNITY COUNCIL  
Clerc/Clerk -

9 December 2014

School Modernisation  
Education Service

C  
Park Mount  
Ffordd Glanhwfa  
LLANGEFN1  
Ynys Môn LL77 EY

Dear Sir,

**Re: Future of Ysgol Gymuned Bodorgan**

I write on behalf of Bodorgan Community Council following its special meeting to consider your plans for rationalising schools in South West Anglesey.

The council is firmly and strongly opposed to any plan to close the educational facility in the community of Bodorgan. Since the Aberffraw area is part of the Ysgol Bodorgan catchment area (by parental choice), and since Ysgol Aberffraw has already been closed, closing Ysgol Bodorgan would leave a large part of south west Anglesey in an educational wilderness.

Education has been the historic strength of rural Wales, nurturing its unique culture and traditions. It has also been responsible for the survival of the language and its current strength through bilingual learning. Families are active and supportive in the communities themselves and this largely explains why the culture flourishes and extends to non Welsh speaking homes. Closing schools in rural communities would destroy all of this and it would endanger the future of the language itself in the long term.

In Bodorgan, the school building provides the only community facility in the whole area, on which several groups depend. There is a long term legal agreement safeguarding community use of the building at the County Council's expense. This undertaking would significantly reduce any financial savings the Council hopes to make.

The Community Council accepts and understands that the County Council is facing financial pressures. They do not accept, however, that reducing education is the way forward in response to necessary cut backs. They believe there are several other ways the Council could respond more effectively - by reducing waste, cancelling some of the madcap schemes which have recently been outlined in the press and taking a more constructive approach to reducing central expenditure.

Yours sincerely,

(Signed)

Chair, BODORGAN Community Council.



*Cano/fan Gymunedol* **BODORGAN** *Community Centre*

CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY COUNTY COUNCIL  
**19 DEC 2014**  
ADRAN ADDYSG A HAMDDEN  
DERBYNIWYD/RECEIVED

10 December 2014

School Modernisation  
Education Service  
Park Mount  
Ffordd Glanhwfa  
LLANGEFN1  
Ynys Môn  
LL77 7EY

Dear Sir,

**Re: Future of Ysgol Gymuned Bodorgan**

I write on behalf of the Management Committee of the community centre. Naturally, they are completely opposed to any change which would remove basic education from the community of Bodorgan. They believe that there would be no real saving from closing the school since the existing long term lease means that the County Council has to meet a financial obligation which cannot be avoided.

Removing education from this rural community would create terrible harm and endanger the future of the community itself. The long term effect of this course of action would be to harm the culture and future of the Welsh language. We realise that politicians have exceptionally short term horizons. It is vital that they understand the long term implications of the plan they have approved. They should realise that this community will ensure they are held to account for any harm resulting from their action.

Yours sincerely,

(Signed)

Elusen Rhif/Charity No -700192  
Cadeirydd/Chairman -.  
Ysgrifennydd/Secretary -.

# Malltraeth Ymlaen 'cyf'

Tel:  
E-bost:

10th December 2014

Rheolwr Rhaglen (Moderneiddio Ysgolion)  
Gwasanaeth Addysg  
Parc Mownt  
Ffordd Glanhwfa  
LLANGFNI  
Ynys Môn  
LL77 7EY



Dear Sir,

Re: Community School Bodorgan

I write on behalf of the Community Group Bodorgan to express our total opposition to any plan to move primary education away from this community.

Our reasons are many and varied and we will make them clear if the current proposals are move beyond the informal consultation period.

The authorities have decided to invest in "smarter working" but would do better to consider "smarter thinking" and realize the harm that would result from the closure of rural schools.

The strong Welsh culture has been derived from the traditions and cultures of rural communities, and prospered by providing education locally. Deleting the education provision in the local communities would destroy them and ultimately destroy the associated culture and even the language as well. A rural people identify themselves with their local communities and are willing to work together to strengthen communities, with the local school as the focal point. If the school is closed, the cooperation with the community cannot be transferred to other centers.

In Bodorgan, the school building is the only community facility available, and fortunately it a long term lease. Within the lease that has financial implications on the County Council - the financial implications that would significantly reduce any potential saving of closure. As it appears that funding is the main driver of this program, we suggest respectfully that you eliminate waste and central costs first before trimming any frontline services.

(Signed)

Copiâu - Clerc Cyngor Cymuned Bodorgan  
Y Cynghorwyr

MALLTRAETH YMLAEN cyf—cwmni cyfyngiedig drwy warant.

CYNGOR CYMUNED  
**ABERFFRAW**  
COMMUNITY COUNCIL

Clerc / Clerk:

Education Service,  
Isle of Anglesey Council,  
Park Mount,  
Ffordd Glanhwfa,  
Llangefni,  
Ynys Môn  
LL77 7EY.

19/12/2014

Dear ,

**Review of Primary Schools in South West Anglesey**

I would like to thank you on behalf of Aberffraw Community Council for your presentation on Wednesday evening 17 December.

You will be aware that the response of Council members to the proposals was varied and I hope they take the opportunity to voice their opinions individually.

On behalf of Aberffraw Community Council in general, I confirm that the Council accepts that the current situation is unsustainable and must be changed towards a system which provides for larger primary schools.

With regard to the village and community of Aberffraw specifically, some expressed concern about having to face a change in primary education for the second time since the village school closed in 2011.

Yours sincerely,

(Signed)

Clerc

# Ysgol Gynradd Brynsiencyn

**Appendix 6**



18th December 2014

C

Programme Manager  
The Education Service  
Anglesey Council  
Park Mount  
Glanhwfa Road  
Llangefni  
Anglesey  
LL77 7EY

Dear ,

Re: Primary Schools Review - South West Anglesey

Please find enclosed the response of the Governing Body of Brynsiencyn School to the Non-Statutory Consultation – Bro Rhosyr and Bro Aberffraw Areas.

We look forward to receiving the initial response to this process and the recommendations made by the Officers to the Executive Committee.

Yours sincerely,

Chairman

# Ysgol Gynradd Brynsiencyn



## Anglesey LEA Schools' Modernisation Programme Proposals

The Governing Body of Brynsiencyn School is committed and enthusiastic in supporting the staff to ensure that the children receive the best possible education in order to achieve their predicted targets both in the Foundation Phase and at Key Stage Two.

The Governors have met on five occasions and discussed the above proposals. Three of these meetings were convened specifically for this purpose. As a result of these discussions we, as a Governing Body, would like to make the following observations:

### **Regarding the current provision and facilities at our school:**

Brynsiencyn School is built on a large, ideally located site where there would be ample scope for expansion to accommodate larger numbers of pupils without losing valuable sporting and play opportunities for pupils, particularly those in the Foundation Phase. The outside area for play and learning is essential and a very important aspect of the Foundation Phase Curriculum. The main entrance to the school is in a very safe location whilst the access road is wide, with parking bays on both sides of the road outside the school gates. Brynsiencyn itself is on a direct route to the A55 and the two Bridges, which allows parents good access to other areas of Anglesey and the mainland. The majority of traffic flows through the village in an eastward direction in the mornings, and does not impinge on the vehicular access to the school. In contrast, other schools in the area have considerable problems with congestion at school drop off and collection times. The large, spacious site has allowed for provision of a poly tunnel and an area for growing vegetables and wild flowers, making the children aware of the joy of growing flowers, their own food and of healthy eating. Members of the local community have been involved in supporting this initiative by working with the staff and children on a regular basis. Further outdoor projects, such as keeping chickens (successfully piloted in Ysgol San Sior, Llandudno, and featured on last week's BBC Countryfile) could be developed on the site, allowing for the development of key skills in innovative and even financially profitable ways encouraging the children to learn about elements of entrepreneurship. There is also ample space and a southerly aspect which would be perfect for installing energy efficient technology to utilise

wind and solar energy, leading to long term savings particularly for heating the buildings which represents a large proportion of a school's budget nowadays.

At present, 96% of the children in Brynsiencyn School come from the village itself. The vast majority of children (about 90%) walk to school and there is a separate pedestrian access, situated away from the main entrance, leading from the main residential part of the village. This confirms the fact that Brynsiencyn is a true community school. The environmental and health benefits of being able to walk to school are well documented and we would be sad if our children were denied this opportunity. Not using cars or buses is also of great benefit to the environment, and must constitute an important factor, which should be considered when the LEA make their decision. For older Primary children, being able to walk to school unaccompanied encourages self-confidence and a degree of autonomy. The parents have stated firmly that they would not wish their young children to travel any distance to school, especially by bus.

There is a Breakfast Club held in the school and After School provision is being offered by local provider, Siwgr Plwm Day Nursery, which provides a similar service for another local school. This service would be a great advantage for parents wishing to drop their children off on their way to work and collect them at a convenient time after finishing work. It is likely that an increase in school numbers would create a greater demand for after school provision.

Our school is very much part of the village community with most children having extended family members living locally. This is significant as many families do not have their own transport, and grandparents and other extended family often step in to take and collect children from school, or collect children taken ill during the day. Children are also able to take part in many extra-curricular activities, such as The Urdd and sport, without the need for transport being provided. In a school with a high percentage of children receiving Free School Meals (26% in 2014, the second highest in the area) this is an important consideration ensuring that all children have equal opportunities. The local community is also strongly supportive of the school through attending special events and fundraising such as the Christmas Fair, Harvest Festival Service, and Christmas Concert. The children are regularly invited to take part in the Church Carol Concert and the Vicar of the Parish and the Local Minister visit the school on a regular basis to partake in various ways.

There is a strong Welsh cultural and linguistic ethos in the school with 72% of pupils speaking Welsh at home, the highest of any school in the review. The families, staff and Governors are committed to maintaining this and we are particularly concerned that this strong emphasis on the Welsh language could be subtly eroded by amalgamation with schools where a weaker Welsh language ethos prevails and with fewer first language Welsh speakers

The school has a strong family atmosphere with older siblings or extended family members offering support to younger children when they are settling in to their new surroundings. An independent Mudiad Ysgolion Meithrin cylch meithrin currently

uses a room in the school, giving the very young children an opportunity to become familiar with the school environment before they start attending the Reception Class. The standards of education and test results for the school are excellent with professional and experienced staff having created a warm and caring environment for the children.

**As a general response to the Consultation document we wish to offer the following comments:**

Two of the main drivers for change are the need to reduce surplus places across the area and the need to reduce the overall spend-per-head. We, as a Governing Body, challenge the fact that these performance indicators are applied equally, and unfairly, to urban and rural areas. Please see our letter to Rhun ap Iorwerth AM, which is attached, on these points. That said, we appreciate that the LEA is under considerable pressure to make space and cost savings, and that this may lead to some unavoidable closures. Across the 6 schools surplus places could be significantly reduced with relatively little disruption by closing those buildings which are less adaptable for expansion, and investing in those which remain to make them fit for the 21st century.

A key priority in Modernisation is that of raising standards. We would wholeheartedly agree with this, but feel that this will be best achieved by investing in Leadership and Management rather than the construction of new school buildings. The LEA presentation highlighted the fact that good schools are well led, and that non-teaching Heads are needed to provide excellent leadership and management of teaching staff. Appointment of non-contact Head Teachers is not viable in small schools, so the argument is made that a larger school or schools is needed. In a rural area such as ours, however, we would suggest that this key priority points instead to the need for Federalisation. Taking schools away from villages would be disastrous, but linking schools so that they share a non-teaching Head, responsible for co-ordinating the curriculum, with possibly a team of shared specialist-subject teachers, could be an effective and resource-efficient model. Teachers, rather than children, could move between school sites, minimising the need for additional transport, and providing subject-specific days at each school. A structure such as this might offer a more rewarding and exciting career prospect for Heads and teachers alike, attracting more candidates to education in the area.

Whilst modern buildings may be desirable, school reputations ultimately rest on teaching standards, quality of Head Teachers and staff, and high quality teaching resources more than state-of-the-art buildings. Parents who choose to drive their children out of their catchment area do so because they feel local schools are offering a poorer standard of education. The way to combat this is not to build more 'out-of-the-area' schools, but to invest in the local schools to attract parents back to their localities. The LEA presentation suggested that it cannot be assumed that children born in a locality will go on to attend school in that locality. If local schools are replaced by one large school for an area this will become a self-fulfilling



prophecy. An investment in local schools, on the other hand, could be the key to attracting all local children back to their neighbourhood school. The fact that housing stock retains or increases its value in communities where there is a local school bears out the fact that virtually all parents would prefer their children, especially those of Primary age, to be educated in the local community.

New schools may be built as 'fit for the 21st century', but in a relatively short time they too will be outdated and in need of repair. In housing terms it is not general practise to knock a building down and start again from scratch, but to renovate, extend and modernise. We question why schools should be any different, especially when saving money is a priority. The purchase of new land, disposal of current assets, building, borrowing and legal costs will all be far more expensive than extending and improving existing facilities such as those in Brynsiencyn. Financial plans for the proposed modernisation measures seem to rely heavily on the sale of existing sites. However, it is unlikely that these sites will be attractive to housing developers if they are in localities which will no longer have a village school and also if the developer has to meet current Planning requirements for building Affordable housing as part of an overall project. The Council could be left with money tied up in unsaleable assets and with the financial burden of a massive funding gap if this policy is pursued. We also wish to challenge the backlog maintenance figure of £120K quoted in the document for Brynsiencyn School, as some maintenance work has already been carried out. We believe that, having looked at the breakdown of costs, that a more accurate estimate would be under £80K.

The LEA presentation drew attention to the considerable movement of children between catchment areas across the Bro Rhosyr district, presumably to suggest that many people are already prepared to travel some distance to school. This movement, however, is by families who can afford to drive, probably dropping off children on their way to work, and should not be used to argue for greater mobility across the area. Poorer families rely on good education being provided in an easily accessible local school. Apart from the huge costs associated with transporting children to larger, centrally located schools, we are very concerned that this aspect of the proposals has not been fully thought through. A bus service could see children as young as four travelling several miles each day and families without their own transport might not be able to collect them from school if they were ill. Bussing children to schools further away will be particularly detrimental to children from deprived areas as presumably only one bus service would be available each way. The problem with this is that pre and after-school extra-curricular activities (mentioned in the LEA presentation as a vital part of education) would either be forced upon, or denied to all children from families without cars, as they would be reliant on the transport provided. Their children would either miss out on a range of extra-curricular opportunities, or have a long school day forced upon them so that they would have no chance to simply go out to play after school. This again would not be conducive to equal opportunities for all.

Issues of Health and Safety and Child Protection would also need serious consideration if transport to schools was provided, and for these reasons we would regard Escorts on buses as essential. Children's emotional security and wellbeing must be safeguarded by providing protection against bullying and intimidation, as well as a responsible adult to deal with health problems and other emergencies. Drivers cannot be expected to take responsibility for these safeguarding issues.

Furthermore, the Consultation document states that "transport is not provided for part-time nursery pupils" (p.22), so nursery provision within walking distance is more important in areas of greater deprivation. Closure of a school such as Brynsiencyn would threaten this provision, where the nursery is housed in the school, but independent of it, as it would be unlikely to survive as a stand-alone service.

### **Conclusion:**

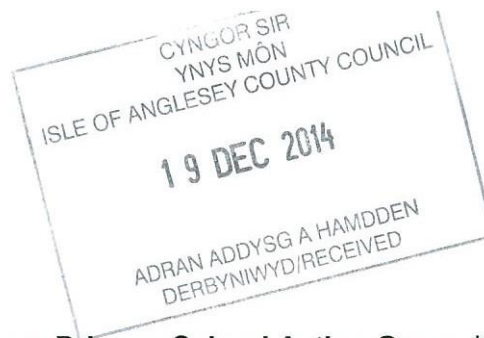
The current situation, and a comparison between the 6 schools in question, does not throw up an *obvious* solution, and this should lead to careful consideration of *all* possible options without bias before a decision is made. Whilst the provision of excellent education for our children is paramount, consideration should also be given to the geography of the area, most parents' reluctance to have their young children travel any distance to school, and the impact of closures on each local community when discussing what measures to take. In Brynsiencyn a recently formed Action Group protesting the proposed closures has gained some 400 members, with posters around the village and peaceful protests demonstrating the overwhelming strength of support for our school within the community. They are also preparing their own response to the Consultation Document.

We accept that some change is likely in the review area which may include closing some schools, but feel strongly, for the above sound reasons, that Brynsiencyn should not be one of them. We also accept that in due course children from the catchment area may use Brynsiencyn School, and we could see Federalisation as part of the overall solution.

On behalf of the Governing Body of Brynsiencyn School

Chairman

17 December 2014



**\*\* Save Brynsiencyn Primary School Action Group \*\***

The Brynsiencyn 'Save our school action group' believes that Ysgol Gynradd Brynsiencyn offers ideal conditions for our young children's learning. Personal attention leads to a sense of identity and a belief that effort is worthwhile. The current Loyal, committed teachers work as a team, with the children staying well on task. A typical example, The 2014 Christmas school concert demonstrated the outstanding excellence by devoted staff at all levels and by the young infants and juniors.

**PLEASE NOTE:** Smaller schools are caring places, close to home, family and community.

Tired old arguments that small schools cannot cope with the curriculum are now being thoroughly refuted in ways the public understands. In Estyn inspections and national tests in Wales, small schools are doing as well as and often better than the rest!

Children in small schools are secure, work hard, co-operate effectively, are happy to accept responsibility, have self-esteem, and behave very well. We the 'Save our school action group' believe that small schools are essential to the future well-being of society, ideally placed to serve as significant enterprises in their communities. Both the education of the children and the life of the community are enriched. We firmly believe that small schools represent a valuable stake in community provision.

As the 'Save our school action group' we object to any of the proposals tabled in the consultation document that would lead to Ysgol Gynradd Brynsiencyn being closed. The proposals completely fail to demonstrate that replacing our school would lead to **an improved education for our children**. Observing the options tabled for Ysgol Gynradd Brynsiencyn, the proposals are clearly driven solely by '**resources management**' and **not by school improvement, the interests of our children or their educational benefit**.

By closing village schools this will also distract young families moving into that community and overtime would become just an elderly populated community which certainly is not good for the communities of South-west Anglesey.

Ysgol Gynradd Brynsiencyn has served its local community with distinction for many years. It would be a terrible cultural and emotional strike against the village of Brynsiencyn if this historic primary school is closed down. Many professional people such as Doctors, Accountants, Barristers, Policemen/women, nurses, midwives, Social workers, Engineers, Teachers & Actors etc. have started their early education in this school and progressed through the education systems to achieve their ambitions.

It is acknowledged that some efficiency changes can be made to reducing the number of surplus places, this will result in considerable financial savings for the authority, but not for the sake of changes as for the building of brand New Schools.

The consultation document identifies SIX reasons for change. They do not all apply to Ysgol Gynradd Brynsiencyn.

### **1. Reducing the number of surplus places**

It is noted that the given figures for the year 2013, (Page 3) of the consultation document is misleading, because it fails to admit that Anglesey is now currently on target to achieve the Welsh Government's 2015 target of 15% of surplus places as the result of changes made in other school establishments within the authority.

It can be said there is no longer the same urgency to reduce the surplus of places in South-West Anglesey. The consultation paper is also deceptive by using different figures for surplus places – on page 13, the latest figures (September 2014) are used, for a total of 143 surplus places across the six schools but then on page 15 the total has jumped to 156 by using out-of-date January 2014 figures, making the position in the area seem even worse.

## 2 Financial matters

It is also acknowledged that spend per pupil at Ysgol Gynradd Brynsiencyn is 4<sup>1</sup>" in the comparison table (page 16) for the area in consideration. Estyn's 2012 inspection said **"In general, financial management is good and relevant decisions are based on improvement needs; considering its outcomes, the school offers good value for money"**.

- > The consultation document is misleading in the sense, no allowance is made for the capital costs involved in building one or more schools or any indication of how many years Anglesey would be paying off the debt and what the total cost would be; as ratepayers surely we have the right to know.
- > There is no breakdown of transport costs just a given cost of £29,000 for each of the options within the document.
- > What about cost for administrating and developing new schools or upgrading existing that may be kept open and also staff redundancy cost!
- > The Authority's official consultation document 2014 for reorganisation of primary schools in the Holyhead area noted that **"it is also important to develop a sustainable education system by using resources more effectively whilst reducing fuel consumption and carbon emissions."** Why is this not a consideration in the South-West Anglesey consultation document?
- > Families living beyond walking distance from the new school or schools but are not far enough away to qualify for free transport is also completely overlooked
- > What about the costs of road improvements to South-West Anglesey which also needs to be considered. The road access from the A4080 Llanedwen junction to Llanddaniel Fab is very poor in parts and the same can be said from the A4080 Dwyran to Llangaffo.
- > Backlog maintenance costs on Ysgol Gynradd Brynsiencyn appear incorrect, this needs reviewing and updating ASAP

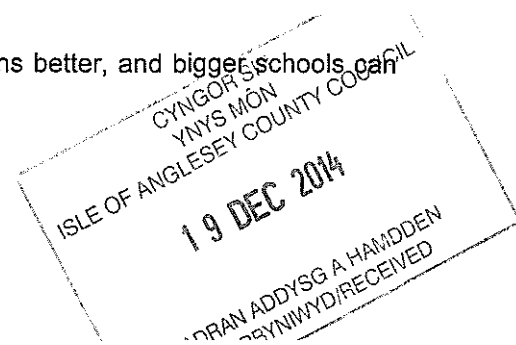
## 3 Raising standards

The consultation document says that **"the need to further improve standards is a priority"** but fails to explain why building new schools in this area will lead to higher standards than those currently being achieved.

**"School size and educational effectiveness"** (The Estyn report - December 2013), highlights the following:

- > "The differences [between schools of different sizes] are generally small and represent trends that do not determine the performance of all individual schools. **Schools of all sizes can perform well or badly.**
- > "There is generally little difference in the percentage of pupils achieving the expected level in the Foundation Phase or end of key stage 2 teacher assessments for different sizes of schools."
- > **"Small primary schools [100 or less] generally have better attendance levels** than medium-sized [101 to 300] and large [more than 300] primary schools."

The report also indicates that it is not the case that bigger necessarily means better, and bigger schools can have their own problems.



The standard of teaching is of good quality almost without exception across the school. ( Estyn Report on Ysgol Gynradd, Brynsiencyn June 2012)

#### **4. Ensure up-to-date resources in relation to schools and classroom resources**

*The consultation document says "Welsh Government's expectation is that schools should be buildings that meet with the expectations of the twenty first century. This means that they should be modern, fit for purpose buildings that make best use of modern technology."*

PLEASE NOTE: It is only fair to treat all primary school consultations equally; we would like to compare and again refer to the Holyhead area consultation document during 2012 which stated:

*"The Welsh Government has identified as a priority that schools should have buildings that meet twenty first century expectations that are fit for purpose, in the right place and that meet the needs of learners whilst providing a resource for the community. It is also important to develop a sustainable education system by using resources more effectively whilst reducing fuel consumption and carbon emissions."*

It is not just about having modern buildings, but taking care to see that these buildings are in the right place, are a community resource, and are environmentally appropriate.

Ysgol Gynradd Brynsiencyn is a fairly modern building built in 1972, and fit-for-purpose. Yes lack of maintenance expenditure by the authorities over a number of years and by no means the fault of the school management. This can be rectified and no doubt much cheaper than building new school(s).

Again referring to the Holyhead consultation document notes, it is a priority that schools are in the right place. Ysgol Gynradd Brynsiencyn is already in the right place, not just within its catchment area but within the village. It is within walking distance for many pupils, helping reduce fuel consumption and good access.

The council must make *"more effective use of limited capital programmes"*, as the document states, no doubt would be best done by NOT building a new school but to consider merging schools.

A point worth noting is that one of the schools in question is sited on a 'Flood Plain' and seemingly has had water damage during the past few years.

Suggestions we would like the Authority to consider:

- Leave Ysgol Gynradd Llangaffo and Ysgol Pare Y Bont (Church school) as stand-alone schools, both schools are currently up and full to capacity;
- To merge Ysgol Gynradd Dwyran with Ysgol Gynradd Brynsiencyn;
- to merge Ysgol Gynradd Bodorgan with Ysgol Gynradd Niwbwrch

#### **5. Break the link between deprivation and low educational attainment**

We firmly believe there is absolutely no explanation of how the Building of a brand New School(s) will improve educational outcomes for our children, whatever the pupil's background.

#### **6. Leadership and management capacity**

We agree that *"good schools are well lead"*. So does Estyn, which said in their report - December 2012 "School size and educational effectiveness" that:

*"A common feature of successful schools is good leadership. All schools, irrespective of size, can perform well where the quality of leadership is good or excellent."*

Ysgol Gynradd .Brynsiencyn; has excellent and devoted staff at all levels, and this is reflected in its,success.

Since the appointment of the head teacher to his permanent post in September 2010, an effective vision has been created for the school.

## **7. Community Role and Knock on Effect for the Community**

Again the Welsh Government recognises that **"it is a priority that schools also provide a resource for the community"**. It is also noted from the Holyhead consultation document mentioned earlier. There is no indication in the South-West Anglesey consultation document as to how this priority would be achieved by considering closing Ysgol Gynradd Brynsiencyn; this priority is not even mentioned.

Ysgol Gynradd Brynsiencyn is a community school and is well respected by the community to organise various community events, e.g. carol singing, members of the community are invited to attend school concerts and to the numerous activities held at the school, e.g. Christmas and Summer Fairs, Harvest Service, etc.

The existence of Ysgol Gynradd Brynsiencyn, in its current state, is essential to the community life here in Brynsiencyn, without it, there would be no life, or focus in the village; the school accommodates the Cylch Meithrin nursery school, and this year has celebrated 40yrs in Brynsiencyn. The Cylch also provides the school with children for the new academic term.

Over the last two years (summer holidays), the school has invited parents and members of the community to assist with the conservation of the vegetable plot, flower garden and Polly tunnel. The community and parents would meet on a Saturday morning with their children and work together to keep the area clean, tidy and well maintained.

## **8. Conclusion**

We wish to make it quite clear; that the proposed consultation document gives the indication of being about **'resource management 'ONLY' rather than school improvement**, which is contrary to **Estyn's guidelines**.

It proposes to endanger the futures of our children, by assuming that new schools will necessarily lead to better educational outcomes, without any evidence to back this up and no doubt will have a major impact on the wider community.

We urge the Education Department/Council to **exclude** Ysgol Gynradd Brynsiencyn from closing, the community will welcome with open arms for another school to merge with our school in working towards success.

**We ALL wish to "Thank you for taking the time to read our response".**

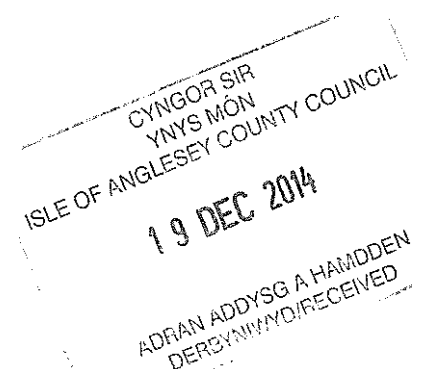
***We the undersigned object to any of the proposals put forward in the consultation document that would lead to Ysgol Gynradd Brynsiencyn being close; but certainly will welcome another school to merge with our school:***

Signed on behalf of the action group

Chairman

Vice Chairlady

Secretary



CYNGOR CYMUNED LLANIDAN  
LLANIDAN COMMUNITY COUNCIL

Clerc / Clerk:  
Rhif Ffon / Tel No:  
E-bost - E-mail:

December 18, 2014

/  
( Programme Manager  
Lifelong Education Department Park Mount  
Ffordd Glanhwfa  
LLANGEFNI LL77 7EY

Dear Sir,

NON STATUTORY CONSULTATION - BRORHOSYR AND BRO ABERFFRAW  
ARENON STATUTORY CONSULTATION

(November 17 - December 21, 2014) RE: YSGOL GYNRADD BRYNSIENCYN

I write to you on behalf of Llanidan Community Council to thank you and your team for attending the meeting held on 16 December 2014 to explain the situation and the options for the future of primary education in the area.

The matter was discussed by the Council at a special meeting. It was resolved that I should inform you that the Council strongly favours the retention of Ysgol Brynsiencyn, but is prepared to see federalisation as the way forward in the present circumstances.

The Council supports the Governors' comments in the document.

The main reasons for keeping the school at Brynsiencyn are as follows:

- It is a community school which is well used and supported by local residents.
- The school is located close to a housing estate by a comparatively quiet road and there is ample room to expand in the future.
- A significant number of the pupils (72%) come from homes where Welsh is the first language and the parents are proud of the strong Welsh character

- A large number of pupils (approximately 90%) walk to school and the parents do not wish to see their children having to travel by bus to another school.
- Children are given opportunities to attend extra-curricular activities without having to travel. This is important since 30% of the pupils receive free school meals.
- The building is used by Mudiad Ysgolion Meithrin, and therefore the smallest children get to know the school environment.
- Following a public meeting in the village an Action Group was formed which now, it appears, has 500 members. The large number who have joined the Group reflects the strength of local feelings.
- It is unfair to compare the expenditure per head in a rural area such as this with that of urban areas.
- If the children had to travel to another school which might not necessarily be the parents' choice, then the parents suffering greatest deprivation (e.g. those without a car) would be at a disadvantage by having their choice restricted.

Yours sincerely,

Clerk of Llanidan Community Council



**Corff Llywodraethu BRO RHOSYR Governing Body  
YSGOLION NIWBWRCH / DWYRAN SCHOOLS**



Cadeirydd / Chair:  
Pennaeth Mewn Gofal/Head in Charge:  
Clerc / Clerk :  
Niwbwrch  
Dwyran



December 15, 2014

Dear ,

Thank you for the meeting held on Tuesday 25 November. As a Governing Body we have now had an opportunity to discuss your proposal. We found it difficult to come to a decision based on the information given at the non statutory meeting since there were several incorrect or misleading points.

The governing body has not received any acknowledgement of the points raised at the meeting to enable us to make an informed judgement. The on-line information has not yet been amended, which is very disappointing.

Niwbwrch and Dwyran schools are at the heart of the community. Ysgol Dwyran is a community building where many activities take place. These events are arranged by a committee. If the school closes, the council has no other facility to take its place. Because of the rural nature of the two schools, their closure would have a detrimental effect on the children, parents and the community at large.

In the case of a new area school or schools, we have concerns about school transport to the new school(s) and feel that this will influence the choice made by parents. We are also concerned about supervision during school transport. There will, consequently, be unnecessary cost to the council if parents make their own arrangements to carry their children to the school of their choice. We are aware that parents have expressed concern about the location of a new school in terms of its distance from the A55 and travelling times. As a governing body, we are satisfied with the educational standards in both schools. A new building will not directly improve standards.

There is no analysis of the school maintenance costs. You will be aware that Ysgol Niwbwrch has needed a new boiler for some time and the council has already built a room to house the system. It is very difficult to make an informed decision without the full facts.

To summarise, our governing body has looked at the consultation document but has not come to a decision based on the current information provided. We look forward to receiving revised information and a response to this letter. We are content for you to send your response to the clerk.

Yours sincerely

Chair and Vice Chair of the Governing Body

Adolygiad Ysgolion Cynradd De Orllewin Mon  
Primary Schools Review South West Anglesey -  
Ffurflen Sylwadau / Feedback Form

1. Do you agree with the reasons for change?

No, we don't.

2. Which option do you support?

None of the proposals.

3. Do you have other suggestions?

The main difficulty in discussing modernisation in this area is the fact that so many parents opt to take their children to other schools. In the event of any change, it would therefore be almost impossible to predict parental choices. It's a pity that the report did not also include data about Ysgol Henblas and Ysgol Gaerwen, since any change will surely have an impact on these two schools as well.

It would be wise in my opinion to begin by merging the schools of Bodorgan, Dwyran, Newborough and Brynsiencyn, building a single new school. Significant expenditure is needed in these four locations and they all have a high percentage of vacant places.

The two remaining schools are almost full and have the lowest expenditure projections. They are both Church Schools as well. Thinking of a central location to build one new school is difficult. Undoubtedly, convenience is a very important factor when parents choose a school. The connecting roads are in a terrible state. I believe that these two schools should be federalised.

4. Are there any other matters you would wish to draw to our attention?

I would like to draw your attention to the following excerpts from the recent ESTYN report on Ysgol Llangaffo.

- Pupils have a strong commitment to the school and staff
- As they co-operate on tasks or move around the school, nearly all behave responsibly and show respect and care for each other and towards visitors.
- Pupils enjoy coming to school.
- The practice of taking part in a variety of activities in the village strengthens pupils' involvement in their local community considerably.
- The school's physical environment is good and has plenty of room
- The school's buildings and surrounding grounds are used effectively by pupils and adults and are well maintained.
- The school is a happy and orderly community
- The school is a happy and inclusive community that promotes equal opportunities regularly for all pupils and adults.

We accept that being a pupil in a large new school has its advantages, but we should not underestimate the advantages of being a pupil in a small school either. Here, every pupil takes an individual role in religious services, every child takes part in every sports day event, every parent comes to the school fair. Ysgol Llangaffo is a community and a family, and the experiences and opportunities enjoyed by each and every child at this school gives them very firm foundations for the future.

5. Providing your details in the following box is optional.  
Post /Category of Respondent

Staff Ysgol Llangaffo

Dychwelwch unrhyw sylwadau at / Return any comments to:

Rheolwr Rhaglen,  
Y Gwasanaeth Addysg,  
Cyngor Mon,  
Parc Mownt,  
Ffordd  
Glanhwfa,  
Llangefni ,  
Ynys Mon LL77 7EY.



**Primary Schools Review – South West Anglesey**

**1. Do you agree with the reasons for change?**

As Governors we recognise the need for change in the area, and therefore agree with the reasons for the change in the broad context. However, we do not believe that the reasons for change apply to Ysgol Parc Y Bont.

It is therefore our clear and unanimous view that Ysgol Parc y Bont should remain as it is, for the following reasons.

- *There is no problem of vacant places at Ysgol Parc y Bont – one of the main reasons for the proposed changes.*
- *The school provides value for money – expenditure per capita is lower than any of the other schools in the scheme – and much lower than 4 schools.*
- *The school was built in 2000 providing appropriate and modern accommodation and resources for education of the highest standard. No significant expenditure is required on the building contrary to some of the other schools.*
- *The main priority of the school – its standards – are consistently high. See the 2008 and 2014 inspection reports. Staff over the years have established and promoted a close knit and supportive learning community.*
- *As a community resource, it gives priority outside and beyond school hours to tackling the link between deprivation and low attainment.*
- *Geographically, the school has nothing in common with the other schools forming part of the review. The parents would naturally turn towards Llanfairpwll or Gwynedd in the event of a change of location, rather than any new school in the area. The school is in the catchment area of Ysgol David Hughes, and the natural flow / parents' work is towards Llanfair and the bridges rather than towards Brynsiencyn or Llangaffo etc.*
- *Ysgol Parc y Bont is a Church School and this creates a unique ethos which it is important to protect. It must be remembered that following the closure of Llanddaniel-fab parish church many years ago, Llanfairpwll parish has officially merged with the parish of Llanddaniel-fab. In no circumstances should this be ignored or undone. The contribution and role of several Rectors has been prominent and a crucial factor in promoting the Christian ethos. They have contributed to the life of the school and have enriched the education, experiences and opportunities offered to the children.*

**2. Which option do you support?**

**As stated above, the Governors believe strongly for the above reasons that Ysgol Parc y Bont should be excluded from the process entirely and left unchanged.**

Nevertheless, we would be willing to consider and discuss Option 2, i.e. to merge Parc y Bont and Llangaffo, subject to a clear and firm stipulation that the school be located on the site of Ysgol Parc y Bont.

As already noted, Parc y Bont is a Church School and merging with Llangaffo, which is also a Church School, would retain the special ethos which is so important to parents.

Merging the two schools on the present Llanddaniel site would take full advantage of our modern building and its grounds, and would provide value for money. It would also protect and nurture the high education standards achieved by Ysgol Parc y Bont.

Yours sincerely

**Chair of Ysgol Parc y Bont, and on behalf of the Governing Body**

16/12/14

**Non Statutory Consultation - Bro Rhosyr and Bro Aberffraw areas - response  
of Cyngor Cymuned Llanddaniel Fab**

This community council recognises that change is needed in the area but, for the reasons outlined below, we do not agree that the reasons apply to Ysgol Parc y Bont. We genuinely believe that Ysgol Parc y Bont should be excluded from the process and left unchanged.

The continued existence of Ysgol Parc y Bont is essential for the pupils to develop into rounded citizens, proud of their community and its way of life. In reality, the impact would be even more far reaching and detrimental – the whole community would lose its heart, focus and vigour. The present school “is in effective partnership with parents, the community, the Church in Wales, other schools and agencies, and this enhances the provision for pupils and makes a considerable contribution to raising standards” (Estyn2008 inspection report). There is a strong partnership with the community, e.g. the Youth Club, the Women’s Institute, the elderly, the Ti a Fi playgroup and collaboration with the community council. The school also has a breakfast club and an after school fun club. The school’s modern assets serve both education and the community well, in furtherance of one of the priorities of Welsh Government. An excellent resource such as this should not be forsaken to solve problems in other areas.

We draw your attention to the following points:

- *There is no problem of vacant places at Ysgol Parc y Bont – one of the main reasons for the proposed changes.*
- *The school provides value for money – expenditure per capita is lower than any of the other schools in the scheme – and much lower than 4 schools.*
- *The school was built in 2000 providing appropriate and modern accommodation and resources for education of the highest standard. No significant expenditure is required on the building contrary to some of the other schools.*
- *The main priority of the school – its standards – are consistently high. See the 2008 and 2014 inspection reports. Staff over the years have established and promoted a close knit and supportive learning community.*
- *As a community resource, it gives priority outside and beyond school hours to tackling the link between deprivation and low attainment.*
- *Geographically, the school has nothing in common with the other schools forming part of the review. The parents would naturally turn towards Llanfairpwll or Gwynedd in the event of a change of location, rather than any new school in the area. The school is in the catchment area of Ysgol David Hughes, and the natural flow / parents’ work is towards Llanfair and the bridges rather than towards Brynsiencyn or Llangaffo etc.*
- *Ysgol Parc y Bont is a Church School and this creates an unique ethos which it is important to protect. It must be remembered that following the closure of Llanddaniel-fab parish church many years ago, Llanfairpwll parish has officially merged with the parish of Llanddaniel-fab. In no circumstances should this be ignored or undone. The contribution and role of several Rectors has been prominent and a crucial factor in promoting the Christian ethos. They have contributed to the life of the school and have enriched the education, experiences and opportunities offered to the children.*

In respect of the other options, we would be willing to consider / discuss Option 2, i.e. to merge Parc y Bont and Llangaffo, subject to a clear and firm stipulation that the school be located on the site of Ysgol Parc y Bont.

As already noted, Parc y Bont is a Church School and merging with Llangaffo, which is also a Church School, would retain the special ethos which is so important to parents.

Merging the two schools on the present Llanddaniel site, and utilising this modern building would provide value for money. It would also protect and nurture the high education standards of Ysgol Parc y Bont.

Yours sincerely, and on behalf of Cyngor Cymuned Llanddaniel Fab

Chair

21/12/14

Clerk

**Adran Addysg Esgobaeth Bangor**

Canolfan yr Esgobaeth  
Clôs y Gadeirlan  
Bangor  
Gwynedd  
LL57 1RL



**Diocese of Bangor Education Department**

Diocesan Centre  
Cathedral Close  
Bangor  
Gwynedd  
LL57 1RL

**Appendix 13**

21 Rhagfyr 2014

School Reorganisation and Modernisation Officer  
Lifelong Learning Department, Isle of Anglesey Council  
Park Mount  
Ffordd Glanhwfa  
Llangefni  
Ynys Môn  
LL77 7EY

Dear ,

**Non Statutory Consultation – Bro Rhosyr and Bro Aberffraw**

On behalf of the Diocese, can I thank you and of your colleagues in the Lifelong Learning team for the documentation and consultation meetings relating to the non---statutory consultation in the B Rhosyr and Bro Aberffraw area. Your department has done much more than could be expected to ensure that all stakeholders have an opportunity to respond and comment on this consultation process.

In response to this non statutory consultation, the Diocese of Bangor's Board of Statutory Education would like to make the following comments:

- 1 The Diocese understands need for the Isle of Anglesey Council, as the Local Authority (LA) to reduce surplus places, provide fit---for---purpose 21<sup>st</sup> century school buildings, whilst working within financial constraints but yet still ensuring that learners have the opportunity to fulfil their full potential.
- 2 The Diocese understands that its church school provision may not remain exactly as it is at present in this area (Ysgol Parc y Bont and Ysgol Llangaffo are both voluntary controlled Church in Wales primary schools).
- 3 The Diocese would want to ensure that if the number of its schools were to be reduced in any reorganisation, the number of its school places should not suffer, and remain at the same level as it is at present.
- 4 Consideration might also be given to the provision of a voluntary aided school, which would be financially advantageous to the LA.
- 5 Option 2 would be an appropriate option, though the Diocese would be concerned that if one of the existing school sites were to be used for a new school, not all parents of pupils in the other school would transfer their children to 'other' site, because of local geography, road infrastructure and the apparent tendency of parents to travel north to towards he A55, rather than east or west 'across country'.

*Cyfarwyddwr Addysg a Swyddog Cyfathrebu -- Director of Education and Communications' Officer*

Gartref --- Home

Swyddfa --- Office

Ffôn Lôn --- Mobile



**Adran Addysg Esgobaeth Bangor**

Canolfan yr Esgobaeth  
Clôs y Gadeirlan  
Bangor  
Gwynedd  
LL57 1RL



**Diocese of Bangor Education Department**

Diocesan Centre  
Cathedral Close  
Bangor  
Gwynedd  
LL57 1RL

- 6 The informal consultation meetings with governors and parents at both schools would appear to indicate that Church school provision is important to a significant number of parents in choosing these schools for their children's education.
- 7 The Diocese can understand why some parents of pupils at both schools feel aggrieved at the inclusion of their children's schools' inclusion in the informal consultation, because,
  - i both schools have negligible, if any surplus places.
  - ii both schools have the least expensive maintenance backlog of the schools in the informal consultation, though neither meets the Welsh Government standards for 21st Century Schools.
  - iii both schools have been recognised as 'good' throughout in their provision by Estyn.
- 8 Ysgol Llangaffo is a 'small' school, though there are smaller (in terms of pupil numbers) schools in the LA who, according to Estyn, do not attain the same standard of provision as Ysgol Llangaffo.

As ever, the Diocese would welcome the opportunity to further discuss this non---statutory consultation with the LA, and looks forward to continuing to the good working relationship that exists between the LA and the Diocese.

With my prayers and best wishes

(Signed)

Church representative

██  
Cyfarwyddwr Addysg a Swyddog Cyfathrebu -- Director of Education and Communications' Officer

Gartref --- Home ██████████

Swyddfa --- Office ██████████

Ffôn Lôn --- Mobile ██████████

## **UCAC Response to the Non Statutory Consultation Document on School Reorganisation in South West Anglesey**

**December 2014**

### **Introduction**

Undeb Cenedlaethol Athrawon Cymru (UCAC) is glad to have this opportunity to respond to the Non Statutory Consultation on School Reorganisation in South West Anglesey (the document). We would be more than happy to expand on these comments and discuss them at any time.

UCAC appreciates the Authority's desire "*to ensure modern schools that are suitable for the twenty first century*". We fully realise that the Isle of Anglesey County Council faces a challenge in trying to plan for ensuring the best provision in a largely rural area such as this. We also recognise that school reorganisation is a complex matter and that there are different opinions and strong feelings among pupils, parents, school staff and the communities themselves.

It is therefore good to know that a programme of consultation with stakeholders is taking place, and will continue to do so throughout the process so that local communities are involved in any reorganisation plans, and "*to collect comments and ideas*" about suitable modernisation plans for the area.

### **The Options**

UCAC is glad to see a range of options being presented and hopes that the Council will give full regard to any other options suggested as part of this consultation. While recognising that the *status quo* is not a realistic choice, UCAC is not in a position to support any individual option at the expense of others. We therefore make the following general comments in response to the document and based on the experience of our members in other areas where reorganisation has taken place, or is currently happening.

### **Reasons for Change**

#### **2. Reducing the number of surplus places**

UCAC fully appreciates that local authorities are under pressure to reduce the number of surplus places in their schools. Clearly, this plan tries to do that. The experience of our members in several counties is that the stated capacity of buildings does not always fairly reflect the actual amount of space available because of the way capacity is calculated.

There is a tendency to build new schools which soon become too small. We also need to be aware that statistics show the population will increase over the coming decade. This will naturally affect primary schools in the first instance. The document highlights the fact that many children across the six schools are being educated outside their natural catchment area. This suggests that it will be impossible to predict with certainty the choices parents will make in this area.

#### **3. Financial Matters**

The Union is fully aware of the huge financial pressures currently faced by schools and education authorities. We regularly bring these matters to the attention of politicians. In respect of the anticipated savings, we often find that additional costs – both capital and revenue – have not always been identified in planning school reorganisations. The actual savings are ultimately less than anticipated.

#### **4. Raising Standards**

UCAC fully supports all aspirations to maintain and raise standards. The Union is concerned, however, that there is now a culture in Wales of measuring standards solely in terms of raw results without giving any consideration to the effort of individual pupils or the hard work put in by staff. We believe that the document does not recognise sufficiently the progress made already over the past three years in the schools under consideration. For example, there are eight judgments in the upper quartile in the table on page 17 compared with three in the lower quartile, but the document focuses on the lower quartile. Similarly, almost 80% of the Estyn judgements on page 20 are good, but the narrative refers to “many good grades”.

Such negative treatment by the Education Authority does nothing to improve staff morale in the schools under review, nor the profession as a whole. The document also fails to acknowledge any collaboration between the schools which already happens in the area.

#### **5. Up to Date Buildings and Resources**

The Union welcomes the desire for buildings and resources in twenty first century schools to be “*fit for purpose*”. We agree that providing the best learning environment is essential for pupils’ education. We would add that this improves staff morale as well. Except for Ysgol Llangaffo, the present school buildings are fairly recent in comparison with some in other areas which have gone through the same review process. We realise that lack of expenditure on maintenance has caused buildings to deteriorate throughout Wales to the point where they are not as suitable as they could be. It is essential that any remodelling or new buildings provide accommodation which will remain fit for purpose well into the present century - facilities that are well planned, well built and well maintained.

We urge the Authority to ensure that detailed background work takes place without delay into the suitability and availability of land if consideration is to be given to new buildings. It is essential for these matters to be resolved before presenting formal proposals.

In a period of unprecedented cut backs in the public sector, we have to ask will the necessary funding be available to ensure that the plans are delivered?

UCAC believes education should be provided in as many communities as possible, for the benefit of the wider community and to reduce the time spent by pupils travelling to school. The price of losing a school’s presence is beyond measurement and specific plans will be required for communities likely to lose their local school. We are not convinced that a single large school is the best answer for the whole area under consideration.

#### **6. Breaking the link between deprivation and low educational attainment**

The Union supports the national initiative to break this link. Resources are needed - in particular experienced teachers - to respond to the challenge and requirements. The modernisation programme of itself will not meet this challenge. Indeed, we would argue that the teacher: pupil relationship in a small school is often a great asset in *ensuring “that children reach their potential whatever their background.*

**Informal Consultation with Newborough School Council 23/02/15**

**Facilitators** – [REDACTED]

**Number of pupils who participated** – 7 members of the School Council - [REDACTED]  
[REDACTED]

**Background**

The pupils were thanked for agreeing to meet us. It was explained that a consultation had been held with the adults in the community, but this was the opportunity for the children from the area to voice their opinions on the Council's plans for school modernisation. This was a chance for the children to have their say on the options being proposed for this area. We will then feed back this information to the Councillors as part of the Informal Consultation.

It was explained that the reasons for modernising were:

- Anglesey has too many vacant places in the schools
- It was costing too much to continue with the current number of schools
- Make sure all pupils had a good education
- Make sure that every school was modern and had good equipment

Newborough school has room for 104 children, but only 51 attend, according to the report. The pupils thought that there were around 60 at the school now. Everyone on the School Council could walk to school, if the weather was ok. In general, they did not know many pupils from the other schools in the area.

They could name all 6 schools that are part of this Modernisation Plan. They are Newborough, Brynsiencyn, Bodorgan, Dwyran, Llanddaniel (Parc y Bont) and Llangaffo.

**What did the pupils like in their current school?**

Lego; Good Teachers; they learnt well with their friends; the children produced good work, the layout of the classes, Teachers that make the lessons fun; Good Playground, Gardening with the pupils growing all sorts of vegetables; everybody know each other.

**The different options were explained in the new plan:**

**Option 1**

Build a new school for the children from all 6 villages for around 330

**Option 2**

Build 2 new schools with the children from Newborough joining Bodorgan, Brynsiencyn, and Dwyran (around 170 children) in one school.

(The other school for the children from Llangaffo and Parc y Bont – 135 children)

### Option 3

2 new schools with the children from Newborough joining children from Bodorgan and Dwyran (around 120 children) in one school

The other school with children from Llangaffo, Parc y Bont and Brynsiencyn joining (around 210 children)

### Option 4

2 new schools, with the children from Newborough joining Bodorgan, Dwyran and Llangaffo (around 180 children) in one school.

The other school with children from Brynsiencyn and Parc y Bont joining (around 150 children)

### Option 5

Join some of the current schools, but no new buildings

e.g. children from Bodorgan to come to Newborough school

Children from Llangaffo to join Newborough school

Close Newborough and the children to go to various other schools

This would not give new schools or save as much money.

It was discussed that with some options it may mean that they wouldn't go to the same Secondary School as their classmates. However, this was currently likely to happen as pupils from Newborough intended to go to David Hughes, Friars and Ysgol Gyfun Llangefni.

### Comments on the options

- Concern about small children having to travel by bus to a school in a central area – one pupil told us that she had a little sister in the Infants. She would not want to see her having to go to school by bus.
- They were worried that the teachers would not have the time to give the children the same level of attention
- They did not want more than 2 school years in one class
- There would be more children to make friends with
- Would there be more bullying in a big school, and would the teachers have enough time to deal with this
- What if a child was sick. Would there be a room for them to wait for mum or dad to come and fetch them. What would happen if mam didn't have a car?
- They would want their present teachers to move with them
- Sad face if he had to travel from one end to the other of a big area. New school needs to be central
- 3 of the children said they suffered from travel sickness if they had to go any distance in a bus, and this worried them.

## Completing the Questionnaires

### Did they agree with the reasons for change?

6 didn't agree, and one agreed (but was uncertain)

### If you had to choose, which option would you prefer?

- 2 agreed with Option 2
- 4 agreed with Option 5 – of these 2 would want to see children from Dwyran joining Newborough, 1 would want to see children from Dwyran and Bodorgan coming to Newborough, and 1 wanted to see children from Dwyran or Bodorgan joining them.
- 1 undecided

4 also noted in any other matter that they wanted their teachers to remain with them, if they had to move.

## Conclusion

On the whole, the children did not want to see schools being joined together, even if it meant a new school, but if they had to join, then they saw joining with Dwyran, Bodorgan and possibly Brynsiencyn as the best option for them.

Thank you to the pupils for taking part and making it a pleasure to be with them

The report will be circulated to the Headteacher, to distribute to the pupils, and the content will be passed to the Councillors as part of the informal consultation.

  
*Ynys Môn Youth Service*

**Informal Consultation with Dwyran School Council 24/02/15**

**Facilitators** – [REDACTED]

**Number of pupils who participated** – 3 members of the School Council – [REDACTED]  
[REDACTED]

**Background**

The pupils were thanked for agreeing to meet us. It was explained that a consultation had been held with the adults in the community, but this was the opportunity for the children to voice their opinions on the Council's plans for this area. We will then feed back this information to the Councillors as part of the Informal Consultation.

It was explained that the reasons for modernising were:

- Anglesey has too many vacant places in the schools
- It was costing too much to keep all the schools as they are at present
- Make sure all pupils had a good education
- Some schools were very old and needed a lot of spending on them

Newborough school has room for 104 children, but only 51 attend, according to the report, and there are many empty places in Dwyran school as well. Everyone on the school council lived in the village and could walk to school.

They could name 5 of the schools that are part of this Modernisation Plan - Newborough, Brynsiencyn, Bodorgan, Dwyran, and Llangaffo, but not aware of Llanddaniel (Parc y Bont). They knew children from all the schools they had named.

**What did the pupils like in their current school?**

Good Teachers and other support staff; it is a welcoming school and the children feel comfortable in it; everyone know each other; they like the after-school club and the breakfast club; had participated in Campau'r Ddraig; the Green Club had started making a greenhouse out of plastic bottles; having a playing field is important to them; they liked being able to walk to school.

**The different options were explained in the new plan:**

**Option 1**

Build a new school for the children from all 6 villages for around 330

**Option 2**

Build 2 new schools with the children from Dwyran Joining Newborough, Bodorgan and Brynsiencyn, (around 170 children) in one school.

(The other school for the children from Llangaffo and Parc y Bont – 135 children)

### Option 3

2 new schools with the children from Dwyran joining children from Bodorgan and Newborough (around 120 children) in one school

The other school with children from Llangaffo, Parc y Bont and Brynsiencyn joining (around 210 children)

### Option 4

2 new schools, with the children from Dwyran joining Newborough, Bodorgan and Llangaffo (around 180 children) in one school.

The other school with children from Brynsiencyn and Parc y Bont joining (around 150 children)

### Option 5

Join some of the current schools, but no new buildings

e.g. children from Dwyran moving to Newborough school

Close Newborough and the children to go to various other schools

This would not give new schools or save as much money.

It was discussed that with some options it may mean that they wouldn't go to the same Secondary School as their classmates. However, this was currently likely to happen as pupils from Newborough intended to go to David Hughes, Friars and Ysgol Gyfun Llangefni.

### Comments on the options

- The three members of the Council were in agreement that they preferred Option 1 – that is have a new school for pupils of all 6 schools.
- A chance to make new friends, and they already knew children from other schools
- They wanted the school to be central to the area, as they didn't like travelling
- They liked being able to walk to school as they did now
- They wanted to still have somewhere to meet for evening activities like the Urdd and Youth Club etc
- They were uncertain if they would move on to Ysgol Llangefni or David Hughes
- They wanted more playing area, a garden and a football pitch in the new school
- They would like to design the logo for a new school and see the plans

### Completing the Questionnaires

#### Did they agree with the reasons for change?

3 agreed with the reasons for change

#### If you had to choose, which option would you prefer?

- 3 agreed with Option 1



In the any other comments all 3 noted that they would like to make new friends. Also that they wanted somewhere to meet in the evenings, or in evening clubs.

**Conclusion**

The children were unanimous in wanting Option 1.

The report will be circulated to the Headteacher, to distribute to the pupils, and the content will be passed to the Councillors as part of the informal consultation.

  
*Ynys Môn Youth Service*

**Informal Consultation Llangaffo School Pupils**

24/02/15

**Facilitators** – [REDACTED]**Number of pupils** – 26**Introduction**

We were welcome to the class by the teacher. The pupils were thanked for agreeing to meet us. It was explained that a consultation had been held with the adults in the community, but this was the opportunity for the children from the area to voice their opinions on the Council's plans for school modernisation. We will then feed back this information to the Councillors as part of the Informal Consultation.

The pupils had already discussed the reasons why change was needed as part of a discussion group in the school, so most understood that this was part of a re-structure of schools across Wales, and not something that was happening only on Anglesey. They also understood that there was a danger that the school may close some time during the next few years.

We were given to understand early on in the discussion that this “was the best school in the world”! (and we didn't see anything during our visit that brought this into question!)

It was explained that the reasons for modernisation were

- It was costing too much to keep all the schools as they are at present
- Ynys Môn had too many empty places in their schools, and Welsh Government were not happy with this
- To ensure all pupils had a good standard of education
- Some schools were very old and needed a lot of money spent on them

It was also made clear that we understood that Ysgol Llangaffo is full. (Although pupils travel from quite an extensive area, it was obvious that there was a very close community within the school).

The class was split into three groups – group A (Ardderchog - Excellent), Group B ( Brilliant), and Group C (Clyfar - Clever).

They could name the schools that were part of the Modernisation Plan, i.e. Newborough, Brynsiencyn, Bodorgan, Dwyran, Llangaffo, and Parc y Bont (Llanddaniel).

**What did the pupils like about their current school? :**

Feels like a family; I know everybody; Friends; Work well as a group; No need to travel very far; No bullying, Respectful Teachers; Good work being done; Everybody has fun; Feel safe here; Able to walk to school; Can bike to school; Nice things; Kind and excellent teachers; I know the school; We are rewarded (the Treasure Box scheme); Technology is good – white board, wi-fi, computers, I-pads, kindles; Friends close to home; I like lessons like maths, writing stories and the teacher helps me; Good games on the yard - Chicken or hero, hopscotch, football (although the field is too wet in winter); lovely setting with the view of the mountains, and beautiful when there is snow; nature; nice to be close to school; the best school in the world, the best friends in the world, and the best staff in the world are in Ysgol Llangaffo; [REDACTED] is good at helping me; everybody is nice in the school.

**The options within the Modernisation Plan were explained:****Option 1**

Build a new school for the pupils from all 6 schools in the area - 330 pupils

**Option 2**

Build 2 new schools – with one of the schools for pupils from Llangaffo and Parc y Bont (– 135 pupils)

**Option 3**

Build 2 new schools – one for pupils from Llangaffo, Parc y Bont and Brynsiencyn (- 210 pupils)

**Option 4**

Build 2 new schools – one for pupils from Dwyran, Bodorgan, Newborough and Llangaffo (around 180 pupils)

**Option 5**

Close some of the current schools and move pupils to other schools and no new buildings

e.g. move pupils from Llangaffo to Ysgol Niwbwrch

Close some schools and move pupils across other schools

**Comments on the options from the Questionnaires and Flip Charts**

- None of the children wanted to see Ysgol Llangaffo close, and all the options were a second choice.
- Option 1 – 4 chose Option 1 (unite 6 schools) – a chance to make new friends, have a class with everyone the same age. One wanted to join the other schools, only if the new school was in Llangaffo.
- Option 2 – 9 opted for Option 2 (join with Ysgol Parc y Bont), but only if they could take their teachers with them, and didn't have far to travel. 1 felt there was less room in the village (Llanddaniel ?). One wanted to unite both schools in Llangaffo, extending the present building.
- Option 3 – 2 wanted Option 3 (join Parc y Bont and Brynsiencyn)
- Option 4 – 1 opted for Option 4
- 5 pupils would want to move to Ysgol Niwbwrch in its current situation (Option 5) as it was close enough for them to walk to school.
- Option 5 – were still adamant that they did not want any of the other options, but that Ysgol Llangaffo should remain open.

**Did they agree with the reasons for change?**

About half and half in agreement/disagreed with the reasons for change

**Other comments from the Questionnaires**

In the comments 16 have noted that they want to take their teachers with them, [REDACTED]

[REDACTED] one noted “Dwi yn hoffi fy athrawon” (*I Like my teachers*). [REDACTED] one wanted to take the Headteacher with them as well.

Concerns if they had to move:

- More bullying in a bigger school
- Didn't want far to travel
- Would take time to settle
- Might get lost
- I wouldn't know everyone

Things that may be good in a new school

- New building
- More friends
- More new things (technology)
- Not so much change to go from a bigger school to High School
- Would like some team building sessions before moving
- Would like the chance to get to know some children from other schools before moving
- One group wanted to take their art work, which had meant a lot of work, to the new school

### Conclusion

Unanimous feeling that they did not wish to move from Ysgol Llangaffo. If they had to then there was a majority feeling that uniting with Parc y Bont, or Parc y Bont and Brynsiencyn, would be the preferred option, but some also would rather move to Newborough, if it meant they could walk to school. They were willing to discuss in a reasoned and balanced manner, and didn't see a move as a huge threat, but only **if they had to move** (as long as the teachers moved with them).

Thank you to the pupils for taking part, and making it a pleasure, and thank you to the staff for the welcome.

The report will be passed to the Headteacher, to share with the pupils if they wish, and will be part of the informal consultation reported to the Council members.

[REDACTED] *Ynys Môn Youth Service*

**Informal Consultation with Ysgol Parc y Bont pupils 26/02/15****Facilitators – [REDACTED] Youth Service****Number of pupils– 7 members of the School Council****Introduction**

We were welcome to the school by the Headteacher. The pupils were thanked for agreeing to meet us. It was explained that the adults in the community had had their say, and now it was an opportunity for the children to have their say on the Council's plans for school modernisation. A report would then be presented to the Councillors on this informal consultation.

It was explained that the reasons why modernisation was needed was:

- It was costing too much to keep all the schools as they are at present
- Ynys Môn had too many empty places in their schools, and Welsh Government were not happy with this
- To ensure all pupils had a good standard of education
- Some schools were very old and needed a lot of money spent on them

We also stated that there were aware that Ysgol Parc y Bont is full, and that it is a new school.

The pupils had already discussed the issue, and we were presented with a letter, that had been signed by all the pupils, stating that “the Council had been very silly, and has asked the opinion of everyone except the most important people in the whole school – the children!” They state their objection, and note that “all the children will be devastated”. It was stated that the intention today was to ensure that the children had a say in the discussions.

All the pupils were fully aware of the schools that are part of the consultation in the Modernisation Plan, i.e. Newborough, Brynsiencyn, Bodorgan, Dwyran, Llangaffo, and Parc y Bont.

**What do the pupils like about their present school:**

It's a happy school, they have friends here; a small school and you know everybody; like the work; I Like playing challenge and having fun and playing games; It's nice to speak Welsh; one pupil had moved here from another school because of bullying; the clubs that meet in the school are a hub for the community; they would be worried about bullying in a big school; if the school closed the community wouldn't be so close; there is a football club, cookery club, craft club, youth club, fun club, breakfast club, a gardening club, a Christmas Fair, and a choir here; we like the school; we feel like a family; there are no bullies here; we're comfortable here – we know the routine; good teachers; the school is the only thing left in the village – no village hall or shop here; we like the two cooks.

**The options within the Modernisation Plan were explained:****Option 1**

Build a new school for the pupils from all 6 schools in the area - 330 pupils

**Option 2**

Build 2 new schools – with one of the schools for pupils from Parc y Bont and Llangaffo (– 135 pupils)

### Option 3

Build 2 new schools – one for pupils from Llangaffo, Parc y Bont and Brynsiencyn (- 210 pupils)

### Option 4

Build 2 new schools – one for the pupils of Parc y Bont and Brynsiencyn (150)

### Option 5

Join some of the present schools and no new buildings

### Verbal comments and comments on the Questionnaires

- None of the pupils want to see Ysgol Parc y Bont close, and all the other options were second choices
- They were in agreement, if change was needed, then they would like to suggest another option, which was to keep Ysgol Parc y Bont, and extend it to bring the pupils from Llangaffo to join them, as that is also a Church School.
- If they had to have a new building, then it needed to be somewhere central, but they did not want to see more than 150 pupils in the school, and they would prefer it to be for 120 pupils, as was suggested in Option 2.

### Did they understand the reasons for change?

They understood the reasons but did not agree with them.

### Other comments on the Questionnaires

What they would like to see if they had to move to a new school

2 – would want the teachers to move with them

2 – noted that they liked their teacher

2 – wanted to remain in this school

Good School Council

Eco School

3 – wanted to stay in a church school

Concerns

Bullying x 4

Wouldn't know everyone

Many children with the same names

All the children were likely to go to Ysgol David Hughes when they moved up to Secondary. If they were united with Llangaffo, then it would mean some pupils would go to Ysgol Gyfun Llangefni.

### Conclusion

The children were united in a strong feeling that they did not want to see the present school close, and did not want to move from Parc y Bont. They want to see the school remain in the present building,

but wanted the councillors to consider a new suggestion, to extend the current school, and bring Llangaffo children to join them, as this is also a church school.

Thank you to the pupils for taking part, and making it a pleasure, and to the staff for their welcome.

A report will be forwarded to the Headteacher, to share with the pupils, and will also be forwarded to the Councillors as part of the informal consultation.

  
*Ynys Môn Youth Service*

## **Informal Consultation with Ysgol Bodorgan pupils 27/02/15**

**Facilitators** – [REDACTED] Youth Service

**Number of pupils**– all pupils in year 4,5, + 6

### **Introduction**

We were welcomed to the school by the Headteacher. The pupils were thanked for agreeing to meet us. It was explained that the adults in the community had had their say, and now it was an opportunity for the children to have their say on the Council's plans for school modernisation. A report would then be presented to the Councillors on this informal consultation.

It was explained that the reasons why modernisation was needed was:

- It was costing too much to keep all the schools as they are at present
- Ynys Môn had too many empty places in their schools, and Welsh Government were not happy with this
- To ensure all pupils had a good standard of education
- Some schools were very old and needed a lot of money spent on them

All the pupils were not sure which schools were part of the consultation in the Modernisation Plan, so it was confirmed that the following schools were being consulted - Newborough, Brynsiencyn, Bodorgan, Dwyran, Llangaffo, and Parc y Bont (Llanddaniel).

### **What do the pupils like about their present school:**

We don't get lost here; lot of room to play; everyone are friends; kind teachers and they look after us well; the focus is on individuals – and we have plenty of time to finish our work; there is a lot to do in playtime – hopscotch, netball, a large playing field with lot of equipment, and ball games; plenty of books to read; I learn a lot more here than I used to in my old school; I mix with a lot of friends; there is no bullying in this school as there used to be in my old school; there are evening activities held in the school – bingo, line dancing; there are clubs in the school – breakfast club, computer club, gardening club; I would like to start a nature and trees club; this school is different to all other schools; it's fun; I learn a lot here; I have more attention from the teachers; good teachers; I can turn to the teachers if I have a problem; we are healthy here; there is a large yard and playing fields; I've been here for a year and I have learnt to speak Welsh, where I didn't learn the language at all when I was in a Welsh language stream in my last school

### **The options within the Modernisation Plan were explained:**

#### **Option 1**

Build a new school for the pupils from all 6 schools in the area - 330 pupils

#### **Option 2**

Build 2 new schools – with one of the schools for pupils from Bodorgan, Newborough and Dwyran (120 pupils)



### Option 3

Build 2 new schools – one for pupils from Bodorgan, Dwyran, Newborough and Llangaffo (180 pupils)

### Option 4

Build 2 new schools – one for the pupils of Bodorgan, Dwyran, Newborough and Brynsiencyn (170 pupils)

### Option 5

Join some of the present schools and no new buildings

- Or offer another option not in the above

### Verbal comments and comments on the Questionnaires

- None of the pupils want to see Ysgol Bodorgan close, and most noted that they did not want to see any change. All other options were a second choice (and some pupils would not consider any of the options as a second choice)
- One was of the opinion that the Council should be closing all large schools because of the bullying that went on in them, and maintain the small schools.
- Everyone is like a family in a small school and look after each other.
- The only advantage that may be considered in a large school, would be having more teachers, and better equipment e.g. laptops instead of computers.
- They wanted the teachers to move with them
- Some pupils would move to Ysgol Pencarnisiog, rather than the options that were being offered in the modernisation plan.
- A new school would cost an enormous amount of money, and would probably cost a lot more than keeping the small schools.
- Several pupils did not want any option that united them with Newborough school.

### Did they understand the reasons for change?

They understood the reasons but did not agree with them.

### Other comments on the Questionnaires

#### Concerns

Bullying was noted a concern in most questionnaires

Having different teachers

Travelling to school, as everyone currently live close by

They wanted the teachers to move with them

Concerned about getting to know other children in a large school as they were shy

One noted that he/she would have a 'nervous breakdown' if there were too many children

Children being pushed around

Mosts expected to move on to Ysgol Gyfun Llangefni, but some also intended to go to Ysgol Uwchradd Bodedern.

## Conclusion

The children were united in a strong feeling that all the options were a second choice, as they did not want to see Ysgol Bodorgan close. 4 selected Option 2 – with one noting that a larger school would give more opportunity to learn science and having a café; 1 opted for Option 1, but 9 were not willing to put their name to any of the Options, as they wanted Ysgol Bodorgan to remain as it was.

Some stated that they had already moved from other schools – 3 from parental choice, and several had been moved from Aberffraw when that school closed, therefore they were unwilling to move again.

At the end Mr Thomas reassured the children that they did not need to be anxious if they had to move, as huge steps had been made to tackle the problem of bullying in schools. Also, in some areas where a new school had been built, children then chose to move to the new school, rather than stay in an old building, because the facilities were so much better, so they didn't have to fear change if they were forced to move.

Thank you to the pupils for taking part, and making it a pleasure, and to the staff for their welcome.

A report will be forwarded to the Headteacher, to share with the pupils, and will also be forwarded to the Councillors as part of the informal consultation.

  
*Ynys Môn Youth Service*

**Informal Consultation with Ysgol Brynsiencyn pupils 27/02/15****Facilitators** [REDACTED] **Youth Service Officers****33 pupils from Years 3,4,5 + 6****Introduction**

We were welcomed to the class by the Headteacher. The pupils were thanked for agreeing to meet us. A detailed consultation was done with years 3 and 4, as it was felt that the proposed changes would mainly affect them, and a less detailed consultation done with pupils from years 5 and 6. It was explained that the adults from the community had had their say, and it was now an opportunity for the children to voice their opinions on the Council's plans to modernise schools in the area. The information would then be passed on to the Councillors as part of the informal consultation.

It was explained that the reasons why modernisation was needed was:

- It was costing too much to keep all the schools as they are at present
- Ynys Môn had too many empty places in their schools, and Welsh Government were not happy with this
- To ensure all pupils had a good standard of education
- Some schools were very old and needed a lot of money spent on them

The pupils were unclear about which schools were part of the Modernisation Plan, so it was confirmed that the following schools were being consulted - Newborough, Brynsiencyn, Bodorgan, Dwyran, Llangaffo, and Parc y Bont (Llanddaniel).

**What do the pupils like about their present school?**

Playing with friends x 4, and everyone are like a family; Learn Welsh, maths and nature; Good Teachers; Football; Gold Time on Friday – play with computers – and we have chips + pizza for dinner; the Garden; work displayed on the walls help us with our work; Clubs – Urdd, Football, Folk Dancing, Disco + Games; A large playing field – with room for football, rugby, bike classes, and tree planting; the work; have fun; technology and computers here; lots of work on display; school uniform; learn a lot and lots of good work done here; games at playtime when it rains; gymnastics; singing lessons; I like [REDACTED] the dinner lady; Trips – Penrhyn Castle and Wylfa; Films.

**The options within the Modernisation Plan were explained:****Option 1**

Build a new school for the pupils from all 6 schools in the area - 330 pupils

**Option 2**

Build 2 new schools – with one of the schools for pupils from Brynsiencyn, Dwyran and Newborough (170 pupils)

**Option 3**

Build 2 new schools – one for pupils from Brynsiencyn, Llangaffo and Parc y Bont ( 210 pupils)

#### Option 4

Build 2 new schools – one for the pupils of Brynsiencyn and Parc y Bont (150)

#### Option 5

Join some of the present schools and no new buildings

#### Verbal comments and comments on the Questionnaires

- None of the children wanted Ysgol Brynsiencyn to close. All the options were a second choice. 9 did want to see the school close, and did not want to consider any of the other options
- 4 were willing to consider Option 1 – join all the schools to have a new school, as long as it was in Brynsiencyn
- 3 wanted Option 1 – Superschool – offering an imaginative array of resources including science, a bakery, swimming, café, football, cricket, tennis and rugby, and a fashion school
- 11 wanted Option 2, but to have the new school in Brynsiencyn
- 1 wanted Option 2 (but with all the resources listed with the list for the ‘superschool’)
- 2 wanted option 3 (but with all the resources listed in the s’superschool’)
- 4 wanted Option 4 (but only if it was in Brynsiencyn)
- 1 wanted Option 5 – i.e. move the children from Llangaffo to the present school at Brynsiencyn

#### Did they understand the reasons for change?

They understood them, but were not in total agreement with them

#### Other comments from the Questionnaires

In the comments they noted what they wanted in a new school (if they were forced to move)

Many saw it as a chance to make new friends

More room and a bigger yard to play football

If we move then we would want more ipads, more things to play with and a swimming pool

Transport would have to be provided

Many imaginative resources listed as requirements for a ‘Superschool’

#### Concerns

Travelling – and having to wait for a bus in the rain

Did not want to see Ysgol Brynsiencyn demolished

Lot of pupils will mean a high level of noise – a big concern for one pupil

It will be dark when we set off and when we come home

Didn’t want to see the infants and the children in Ysgol Feithrin having to travel by bus

Wouldn’t know everyone - ‘rivals’

Difficult for parents who don’t have cars

Noisy

Bullying x 8

Wouldn’t know where the toilets are

No room to play

Losing good teachers

Infants would be far away from home

Would affect the Welsh language  
Too many children  
Swearing  
I wouldn't see my big sister in the yard, and no big yard

Most pupils saw themselves moving on to Ysgol David Hughes when they moved to Secondary.

### **Conclusion**

The pupils were united in saying that they would prefer to stay in their current school.

Many saw merit in having a new school, but there was a difference of opinion with whom they would like to share a school, but all wanted a new school to be built in Brynsiencyn, because there is a large site here, and it is on the way to work for parents from other villages.

9 did not want to consider moving or any of the options


4 were willing to consider Option 1 – that is bring the pupils from all the schools together, and there were very imaginative ideas, of what they wanted to see in this new school. The highest number (12) favoured Option 2 (uniting with Dwyran and Newborough) to have better resources, but they wanted to see the school in Brynsiencyn.

An imaginative list of what they would require in a new school – good playing fields for rugby, football, and cricket, science resources a priority for quite a few pupils, a fashion school and a Swimming Pool!!

There were no strong feelings in this school about not wanting to join with any specific village, as long as the other schools were moving to join them.

Thank you to the pupils who took part and made the experience a pleasure, and thank you to the staff for their welcome. (A special thanks to the pupil who had only recently moved from Stockport, and was discussing with us in Welsh as if he had always lived on the island).

The report will be presented to the Headteacher, to share with the pupils, and the information passed on to the Council Members as part of their informal consultation.

  
*Ynys Môn Youth Service*

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16 March 2015</b>
<b>Subject:</b>	<b>Modernising Schools on Anglesey – Outline Business Case for a new primary school in North West 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, Nonn Hughes</b>
<b>Local Members:</b>	<b>Councillor Ken Hughes</b> <b>Councillor Llinos Medi Huws</b> <b>Councillor John Griffith</b>

<b>A – Recommendation/s and reason/s</b>
<p>At its meeting on February 11, 2013, the Executive resolved to support Option 5 (namely a new area school for Llanfachraeth, Llanfaethlu and Llanrhuddlad) as the favoured option for formal consultation following a review of the primary education provision in North West Anglesey. This decision was on identifying the necessary finance and site before beginning the formal consultation process.</p> <p>It was reported back to the Executive Committee on March 17, 2014 that the Lifelong Learning Department Officers had:</p> <ol style="list-style-type: none"> <li>1. ensured <b>finance</b> in principle for the new primary school and</li> <li>2. had identified the <b>site</b> for the new primary school.</li> </ol> <p>Welsh Government will provide 50% of the finance for this project if the LA can present a suitable business case to justify expenditure. In order to ensure half the <b>finance</b> for the project from the Welsh Government, a Strategic Outline Case was presented to Welsh Government in May 2014 and subsequently approved. A letter from the Welsh Government dated 19 August 2014 stated: "I am pleased to inform you that the Strategic Outline Case (SOC) in respect of the 'Ysgol Y Llannau' has been approved and that you can now progress to Outline Business Case (OBC) stage." The Outline Business Case will be submitted to Welsh Government following approval by the Executive Committee and considered by its Business Case Scrutiny Group and Capital Investment Panel in April 2015.</p> <p>On the 9<sup>th</sup> February 2015 the Executive approved the Llanfaethlu site as the preferred option and authorised officers to commence negotiations with the land owner.</p>

This Outline Business Case for North West Anglesey is broken down into five main sections:-  
[see appendix]

- Strategic
- Economic
- Commercial
- Financial
- Managerial

The **Strategic** section sets out the strategic context and the case for change, together with the supporting investment objectives for the scheme. This part of the OBC explains how the proposed scheme fits within, supports and promotes the Authority's agreed strategy and work programme of which it is an integral part. In doing so, it explains how the proposed scheme helps to achieve the business goals, strategic aims and plans of the Authority.

The **Economic** section demonstrates that the Authority has selected a preferred way forward, which best meets the existing and future needs of the service and is likely to optimise value for money ("VFM"). It also describes how the Authority has developed its strategy and case for investment in the scheme on the basis of the Authority's overarching strategies.

The **Commercial** section outlines the proposed commercial arrangements underpinning the scheme and how the Authority will use the North Wales Schools and Public Buildings Contractor Framework to reduce procurement time and costs. The specification of the school is also outlined. An important part of the project is community benefits such as 78 week apprenticeships for every £1 million spent on the project. The North West Anglesey school will be delivered by the in-house Architectural Team.

The purpose of the **Financial section** is to highlight the likely funding and affordability position and the potential balance sheet treatment of the scheme section as well as setting out the indicative financial implications of the preferred way forward as set out in the Economic case and on the basis as set out in the Commercial case. The total project cost will be £5.166 million with the Authority and Welsh Government each providing £2.583 million. The Authority's funding will be made up of 0.382m in capital receipts and £2.201million in unsupported borrowing. Further detailed analysis of the financial case will be set out within the Final Business Case stage.

In the **Management** section, it is demonstrated that the scheme is achievable and can be delivered successfully in accordance with accepted best practice. The Authority's overall project management and governance systems for the School Modernisation Programme is outlined. The purpose of this is to show that the systems are sufficiently robust to ensure that progress is made; adequate and appropriate resources are engaged; key stakeholders are informed and involved as appropriate, and that decisions can be made in a timely manner. The arrangements reflect and recognise the scale of the spending commitment involved, the complexity of the consultation and the breadth of issues raised in the course of delivering this project.

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

- approve the Outline Business Case (OBC) for the new primary school in North West Anglesey and
- approve the submission of the OBC to Welsh Government.



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

This Outline Business Case (“OBC”) appraises **three options** for the modernisation of the schools in North West Anglesey, and explains why the preferred way forward is to build a new area primary school. This proposal is for the closure of the three schools (Ysgol Llanfachraeth, Ysgol Ffrwd Win and Ysgol Cylch Y Garn) and transferring the pupils to a new build area school in Llanfaethlu, a central location within the combined catchment area.

The other options were:

Option 2 – Minor restructure and federalisation, involving closing one school and placing its pupils at the other two schools and creating a federation of those two schools. Minimal refurbishment would be done at both continuing schools.

Option 3 – Closure of two schools and the extension and refurbishment of the remaining existing school forming an area school.

**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?**

Yes

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

Yes – 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>	
2	<b>Finance / Section 151</b>	No issues with this report which is in line with current financial decision and projection.
3	<b>Legal / Monitoring Officer</b>	
5	<b>Human Resources (HR)</b>	
6	<b>Property (Head of Planning and Public Protection)</b>	The Planning and Public Protection Service has been fully involved in the Project Team and, subject to the submission of an acceptable planning application and responses from consultees, will make a positive recommendation to the Planning and Orders Committee
7	<b>Information Communication Technology (ICT)</b>	
8	<b>Scrutiny</b>	
9	<b>Local Members</b>	
10	<b>Any external bodies / other/s</b>	

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

<b>FF - Appendices:</b>

<b>G - Background papers (please contact the author of the Report for any further information):</b>
<ol style="list-style-type: none"> <li>1. Executive Committee meeting minutes for February 11, 2013.</li> <li>2. Formal Consultation Document (March 31 – May 19, 2014)</li> <li>3. Strategic Outline Programme (SOP) presented to the Welsh Government in December 2013.</li> <li>4. Letter from the Welsh Government dated January 31 2014.</li> <li>5. Letter from Welsh Government 19th August, 2014.</li> <li>6. Executive Committee meeting minutes 9th February 2015</li> </ol>

# OUTLINE BUSINESS CASE (OBC)

## A New Area Primary School for North West Anglesey

Issue Date: March 2015

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## CONTENTS

1. Executive Summary
2. Strategic Case
3. Economic Case
4. Commercial Case
5. Financial Case
6. Management Case

# 1. EXECUTIVE SUMMARY

## 1.1 Introduction

This Outline Business Case (“OBC”) appraises four options for the modernisation of the schools in North West Anglesey (also referred to as the ‘Llannau area), and explains why the preferred way forward is to build a new area school for 150 pupils with a 20 place nursery. This proposal is for the closure of the three schools (Ysgol Llanfachraeth, Ysgol Ffrwd Win and Ysgol Cylch Y Garn) and transferring the pupils to a new build area school in Llanfaethlu a central location within the combined catchment area. Ysgol Llanddeusant was closed on 31 August 2011, and although the Authority hoped that the pupils from the school would transfer to Ysgol Llanfachraeth, they chose to transfer to Ysgol Gynradd Bodedern. The Authority believes that the availability of the new area primary school will result in pupils from the Llanddeusant area choosing to attend the new area school, rather than Ysgol Gynradd Bodedern.

The key aspects of this proposal are:

- The anticipated total project cost is **£5.166m this figure will be confirmed in the FBC**;
- The selection of the Llanfaethlu site, and a more detailed analysis of costs has led to a total project cost increase of £0.085m between the SOC and OBC stages. However it was noted in the SOC that an alternative site could have increased the costs by c. £0.5m.
- 43 surplus places will be removed from NW Anglesey;
- We have calculated revenue savings estimated at £100k per annum, comprising c. £135k pa savings based on the schools funding formula; less c. £35k pa, additional transport costs;
- Following the approval of the SOP the Authority has achieved a reduction of £2.643m (34%). The original total cost for the North West Anglesey project in the Authority’s SOP was £7.809m. The capital cost is now estimated at £5.166m with a resultant Welsh Government contribution of £2.583m. This reduction stems from downscoping of size requirements and more detailed analysis of costs.
- The Authority’s funding requirement of £2.583m is currently expected to be funded by means of: £0.382m of capital receipts from the sale of surplus sites to help fund this project. £2.201m unsupported borrowing will be used by the authority to fund the rest of its contribution. The Council’s Executive has given approval in principle to the required level of funding.
- The capital costs per pupil are expected to be £20,115 and the capital costs per m2 as £1,828
- It is expected that the cost per pupil will be reduced from £6,101 to c £4,955.

The main rationale for the proposed new school is to reduce the number of school places currently being provided in the area. There is currently a 47% over provision in the North West Area (September 2014, 4-11yrs). The cost of this over provision to the Authority is estimated at £98,000pa.

The Authority wishes to improve the standards of teaching and learning for all its pupils. The new area school will provide the opportunity to design a school which is fit for the twenty first century, with a building which makes the best use of modern technology, has the appropriate

number of teaching spaces for delivering the curriculum and which is energy efficient. The building will be a community asset, designed for community use, with its non-teaching spaces easily accessible.

The new school will enable the staff to teach the curriculum in classes with fewer mixed year groups. The Authority has planned for a school with four standard classrooms, a reception class room and a nursery.

By building a new area school, the Authority’s emission target of <400kg pa will be achieved. The Authority intends to build a BREEAM excellent school and to incorporate energy efficiency measures into the new building.

The Authority has considered a range of options, including whether to refurbish and extend one of the existing schools. The short list of options considered was:

Option 1- Do nothing

Option 2 – Minor restructure and federalisation, involving closing one school and placing its pupils at the other two schools and creating a federation of those two schools. Minimal refurbishment would be done at both continuing schools.

Option 3 – Closure of two schools and the extension and refurbishment of the remaining existing school forming an area school.

Option 4 – closing three schools and transferring the pupils to a new school on a different site

The financial appraisal of each option, based on a 60 year assessment period, is summarised below:

<sup>1</sup>Financial Appraisal of Options. Table 1:

Option	Undiscounted (£k)	Net Present Cost (Value) (£k)
<b>Minimum:</b> Minor restructure and federalisation, involving closing one school and placing its pupils at the other two schools and creating a federation of those two schools. Minimal refurbishment would be done at both continuing schools.	(4,820)	(1,859)
<b>Intermediate:</b> Closure of two schools and the extension and refurbishment of the remaining existing school forming an area school.	(4,041)	(831)
<b>Maximum:</b> Closure of the three schools and transferring the pupils to a new build area school within the combined catchment area, according to the vision in the SOP.		

<sup>1</sup> The table above does not account for Welsh Governments Contribution towards funding the project.

<b>Option</b>	<b>Undiscounted (£k)</b>	<b>Net Present Cost (Value) (£k)</b>
	<b>(1,014)</b>	<b>2,178</b>

The table above uses the Net Present Value approach as an Option Appraisal Method. The Net Present Value approach discounts all incremental future costs and savings to their present day value, to account for opportunity cost of using the funding now.

In table 1, the projects with negative outcomes are preferable from a financial perspective. The above table therefore appraises the 'Minimum Option' as the most favourable in economic terms, as it has the largest negative outcome. The intermediate option also has a negative outcome, albeit smaller than the minimum option. The Maximum option has a positive outcome, which shows that undertaking this option will have a financial impact. This does not necessary rule this option out.

A summary of the overall results (founded in the economic case) and identification of the preferred option is shown in the table 2 below. The overall conclusion is that option 2 offers the best combination of costs and risks. However the preferred option for the Authority is option 4 and this offers the highest benefits. The value of benefits expected from the project cannot be underestimated. The benefits appraisal is considered to be very important for the Authority, as any investment made will require significant benefits for the end users.

**Table 2:**

<b>Evaluation Results</b>	<b>Option 1 Do Nothing</b>	<b>Option 2 Minimum</b>	<b>Option 3 Intermediate</b>	<b>Option 4 Maximum</b>
Economic appraisals	£383k	£(1,859)	£(831)	£2,178
Benefits appraisal	0	275	635	875
Risk appraisal	15	110	133	214 (Residual 141)
<b>Overall ranking</b>	<b>=2</b>	<b>1</b>	<b>=2</b>	<b>4</b>

Based on the option appraisal conducted, the Authority's preferred solution is for a new build school for 150 pupils with a 20 place nursery (option 4 above). This will reduce the number of surplus places to under 15%, as the three current schools in the North West catchment area are scheduled to close.

Since the completion of the SOC, further work has been undertaken on the site identification process. An initial site evaluation exercise concluded that locating the new school at Ysgol Llanfachraeth with an additional field was the preferred option. Since undertaking this work, the Authority has carried out a further set of consultation meetings 31 March 2014 – 19 May 2014 and have engaged with stakeholders. Having listened to their concerns and opinions the

Authority took its recommendation to the Council's Executive on 9th February 2015 to approve the Llanfaethlu site as the preferred site. This was accepted.

The preferred option would therefore deliver a new building to replace the existing 3 school buildings. This option is preferred because it would realise the investment objectives and critical success factors. It is also the pragmatic solution as it uses a central location and is mindful of the impact on the community. The main benefits to stakeholders / users is the provision of a much improved, flexible and fit-for-purpose teaching and learning environment, appropriate for the delivery of a modern curriculum.

The Authority has been considering what options it has for procuring Band A of the Schools Modernisation Programme. It is important that the Authority procures a "quick win" in order to show to parents and other stakeholders that the 21st century schools planned for the island will be a significant improvement on the school buildings which are to be closed. Furthermore, the Authority wishes to demonstrate that there is a private sector market for building schools on the island and to show to potential bidders that Anglesey can deliver and that consequently the future contracts proposed are desirable.

The Authority believes that approaching the market on the basis of a single, new build school will attract interest from the private sector including from small and medium enterprises on the island. This will be tested by soft market testing with contractors about this project. The Authority will use the North Wales Schools and Public Buildings Contractor Framework to cut down procurement time and costs.

A stakeholder engagement group has been established for the Llannau project and the members of this group have been involved in the decision making processes. An internal project team has been working on the proposals for the new school and the governance structure for driving the project has been in place since the SOC was submitted earlier this year. A timetable is in place for the scheduled opening of the school in September 2016.

The successful delivery of this new school will set an example for the rest of the programme and will help to demonstrate that the Authority has the resources and vision to change its provision of education on the island.

**Signed:**

A handwritten signature in black ink that reads "Gwynne Jones". The signature is written in a cursive style with a period at the end.

**Date: 16 March 2015**

**Gwynne Jones - Senior Responsible Owner**



## **2. THE STRATEGIC CASE**

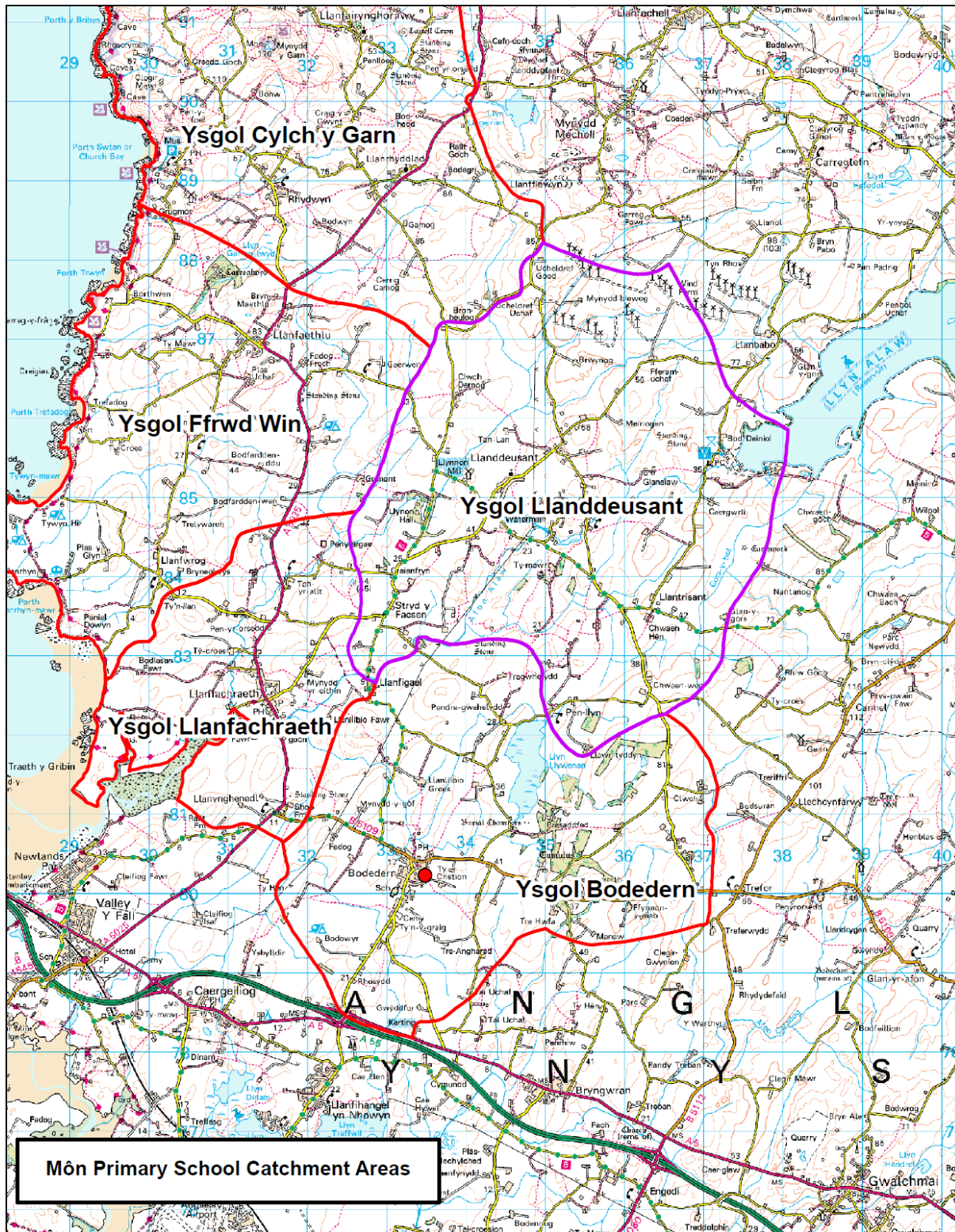
**2.1** The Strategic Context for the North West Anglesey project was introduced in the SOC. No changes have been introduced in this respect. The overall aims of the School Modernisation Strategy remain valid.

### **2.2 The Business Need for Change**

#### **2.2.1 The Existing Primary School Provision in the North West Area**

The area comprising North West Anglesey is bounded by a line drawn roughly from Hen Borth near Cemlyn on the island's north coast, south east as far as Llyn Alaw and south west to Llanfachraeth. The area is served by the A5025 linking the north of the island to the A55 at Valley and it is 7,000 hectares in area and 8 miles from north to south. The area falls mainly in the Council ward of Talybolion, and the community council areas of Cylch-y-Garn, Llanfaethlu, Llanfachraeth and Trefalaw.

Fig 1: Map of the North West Anglesey Area



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

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Key	
Current Catchment Area	<span style="color: red;">—</span>
Former Llanddeusant School Catchment Area	<span style="color: purple;">—</span>

Scale - 1:60,000

There are currently three schools serving the area: Ysgol Llanfachraeth, Ysgol Ffrwd Win, Ysgol Cylch y Garn. A brief description on current arrangements is provided below:

**Ysgol Llanfachraeth** is situated in the village of Llanfachraeth. It is a school for 73 pupils (4-11yrs) plus 11 nursery places and is the 6th smallest school in the County in terms of pupil numbers. As at September 2014 there were 39 pupils at the school (4-11 yrs), 92% of which are from Welsh speaking homes with 15% of pupils receiving free school meals. The school was built in 1876 but towards the end of the 1990s a two classroom and kitchen extension was built and the original building adapted to provide a Key Stage 1 room and hall. Overall standards are good. 100% of pupils achieved level 2+ at the end of Key Stage 1 in 2010/11 and 100% of pupils achieved level 4+ at the end of Key Stage 2 in 2012/13. The result of the most recent Estyn inspection in 2007 was “Good”.

**Ysgol Cylch y Garn**, situated in Llanrhuddlad, has capacity for 60 pupils plus 9 nursery places and is the smallest school in the County in terms of pupil numbers. As at September 2014 there were 30 pupils at the school (4-11 yrs), 54% of whom are from Welsh speaking homes and 9% of pupils receive free school meals. The school was built in 1901, and in the 1980s a community extension was built to provide a community hall, committee room and toilets which are used by the community outside school hours. standards are not as high as at Llanfachraeth: 67% of pupils achieved level 2+ at the end of Key Stage 1 in 2010/11 and 83% of pupils achieved level 4+ at the end of Key Stage 2 in 2012/13. The result of the most recent Estyn inspection in 2007 was “Good” (with “Adequate” for one of the aspects).

**Ysgol Ffrwd Win**, situated 3/4 of a mile outside the village of Llanfaethlu near the A5025, has capacity for 60 pupils plus 8 nursery places and is the smallest but one school in the County in terms of pupil numbers. As at September 2014 there were 33 pupils at the school (4-11 yrs), 55% of whom are from Welsh speaking homes and 18% of pupils receive free school meals. The school was built in 1879 and considerable expenditure was incurred between 2002-04 to adapt the original building to provide a kitchen, hall, toilets and staff room and to build a two classroom and resources room extension. standards are not as high as at Llanfachraeth: 75% of pupils achieved level 2+ at the end of Key Stage 1 in 2010/11 and 71.4% of pupils achieved level 4+ at the end of Key Stage 2 in 2012/13. The result of the most recent Estyn inspection in 2007 was “Good”

Table 3 below further illustrates the current arrangements at the three schools

**Table 3**

	Current class arrangements	Current transport costs	Headteacher non-contact time	Surplus	Pupils from outside the catchment area	Cost per pupil	Backlog maintenance / Building Condition	CO2 emissions
<b>Llanfachraeth</b>	2 classes: 25 in nursery – yr. 2; 23 in years 3 to 6.	no transport costs	Headteacher has no non-contact time	46% surplus places (4-11yrs)	18 pupils (46%)	£5,020 (19% above the Wales average)	In a satisfactory condition but with a backlog maintenance requirement of £158k and	390kg per pupil which is lower than the Authority target of <400kg.

							does not score well in terms of sustainability/ has condition grade B, suitability grade B but has a sufficiency grade of D.	
<b>Cylch y Garn</b>	2 classes: 22 in nursery to year 2, and 13 in years 3-6	£29,751 p.a	Headteacher has 20% non-contact time	50% surplus places (4-11yrs)	7 pupils (23%)	£5,979 is 42% above Wales average	backlog maintenance of £198k / has condition grade B, suitability grade A but has a sufficiency grade of D	CO <sub>2</sub> emission figure of 643kg per pupil p.a which is higher than the Authority target of <400kg
<b>Ffrwd Win</b>	2 classes : 19 in nursery to Year 2; 18 in years 3-6.	No transport costs	Headteacher has 20% non-contact time	45% surplus places (4-11yrs)	5 pupils (15%) are from outside the catchment area	the cost per pupil is £8,109, is 92% higher than the Wales average	the building is in good condition with backlog maintenance of £27k/ has condition grade B, suitability grade A but has a sufficiency grade of D	CO <sub>2</sub> emission figure of 671kg per pupil p.a. which is higher than the Authority target of <400kg.

A total of 19 pupils travel to out of catchment school. As aforementioned the closure of Ysgol Llanddeusant had contributed towards this. The Authority has received verbal confirmation that the new area school would result in pupils from Llanddeusant choosing the new area school rather than Ysgol Gynradd Bodedern.

### 2.3.2 Shortfalls with the Existing Provision

Section three of this OBC sets out the criteria by which the Authority has appraised its options, one of which is to “do nothing” and stay with the current arrangements. In summary, and with reference to the investment objectives set out below, the current provision does not meet the future needs of the Authority because:

**Sufficiency: Reducing the number of unfilled places in the area to no more than 10%.** The Authority has set out its vision for the future of education in Anglesey in its Education Strategy document: “Transforming Education on Anglesey”. One of its priorities is to reduce the number of surplus places across its schools to a maximum of 10%. This priority

is also reflected in Estyn's requirements. The cost to the Authority of the unfilled places at the three schools in question amounts to £98,000.

Within the North East Area, currently (September 2014) there is a 47% over provision of primary school places (4-11 yrs), with 102 pupils across the three schools with a combined capacity of 193, with such overprovision spread relatively evenly across the three schools. Following the analysis for future pupil place needs, the Authority has concluded that the projected pupil numbers for the area are relatively stable with a total variance of only two primary pupils by 2018. Nursery pupil numbers are also relatively stable around the current 18pupils across the three schools. The statutory consultation document, includes relevant summaries of the detailed school statistics as referred to above.

**Suitability: A reduction in the number of classes with more than two age groups.**

The current number of rooms in the schools does not allow for smaller groupings. In the three schools there are only 2 classrooms to cater for the seven different age groups. Moreover, the cost of providing additional staff and changing the existing buildings would make this option non cost effective because the Authority would still incur the cost implications of the surplus places.

**Suitability: That the school building provides all children with access to suitable facilities that allow the delivery of a full range of educational experiences – including high quality teaching and learning facilities, suitable play areas, high quality ICT facilities, within a secure environment.**

The SOP explained how the Authority wishes to improve the standard of teaching in its schools and its vision for the programme. The Authority wishes to provide an education service which is driven by new technologies, new services; new approaches and new ways of working, including business process re-engineering that will enable the successful implementation of strategies for school improvement and better educational outcomes. The Authority also wishes to site the community facilities such as a community room, WCs and the school hall towards the front of the building to prevent access to the classrooms.

**Cost of maintaining the existing provision: maintenance costs**

The Authority estimates that backlog maintenance costs for the three schools totals £383k and this further undermines the longer term viability of the current arrangements. (See Investment Objective 5 for future preventative measures)

**Carbon emission targets**

The current average figure for CO<sub>2</sub> emissions for the 3 schools in the North West area for 2011-12 is 502kg per pupil p.a; the target for the Authority is <400kg CO<sub>2</sub> per pupil p.a. It would be extremely costly to retrofit the buildings to achieve the target.

## 2.4 Investment Objectives

The Authority wishes to provide learning environments for children and young people aged from 3 to 19 that will enable the successful implementation of strategies for school improvement and

better educational outcomes. It also wishes to achieve greater economy through better use of its resources, to improve the efficiency and cost-effectiveness of the education estate and public service provision. Six Investment Objectives were detailed in the SOC. The OBC revisited and fine-tuned the SOC objectives, and no significant changes have been introduced. Implementation of the preferred option will ensure that all of these objectives are achieved.

**Investment Objective 1**

That the school is a 21<sup>st</sup> Century standard school whereby pupils and teachers will have modern, safe facilities which support the delivery of the curriculum– including high quality teaching and learning facilities, suitable play areas, high quality ICT facilities within a secure environment. We also aim to invest in our assets to support the community’s current needs and also provide resources for future generations to address emerging community needs.

**Investment Objective 2**

A reduction in the number of classes with more than two age groups.

**Investment Objective 3**

Better use of resources - Increasing the headteacher’s non-contact time in order to increase leadership and management capacity thus contributing to the development of leadership skills within and across school.

**Investment Objective 4**

Reducing the number of unfilled places in the area to no more than 10%.

**Investment Objective 5**

Reduction in cost per pupil from £6,101 to c£4,955 and in running costs of the building.

**Investment Objective 6**

A reduction in the carbon footprint.

The table below sets out how far the current arrangements achieve each investment objective, why changes are required, and how outcomes will be measured.

**Table 4**

<p><b>Investment Objective 1</b></p>	<p><b>That the school is a 21<sup>st</sup> Century standard school and a community asset</b>  <b>Current:</b> 84.6% of pupils achieved the expected level on Anglesey in the Foundation Phase whilst 87.8% achieved Key Stage 2 Indicator  <b>2019:</b> 92.0% of pupils in the Foundation Phase will achieve the Foundation Phase Indicator  <b>2023:</b> 90.2% of pupils in Key Stage 2 will achieve the Key Stage 2 Indicator</p>
<p>Existing Arrangements</p>	<p>The present schools have not been built to take account of 21<sup>st</sup> century learning. For example, the provision of ICT; flexible learning spaces; the Foundation stage linking nursery and reception age children; and the needs of the key stage 2 pupils in the curriculum.</p>
<p>Business Need</p>	<p>The school needs flexible facilities to create an attractive learning environment that motivates young people to become effective learners and achieve life skills. The facilities should enable effective delivery of the curriculum, including maximising the use of ICT as a learning tool. The school should be a community</p>

	asset which can be used throughout the year and out of school hours, therefore it needs to be arranged to ensure community spaces are at the front of the building. In this regard the school will be designed to BB99 standards.
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<b>Investment Objective 2</b>	<b>A reduction in the number of classes with more than two age groups.</b> <b>Current:</b> The 3 schools have more than two age groups in a class <b>2016:</b> No pupils taught in a class with more than two age groups
Existing Arrangements	In the three schools there are only two classrooms, therefore three year groups are taught together in each class. This makes it extremely challenging to deliver the curriculum effectively. There is currently an increased workload in planning for, and delivering the curriculum in the mixed year group classes.
Business Need	More teaching spaces will enable pupils to maximise their learning. The Curriculum will be delivered effectively to meet the needs of wide range of ability levels The need to overcome the problem of falling enrolment figures at each of the 3 schools

<b>Investment Objective 3</b>	<b>Increasing the headteacher's non-contact time in order to increase leadership and management capacity thus contributing to the development of leadership skills within and across school.</b>
Existing Arrangements	Two of the three schools in the area have headteachers who no pupil non-contact time.
Business Need	2016: The headteacher of the school will have 50 - 100% increased non-contact time, in order to carry out their increased managerial responsibilities effectively.

<b>Investment Objective 4</b>	<b>Reducing the number of unfilled places in the area to no more than 10%.</b> <b>Current :</b> 47% overprovision in the three schools <b>2016:</b> max. 10% overprovision <b>2018:</b> max. 10% overprovision
Existing Arrangements	There is currently an overprovision of school places in the area and the demographics are not projected to change in the foreseeable future. This overprovision has cost implications for the Authority and the amount spent per pupil in the three schools is £6,101 on average. This is higher than the Welsh average of £4,226.
Business Need	Estyn has tasked the Authority to take action to reduce surplus places and has set a target to reduce the number of surplus places to the Welsh average of no more than 10% across its primary and secondary schools. This will not be possible under the existing arrangements. The school will be located in an area which is accessible for the catchment areas of the existing school.

<b>Investment Objective 5</b>	<b>Reduction in cost per pupil including running costs of the building.</b> <b>Current cost:</b> £6,101 (on average across the three schools)
Existing Arrangements	The cost of the current outstanding maintenance works is assessed as £383k. It is high, due to the moderate conditions of the building. This amount represents the minimum amount required to be spent on the school buildings, however this will not improve the suitability of the buildings.

Business Need	<ul style="list-style-type: none"> <li>▪ Investment in capital infrastructure</li> <li>▪ Remove costly surplus capacity</li> <li>▪ Improving our assets by investing, rather than maintaining poor quality and costly buildings</li> <li>▪ Contribute to the Authority's Efficiency Strategy</li> </ul>
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<b>Investment Objective 6</b>	<b>Reduction in the carbon footprint</b> <b>Current:</b> carbon footprint of the 3 schools averages 568kg per pupil p.a. <b>2016:</b> the target for the Authority is <400kg CO <sub>2</sub> per pupil p.a.
Existing arrangements	All of the three existing schools are over a hundred years old, although there have been newer extensions to two of the three schools. The buildings have poor energy efficiency and fall short of current energy performance targets required of new buildings.
Business need	A building which is designed to be energy efficient. New lighting and heating will be installed to ensure passive management and supplemented by the use of low/zero carbon technologies. BREEAM excellent standard will be required. Renewable energy sources will be utilised.

## 2.5 The Proposed Solution: An Area Primary School for North West Anglesey

The Authority intends to reduce the number of surplus places in the North West area to no more than 10%. The Authority has reviewed the population projections for the catchment areas for the three schools and has concluded that the pupil figures (4-11): will be fairly static, apart from a small increase in pupil numbers in 2018:

**Table 5**

School	September 2014	September 2015	September 2016	September 2017	September 2018
Cylch y Garn	30	38	43	46	47
Ffrwd Win	33	36	34	36	37
Llanfachraeth	39	41	44	43	44
<b>Total</b>	<b>102</b>	<b>115</b>	<b>121</b>	<b>125</b>	<b>128</b>
Llanddeusant area	19	19	20	23	22
<b>Total</b>	<b>121</b>	<b>134</b>	<b>141</b>	<b>148</b>	<b>150</b>

As part of the island's education rationalisation programme, Ysgol Llanddeusant was closed on 31 August 2011, and although the Authority hoped that the pupils from the school would transfer to Ysgol Llanfachraeth, they chose to transfer to Ysgol Gynradd Bodedern. The Authority believes that the availability of the new area primary school will result in pupils from the Llanddeusant area choosing to attend the new area school, rather than Ysgol Gynradd Bodedern.

The effect of this is clearly seen in the table below where the % of surplus places at Ysgol Gynradd Bodedern was reduced dramatically to 4% in January 2012 and now the school is over capacity.



## Pupil Numbers at Ysgol Gynradd Bodedern (2010-2014)

Table 6

Date	Capacity	No. of pupils	% surplus places
Sept 2014	103	103	0
Jan 2014	103	104	-1%
Jan 2013	103	106	-3%
Jan 2012	103	99	4%
Jan 2011	103	81	21%
Jan 2010	103	80	22%

The school building at Ysgol Gynradd Bodedern was opened in 2003 which makes the school only 11 years old. In accordance with the SOP, plans for the Bodedern catchment area will be explored further in Band C of the programme. Relocating to Ysgol Gynradd Bodedern from the new North West area school catchment area would lead to travel times being over 45minutes maximum each way length of journey for a child of primary school age.

Since the SOC, further work has been undertaken on identifying the preferred site for the new area school. A Stakeholder Group has been established for the project, specifically to act as a forum for structured discussions to ensure that a cross section of views can be debated as part of the consultation and engagement process within the School Modernisation Programme. The stakeholder group, and indeed the consultees, requested that the project team should consider locating the new school in the centre of the new proposed catchment area, thus proposing the Llanfaethlu site. It is the stakeholders' opinion that a more centralised location for the new school will address some of the concerns raised during the consultations regarding populating the new school.

In addition, the Authority has also factored in the impact of the New Wylfa/ Wylfa Newydd, Nuclear Power Station development, with a likely temporary increase in the population during the construction period, and a more stable increase in the population from the permanent jobs created from running the station.

As the timing of such pupil number implications arising from the Llanddeusant pupils and increased demand from the Wylfa development is uncertain, the Authority intends to future proof the design of the school so that, should there be an unforeseen increase in demand, the design will allow for the ability to build an additional classroom, without destroying the logic of the organisation of the building and the security of the pupils.

The Authority has not extended the catchment area to beyond the three areas shown in the map (see Para 2.2.1). The nearest school outside the area is Ysgol Gynradd Bodedern. As part of the island's education rationalisation programme, Ysgol Llanddeusant was closed on 31 August 2011 and, although the Authority hoped that the pupils from the school would transfer to Ysgol Llanfachraeth, they chose to transfer to Ysgol Gynradd Bodedern.

The Authority has concluded that a new build area school with 150 places for primary age children and a 20 place nursery will be needed, to be located on a new site. Section four of this OBC sets out the options that the Authority has appraised to reach this conclusion regarding its preferred option.

As previously stated the Stakeholder Engagement Group meetings has proved crucial to the evaluation of options concerning the site. It was the Stakeholder Engagement Groups' opinion that the new school should be located in the centre of the new proposed catchment area, and indeed this fits with the Modernising Schools on Anglesey's vision to 'effective and reflective school of the right size, in the correct location'.

It is also the Stakeholder Group's opinion that the new school should become a Community Focused School. The Stakeholder Group suggested how the school could support the wider community by:

- Housing the Cylch Meithrin for the catchment area in the new school.
- providing community usage of the school hall
- focusing on collaborative, extra curricula activities for pupils, parents, staff and the wider community
- becoming community hubs conducive of lifelong learning and community participation
- More effective delivery of extended schools
- Fit the community vision for the area
- Support local initiatives such as staying healthy and safe

The current arrangement at the three schools in question are that all three schools in the Llannau area provide breakfast clubs and some form of extra-curricular activities. Ysgol Llanfachraeth and Cylch y Garn are the schools that offer the most community activities, out of the three schools. One of the risks identified in the project's risk register is that 'Community activities may cease due to the change of location of the school and accessibility issues'. By continuing to engage and listen to our stakeholder, this risk can be managed and avoided.

## **2.6 Constraints**

The project is subject to the following constraints:

- complying with the C21st Schools Programme funding conditions;
- level of overall funding available in terms of revenue and capital;
- potentially, the availability of a suitable site at an affordable price, within the required timescale.

## 2.7 Dependencies

The project is not dependent on any of the other elements of the Schools Modernisation Programme but is subject to the following dependencies that will be carefully monitored and managed throughout the lifespan of the scheme and through the Authority's programme management arrangements:

- Welsh Government authorisation, funding and support;
- Continual parent and stakeholder support for this project;
- Achieving statutory permissions, e.g. planning permission.

### 3. THE ECONOMIC CASE

#### 3.1 Agreed Project Parameters

The North West Anglesey (Llannau) project was an early priority for the Authority in its deliberations around the School Modernisation Strategy and the SOP, and for educational reasons as well as financial reasons. In defining the scope of this particular project we were looking for a significant project and a compelling case for change, in terms of existing and future operational needs. It was agreed that Llannau project should be one of the first projects to be addressed on the grounds that there are:

- more surplus places at higher cost
- support from the parents of the Llanddeusant area if the school is located in a central location.
- There's an opportunity to address Ysgol Gynradd Bodedern at a later stage in the Programme as the building condition is better with the possibility of co-location with the Secondary School.
- It is a significant first step to improving the sustainability of our buildings and ensure that schools are placed in the best location to attract the maximum number of pupils while still providing an area school.

#### 3.2 Critical Success Factors (CSF)

The Critical Success Factors ("CSFs") for this project were developed by the project team reflecting the priorities and CSFs in the SOC. These are:

- **Acceptability:** Attractive to the school community and other stakeholders;
- **Deliverability:** Can be delivered within the specified time period of the capital plan and schedule for the School Modernisation Strategy and the 21st Century Schools Programme. Issues such as site availability are included in this criteria;
- **Accessibility:** Practical transport links;
- **Affordability:** Fit with capital planning and funding availability and with projected revenue funding;
- **Strategic Fit:** Consistent with aims of the Schools Modernisation Strategy including compliance with school organisation/ capacity policies.

These CSFs have been used alongside the Investment Objectives for the project to evaluate the long list of possible options.

#### 3.3 The Options Considered

Following the analysis of pupil numbers, the Authority concluded that a school of 150 places with a 20 place nursery best fits the future requirements for primary school places in the area. (see para 2. 5). It was therefore agreed that a change was needed and the Authority had a number of decisions to make, relating to:

- rationalisation and investment decisions to ascertain which schools should remain or whether there is the need for a new area school;
- new build or refurbishment options, as to what form the building should take;
- site selection option of where the school should be located.

The options available to the Authority can be classified as:

- **Do Nothing:** Continuing with the current level of repairs, number of school places and buildings.
- **Minimum Scope:** Minor restructure and federalisation, involving closing one school and placing its pupils at the other two schools and creating a federation of those two schools. Minimal refurbishment would be done at both continuing schools.
- **Intermediate Scope:** Closure of two schools and the extension and refurbishment of the remaining existing school forming an area school;
- **Maximum Scope:** Closure of the three schools and transferring the pupils to a new build area school within the combined catchment area, according to the vision in the SOP.

The table below provides a summary of the extent to which each option satisfies the Authority's Investment Objectives (2.4) and Critical Success Factors as previously described:

**Table 7 : Options Appraisal – Investment Objectives and Critical Success Factors**

	<b>Do Nothing</b>	<b>Minimum</b>	<b>Inter-mediate</b>	<b>Maximum</b>
<b>Investment Objectives</b>				
1. Achieving C21 Schools Standard	No	No	Partial	Yes
2. Reduction in mixed year group classes	No	No	Partial	Yes
3. Minimum 50% time commitment to leadership.	No	Yes	Partial	Yes
4. Reducing the number of unfilled places in the area to no more than 10%.	No	partial	Yes	Yes
5. Reduction in cost per pupil	No	Partial	Partial	Yes
6. Reduced Carbon Footprint.	No	Partial	Partial	Yes
<b>Critical Success Factors</b>				
1. Acceptability	No	No	Partial	Yes

2. Deliverability	Yes	Yes	Yes	Partial <sup>2</sup>
3. Accessibility	Yes	Yes	Yes	Yes
4. Affordability	No	Yes	Yes	Yes
5. Strategic Fit	No	No	Partial	Yes

Table 8 below further appraises the four options, and identifies the options that are discounted, possible and preferred.

**Table 8**

Option	Findings
<b>1.0 Scope</b>	
1.1 Do Nothing	<b>Discounted</b> because it does not address the issue of surplus pupil numbers
1.2 Minimum – minor restructure and federalisation	<b>Possible</b> but it does not address the majority of the investment objectives and does not provide a sustainable solution for the future. Furthermore using the existing schools would result in the classrooms not meeting current floor plan area requirements and not achieving 21 Century schools standards.
1.3 Intermediate – close two schools and refurbish and extend the third	<b>Discounted</b> it addresses many of the investment objectives and CSFs. However it has been recognised that parents would choose an alternative school for their pupils, rather than the new area school, if the location of the new school wasn't central to the proposed new catchment area. This poses a risk to the project.
1.4 Maximum – close three schools and new build and refurbishment on Llanfaethlu site	<b>Preferred</b> because it addresses all the investment objectives and CSFs and because the site is a pragmatic solution - as it uses a central location and is mindful of the impact on the community.
1.5 Maximum – close three schools and a new build on the Llanfachraeth site	<b>Discounted</b> - it would address all the investment objectives and CSFs However the risk associated with this site cannot be underestimated. See 1.3 above.
<b>2.0 Service solution</b>	
2.1 Traditional Build	<b>Preferred</b> because it provides an asset with a life expectancy of fifty years or more with fewer uncertainties than the competing solutions. Offers more flexibility within the procurement framework with design layouts

<sup>2</sup> This relates to the ability to secure a site and the statutory processes such as planning permission

	and specification of materials and finishes. Architect is currently looking at a traditional construction which incorporates elements of composite modular panels to the external façade of the new school building.
2.2 Modular Build	<b>Possible</b> because the Authority is committed to using the North Wales Schools and Public Buildings Contractor Framework for the delivery of the new school projects. None of the contractors currently on the Framework are specialist Modular Build Contractors. Using this type of system would therefore require an alternative Procurement route and the withdrawal of the project from the Framework Programme.
<b>3.0 Service Delivery</b>	
3.1 Design and Build	<b>Discounted</b> The Authority wishes to test this route on a larger project, namely the new school for Holyhead.
3.2 In House	<b>Preferred because</b> this has the advantage of a less complicated procurement and is well understood by the Authority and prospective bidder and it may also offer the opportunity for small and medium enterprises to bid.
<b>4.0 Implementation</b>	
4.1 Big Bang	<b>Preferred</b> – for the preferred scope of a new school on a new site, there are no benefits to phasing the project.
4.2 Phased	<b>Possible</b> as would be necessary for options 1.1 to 1.3.
<b>5.0 Funding</b>	
5.1 Private Funding	<b>Discounted</b> because in 2013, the Authority reviewed the option of entering into a joint venture arrangement to assist with the management of its assets. It concluded that this was not an option which it wished to pursue because of the complexity and cost of setting up a strategic partnership and the possible delay in the programme from doing so. The Authority concluded that there was likely to be more market interest if the contract for this school was let separately.
5.2 Public Funding	<b>Preferred</b> because it will allow completion of the project according to the timetable.

	Funding is agreed in principle by 50% grant from the C21st programme and 50% from the Authority.
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### 3.4 Site Evaluation

Having identified that option 4 was a possible option at an early stage the Authority progressed with a site evaluation exercise. Prior to the statutory consultation period in the North West of Anglesey on 31 March 2014 – 19 May 2014, a total of 8 sites were identified by the school modernisation project team and considered as possible locations for the new Llannau school. During the consultation period stakeholders and consultees recommended that the project team should consider other available sites, and as a result a further 10 sites were proposed by the stakeholders and considered by the project team. At these meetings parents also stressed the importance of choosing the right location for the new school, listening to the needs of these communities and to site the school in the centre of the catchment areas. As a result of this meeting ten additional have been proposed or identified and appraised by the Authority. In May 2014 the project team assessed and scored a total of 18 sites. A total of 9 non-financial options criteria were used to evaluate the sites.

In order to provide confidence and transparency the Authority has set up an external stakeholder group to challenge the information provided to them by officers, specifically to act as a forum for structured discussions to ensure that a cross section of views can be debated as part of the consultation and engagement process within the School Modernisation Programme. The group met on 23<sup>rd</sup> June 2014 to discuss the scoring matrix for the site identification process and the scores produced for the 18 sites. Site (2) – Ysgol Llanfachraeth with additional fields scored the highest. However the stakeholder group, and indeed the aforementioned consultees, requested that the project team should consider locating the new school in the centre of the new proposed catchment area, thus proposing option 7 – the second highest scoring site, as their preferred site.

It is the stakeholders’ opinion that a more central location for the new school will address some of the concerns raised during the consultations, and will prove that the Authority listens to the needs of the community and that the engagement process is working. It was therefore agreed at the meeting that a total of two sites were to be considered on the short list.

**Table 9:**

Site	Score out of a possible 90
(2) Ysgol Llanfachraeth with additional fields. Located in the south of the proposed catchment area	62.5
(7) A site in Llanfaethlu. Located in the centre of the proposed catchment area	60



The project team progressed with initial site evaluation at both the short listed sites and met with the Stakeholder Group again in January 2015 to discuss their findings. It was concluded that the site in Llanfaethlu would require a staged programme of archaeological assessment and evaluation. It is immediately outside the essential setting of Carreglwyd Grade II\* Registered Historic Park and Garden and although the identified ‘significant views’ are away from the possible school site, the impact of its construction on the setting of the Registered would have to be considered. CADW would also need to be consulted upon on this aspect.

The Authority estimates the cost of the school to be £5.166m (as further detailed in the financial case). This is based upon the preferred site (Option 7: A site in Llanfaethlu). It can now be confirmed that during the excavation in the identified trenches, there has been a concentration of Neolithic features in two of the trenches and a reasonable artefact assemblage has been recovered so far. The site is the remains of a Neolithic house. An increased area of excavation was undertaken during January. Costs for the additional works have been prepared. The total proposed costs for the archaeological works on the Llanfaethlu is therefore likely to be in the region of £53k.

It has been confirmed that the works and findings undertaken on the Llanfaethlu site does not restrict the site for development. If the items found can be excavated to Gwynedd Archaeological Trust approval, the site can be developed.

With due regard to the above engagement and consultation process -the stakeholder Group proposed that the project team should request authorisation from the Authority’s Executive Committee to approve the Llanfaethlu site as the preferred site. This was approved by the Executive Committee on 9<sup>th</sup> February 2015.

### 3.5 Options Appraisal

With due regard to the above initial appraisals, the four options have been measured in terms of the main advantages and disadvantages for the project:

**Table 10 :Options Appraisal – Advantages and Disadvantages**

Option	Advantages	Disadvantages
<b>Do Nothing</b>	<ul style="list-style-type: none"> <li>Requires no additional investment expenditure, beyond the existing backlog maintenance requirement.</li> </ul>	<ul style="list-style-type: none"> <li>Would not meet any of the strategic aims of the Schools Modernisation Programme or the investment objectives and CSF for the scheme.</li> </ul>
<b>Minimum (minor)</b>	<ul style="list-style-type: none"> <li>There would be an improvement against some of the programme and project objectives through a</li> </ul>	<ul style="list-style-type: none"> <li>The objectives of suitability, sufficiency and sustainability of buildings would not be</li> </ul>

Option	Advantages	Disadvantages
<b>restructure and federalisation)</b>	reduction in surplus places and some improvements in unit cost and leadership capacity.	met and other aspects would not be met in full.
<b>Intermediate (refurbish and remodel)</b>	<ul style="list-style-type: none"> <li>▪ Most of the investment objectives in relation to pupil numbers, class sizes and unit costs are met in full and most of the CSFs are met.</li> <li>▪ The quality, sufficiency, suitability and condition of the buildings is likely to be improved but not as much as the new build;</li> <li>▪ It would reduce backlog maintenance by £225k and, in due course, release approximately £132k in capital receipts.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The objectives in relation to the sufficiency, suitability and condition of buildings are not met in full;</li> <li>▪ The new school would not be the exemplar development for the Schools Modernisation Strategy as envisaged;</li> <li>▪ Requires compromise in design and does not achieve suitability requirements in terms of teaching space, ancillary areas;</li> <li>▪ Leads to layout constraints that are likely to cause operational inefficiency;</li> <li>▪ Whilst refurbishment offers a lower construction cost, it entails significantly higher operating and lifecycle costs;</li> <li>▪ Entails greater residual maintenance requirements resulting in more disruption in the future;</li> <li>▪ Entails higher risk in terms of the potential for unforeseen work and subsequent time and cost overruns;</li> <li>▪ There would be a transitional period of 12 months when children could need to be temporarily accommodated elsewhere as the extension and refurbishment work continues;. This has not been costed as yet</li> <li>▪ Does not meet the same sustainability standards in terms of energy efficiency and environmental impact as a new build solution.</li> </ul>

Option	Advantages	Disadvantages
<b>Maximum (new build)</b>	<ul style="list-style-type: none"> <li>▪ The Authority will be able to meet its aspiration to provide a 21<sup>st</sup> century school with facilities to deliver the curriculum and to engage with the local community;</li> <li>▪ Lead to improved standards at the Foundation Phase and Key Stage 2</li> <li>▪ It would avoid backlog maintenance of £383k and, in due course, release approximately £382k in capital receipts;</li> <li>▪ Spending per pupil would reduce from £6,101 on average to £4,955, generating savings of £100k pa;</li> <li>▪ Improved ICT provision;</li> <li>▪ Result in the headteacher having 50 - 100% non-contact time.</li> <li>▪ A new school would provide places for future growth in the catchment area;</li> <li>▪ On-going maintenance costs will be lower than the other options;</li> <li>▪ More classrooms so fewer pupils will be taught in mixed year groups;</li> <li>▪ Reflect parents' preference for a new area school;</li> <li>▪ Reduced CO<sub>2</sub> emissions.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Significant capital costs – build cost is higher than the other options;</li> <li>▪ Reorganisation can have a disruptive effect on staff and pupils;</li> <li>▪ Possible staffing implications;</li> <li>▪ Possible further distance travelled to the new school;</li> <li>▪ Possible effect on community facilities;</li> <li>▪ Deliverability less certain, due to the need to secure a site and fulfil statutory processes such as planning permission.</li> </ul>

A financial appraisal on the four options has also been conducted. The table below provides a financial appraisal of each option, based on a 60 year assessment period:

**Table 11 Options Appraisal – Financial Appraisal**

Option	Undiscounted (£k)	Net Present Cost (Value) (£k)
<b>Minimum</b>		
Capital	356	356
Revenue	518	215
Total costs	874	571
Cash releasing benefits	(5,965)	(2,429)
Net costs / (savings)	<b>(4,821)</b>	<b>(1,858)</b>
Non- cash releasing benefits		
<b>Minimum Option: Total</b>	<b>(4,821)</b>	<b>(1,858)</b>

**Table 12**

	Undiscounted (£)	Net Present Cost (Value) (£)
<b>Intermediate</b>		
Capital	1,738	1,633
Revenue	1,152	477
Total costs	2,890	2,110
Cash releasing benefits	(6,930)	(2,941)
Net costs / (savings)	<b>(4,040)</b>	<b>(831)</b>
Non- cash releasing benefits	-	-
<b>Intermediate Option: Total</b>	<b>(4,040)</b>	<b>(831)</b>

**Table 13**

	Undiscounted (£)	Net Present Cost (Value) (£)
<b>Maximum</b>		

Option	Undiscounted (£k)	Net Present Cost (Value) (£k)
Capital	5,166	4,939
Revenue	2,015	836
Total costs	7,181	5,775
Cash releasing benefits	(8,196)	(3,597)
Net costs / (savings)	<b>(1,014)</b>	<b>2,178</b>
Non- cash releasing benefits	-	-
<b>Maximum Option: Total</b>	<b>(1,014)</b>	<b>2,178</b>

The do-nothing option was not costed, as this is not considered a realistic option, given the in approval for a new area school by the Executive Committee on 11<sup>th</sup> February 2013, and also supported through the formal consultation process.

The financial appraisal conclude that the options with negative outcomes are preferable from a financial perspective. The above table therefore appraises the 'Minimum Option' as the most favourable in economic terms, as it has the largest negative outcome. The intermediate option also has a negative outcome, albeit smaller than the minimum option. The Maximum option has a positive outcome, which shows that undertaking this option will have a financial impact. This does not necessary rule this option out. The qualitative benefits appraisal below is used to support the preference of a new build option.

### Qualitative benefits

A workshop was held by the School Modernisation Team to evaluate the qualitative benefits associated with each option. This section will appraise the main benefits anticipated for the project. Firstly the measures and targets associated with each of the aforementioned investment objectives are introduced.

#### Table 14: Outcomes and Benefits

##### Investment Objective 1

That the school is a 21<sup>st</sup> Century standard school whereby pupils and teachers will have modern, safe facilities which support the delivery of the curriculum.– including high quality teaching and learning facilities, suitable play areas, high quality ICT facilities within a secure environment. We also aim to invest in our assets to support the community's current needs and also provide resources for future generations to address emerging community needs.

<b>Measures</b>	<b>Targets</b>
<ul style="list-style-type: none"> <li>▪ Educational Improvements Foundation Phase</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase the % of pupils achieving. Improve on the current performance of 84.6% for the Authority</li> </ul>
<ul style="list-style-type: none"> <li>▪ Educational Improvements Key Stage 2</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase the % of pupils achieving. Improve on the current performance of 87.8% for the Authority</li> </ul>
<ul style="list-style-type: none"> <li>▪ High Quality Learning Facilities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Post occupancy evaluation – increase in user satisfaction</li> </ul>
<ul style="list-style-type: none"> <li>▪ Suitable Play Areas</li> </ul>	<ul style="list-style-type: none"> <li>▪ Meet specification / required standards of the Building Bulletin.</li> </ul>
<ul style="list-style-type: none"> <li>▪ ICT</li> </ul>	<ul style="list-style-type: none"> <li>▪ Enhanced ICT provision, which meets demand and is fit for purpose.</li> </ul>
<b>Investment Objective 2</b> <b>A reduction in number of classes with more than two age groups</b>	
<b>Measures</b>	<b>Targets</b>
<ul style="list-style-type: none"> <li>▪ A reduction in the number of classes with more than two age groups</li> </ul>	<ul style="list-style-type: none"> <li>▪ At least 4 classes to be required</li> </ul>
<b>Investment Objective 3</b> Better use of resources - Increasing the Headteacher's non-contact time in order to increase leadership and management capacity thus contributing to the development of leadership skills within and across school.	
<b>Measures</b>	<b>Targets</b>
<ul style="list-style-type: none"> <li>▪ The establishment of a Senior Leadership Team for the school composed of Headteacher and a Deputy</li> </ul>	<ul style="list-style-type: none"> <li>▪ The Head teacher to have increased non-contact time.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Good quality leadership and strategic management</li> </ul>	<ul style="list-style-type: none"> <li>▪ Meeting the requirements of the Estyn framework</li> </ul>
<ul style="list-style-type: none"> <li>▪ Attendance Rates</li> </ul>	<ul style="list-style-type: none"> <li>▪ Attendance rate to be above 94%, adjudged a 'Good' rating by Estyn</li> </ul>
<b>Investment Objective 4 - Reducing the number of unfilled places in the area to no more than 15%.</b>	
<b>Measure</b>	<b>Target</b>
<ul style="list-style-type: none"> <li>▪ Better matching of demand and supply of pupil places</li> </ul>	<ul style="list-style-type: none"> <li>▪ Sufficient places across the North West area (to include the previous Ysgol Llanddeusant), with no more than 15% surplus places in the new school.</li> </ul>
<b>Investment Objective 5 - Reduction in cost per pupil from £6101 to c £4,955 and in running costs of the building</b>	
<b>Measure</b>	<b>Target</b>
<ul style="list-style-type: none"> <li>▪ Reduction in cost per pupil</li> </ul>	<ul style="list-style-type: none"> <li>▪ It is expected that the combined cost</li> </ul>

	per pupil will be reduced from £6,101 to c£4955.
<ul style="list-style-type: none"> <li>▪ Reduced maintenance backlog</li> </ul>	<ul style="list-style-type: none"> <li>▪ Avoiding backlog maintenance of £383k</li> </ul>
<b>Investment Objective 6 - A reduction in the carbon footprint.</b>	
<b>Measure</b>	<b>Target</b>
<ul style="list-style-type: none"> <li>▪ BREEAM rating</li> </ul>	<ul style="list-style-type: none"> <li>▪ School to be BREEAM Excellent</li> </ul>
<ul style="list-style-type: none"> <li>▪ DEC rating</li> </ul>	<ul style="list-style-type: none"> <li>▪ DEC rating of A achieved</li> </ul>
<ul style="list-style-type: none"> <li>▪ Targets regarding recycling</li> </ul>	<ul style="list-style-type: none"> <li>▪ At least 15% of the total value of the materials used should derive from recycled/reused materials</li> </ul>
<ul style="list-style-type: none"> <li>▪ CO<sub>2</sub> emissions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reduce CO<sub>2</sub> emissions from total emissions from the current three school</li> </ul>

The appraisal of the benefits associated with each option was undertaken by:

- Weighting the relative importance (%) of each benefit criterion
- Soring each of the options against the benefit criteria on a scale of 0 to 10
- Derive a benefit weighted score for each option

### Table 15: Benefits criteria weighting

This section describes the main benefits associated with the project. Weights and scores for the benefits have been significantly justified. Benefits 1 and 4 on a par are the highest weighted benefits as they are the main benefits identified in the SOP and the Benefits Realisation Plan for the programme. Benefit 6 has the lowest weighted score as it depends on another benefit (3) for it to be realised.

Qualitative Benefits	Weight
1. Contributing to raising educational attainment	25
2. Improving condition – raise retained school buildings to Condition Category B and any new build to Condition Category A, and a reduction in Carbon Footprint	15
3. Improving suitability – appropriateness of accommodation to enable the delivery of 21 <sup>st</sup> Century standards	15
4. Reduce mixed key stage classes	25
5. To meet the demand and supply of pupil places and reduce surplus places	15
6. Improved and enhanced range of community facilities	5
<b>Total</b>	<b>100</b>

The results of the benefits appraisal are show in the following table 16:

Benefits Criteria and weighting	Option 1 Do Nothing		Option 2 Minimum: Minor restructure and federalisation, involving the closure of one school		Option 3 Intermediate: Closure of two schools and a refurbishment and an extension to the school remaining		Option 4 Maximum: Closure of three schools and a new build	
	R	W	R	W	R	W	R	W
Raw (R) and weighted scores (W) scores								
<b>Benefit Criteria 1</b>	0	0	2	50	5	125	8	200
<b>Benefit Criteria 2</b>	0	0	5	75	7	105	9	135
<b>Benefit Criteria 3</b>	0	0	3	45	7	105	9	135
<b>Benefit Criteria 4</b>	0	0	1	25	6	150	9	225
<b>Benefit Criteria 5</b>	0	0	5	75	8	120	9	135
<b>Benefit Criteria 6</b>	0	0	1	5	6	30	9	45
<b>Total</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>275</b>	<b>39</b>	<b>635</b>	<b>53</b>	<b>875</b>
	4		3		2		1	

The preferred option for the Authority is option 4 and this offers the highest benefits. The value of benefits expected from the project cannot be underestimated. The benefits appraisal is considered to be very important for the Authority, as any investment made will require significant benefits for the end users. Indeed the assessment and monitoring of the realisation of these benefits will form a key part of the post project evaluation process.

### 3.6 Evaluation of risks

A workshop was held at the Lifelong Learning department on 26<sup>th</sup> January 2015 to evaluate the risks associated with each option. These risks were reviewed, updated and validated through the circulation of the document to the project team.

### 3.7 Methodology

Risk appraisal has been undertaken and involved the following distinct elements

- Identifying all the possible business and service risks associated with each option
- Assessing the impact and probability for each option
- Calculating a risk score



The range of scales used to quantify risk was as follows:

**Table 17 : Summary of the risk appraisal results**

<b>Risk category</b>	<b>Option 1– Do nothing</b>	<b>Option 2 (Minimum) – Closing one school and placing its pupils at the two other schools. Minimal refurbishment would be done at both schools.</b>	<b>Option 3 (Intermediate) – Closure of two schools and extend and refurbish the remaining school</b>	<b>Option 4 (Maximum) Closing three schools and a new build.</b>	<b>Option 4 (Maximum) Closing three schools and a new build. Residual Risk Level</b>
Project Risks	3	20	30	65	38
Financial Risks	3	59	59	52	36
Planning, Building and Land Risks	6	17	25	70	43
Community Risks	1	1	6	9	6
Service Risks	2	13	13	18	18
<b>TOTAL</b>	<b>15</b>	<b>110</b>	<b>133</b>	<b>214</b>	<b>141</b>
<b>RANK</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	

A summary of the financial, benefits and risk appraisals can be founded in table 18.

Summary of overall results. Table 18

Evaluation Results	Option 1	Option 2	Option 3	Option 4
Economic appraisals	£383k	(1,859)	(831)	2,178
Benefits appraisal	0	275	635	875
Risk appraisal	15	110	133	214 (Residual 141)
<b>Overall ranking</b>	<b>=2</b>	<b>1</b>	<b>=2</b>	<b>4</b>

The overall conclusion is that option 2 offers the best combination of costs and risks. However the preferred option for the Authority is option 4 and this offers the highest benefits. The value of benefits expected from the project cannot be underestimated. The benefits appraisal is considered to be very important for the Authority, as any investment made will require significant benefits for the end users

### 3.8 Sensitivity analysis

The method used was:

- a) 'switching values'

#### 3.8.1 Results of switching values

Table 19 shows the values (in %) at which the preferred option would change in the overall ranking of options.

**Table 19** : changes (%) required to equate with the preferred option

Change in Costs (%)	Option 1	Option 2	Option 3	Option 4
Capital costs	n/a	0	-63%	-82%
Current costs	n/a	0	n/a	n/a

Change in Costs (%)	Option 1	Option 2	Option 3	Option 4
Total costs	n/a	0	-49%	-70%
Cash releasing benefits	n/a	0	+35%	113%
Non releasing cash benefits	n/a	0	n/a	n/a
NPV/C	n/a	0	124%	n/a

### 3.8.2 Key observations

A change of variation in cash releasing benefits is most likely to change the preferred outcome from a financial perspective. If cash releasing benefits for option 3 would be 35% higher than anticipated this would become the preferred option.

Cash releasing benefits for option 4 would need to be 113% higher than anticipated for option 4 to become the preferred option.

Capital costs would need to be 63% lower than anticipated for option 3 or 82% lower for option 4 for these to become the preferred options from a financial perspective.

Total costs would need to be 49% lower than anticipated for option 3 or 70% lower for option 4 for these to become the preferred options from a financial perspective.

### 3.8.3 Results of scenario planning

The table below summarises the results associated with increasing uncertain costs by 20% and reducing uncertain cash releasing benefits by 20%.

**Table 20: Summary of results from scenario planning**

	Option 1 – minimum benchmark	Option 4 maximum – the preferred option
Sensitivity analysis on benefits	(1,373)	2,897
Sensitivity analysis on costs	(1,787)	3,165
New order in ranking	1	2

### **3.8.4 Key observations**

If capital costs or cash releasing benefits were to increase/ decrease respectively by 20% the preferred option from a financial perspective would remain the same and in fact becomes even more favorable.

### **3.9 Preferred option**

Based on the overall option appraisals conducted in the economic case, the Authority's preferred solution is for a new build school for 150 pupils with a 20 place nursery. This will ensure that the surplus places will be 15% or less as the three current schools in the North West Anglesey catchment area are scheduled to close.

This option is preferred because it would realise the investment objectives and critical success factors. It is also the pragmatic solution as it uses a central location and is mindful of the impact on the community. The main benefit to stakeholders is to reduce mixed key stage classes, which leads to flexible fit for purpose learning environments, appropriate for the delivery of a modern curriculum.

It can be confirmed that the preferred option is the riskiest; however it does yield the strongest gains and meets stakeholders' aspirations. This section also demonstrates that this option provides significant greater non –financial benefits. The Countermeasures have been developed for the preferred option and people responsible for managing risks have been identified in the form of a risk register (included above in the form of residual risk).

## **4. THE COMMERCIAL CASE**

4.1 The commercial case describes how the preferred option is to be procured in order to achieve the business objectives

The North West Anglesey (Llannau) school is being designed by the in-house Architectural Team. A Design & Build approach has been adopted for the Holyhead School as there is insufficient capacity to design both schools internally. Consideration was given to procuring both projects together, but it was concluded that two single, separate new build school procurements will attract more interest from the private sector and from small and medium enterprises on the island.

The Authority will use the North Wales Schools and Public Buildings Contractor Framework. The Authority has considered the options for funding this project and whether to try to attract private finance or to rely upon public finance, and has concluded that the 50% funding from Welsh Government together with the 50% match funding from the Authority is the preferred option, given the scale of the project, and the availability and cost of private sector finance.

### **4.2 Procurement Options for the New Build Primary School North West Anglesey**

We believe that the procurement of the single contract will be straightforward and is a method which the Authority is used to using. It has attracted small to medium enterprises because the project is not complex. We will realise community benefits through this procurement (see 4.6). The Authority will use the local Framework to let the contract.

The Authority will use the North Wales Schools and Public Buildings Contractor Framework to invite Contractors to bid under a mini-competition. The Contractor selection will be based on both Price and Quality Submissions and a Traditional Procurement route of a fully designed Project with Bills of Quantities will be used.

### **4.3 The Specification for the Build**

The Authority's architects have put together a draft specification for the building, following workshop discussions with the Education Department and Project Stakeholder Group.

The school will be a Community School and will therefore include a larger main hall for Community Activities, a community meeting room as well as a Cylch Meithrin Pre-School Nursery Unit.

It is proposed that the school design shall include:

- 4 Classrooms @ 60 m<sup>2</sup> each

- One Reception classrooms @ min 64 m<sup>2</sup>
- One nursery classroom @ min 70 m<sup>2</sup>.
- A Pre-school nursery room @ 50 m<sup>2</sup>;
- A main hall @ 180 m<sup>2</sup> (for lunch provision and for use as a gymnasium);
- A resources room @ 60 m<sup>2</sup>;
- A community room @ 30 m<sup>2</sup>;
- A flexible open learning zone @ 70 m<sup>2</sup>;
- A flexible street zone for ICT, Design and Group Activities @ 200 m<sup>2</sup>;

In addition, the following non-teaching areas are assumed:

- Kitchen with stores, staff office and toilet; server area; hall storage;
- Reception Office (and photocopier); headteacher office; interview/parent room;
- Medical /[SEN] /Hygiene room;
- Staff room
- Visitor/staff toilets

External areas will include – playing field, MUGA Games area, hard play areas, soft play areas and a habitat area. Play areas for the nursery and pre-school nursery children will be segregated.

The School Buildings and external areas will be designed to comply with the areas, requirements and standards as set out in the SOC.

The new school building is to be of modern highly sustainable construction – using Modcell prefabricated straw bale cladding panels – resulting in a building with a thermal performance of up to three times higher than the current Building Regulations requirements. It is proposed to set up a ‘flying factory’ on a local farm to train a local fabrication team to assemble the panels, using a locally sourced straw bale supplier.

The proposed site for the new school is located on the outskirts of the village of Llanfaethlu. The site is also located within an Area of Natural Outstanding Beauty. Following an early consultation with Gwynedd Archaeological Trust, a full geophysical survey of the site was carried out, followed by excavation trenches. A concentration of Neolithic features were discovered and a large artefact assemblage has been recovered so far. It is looking increasingly likely that this site is the remains of a Neolithic settlement. Neolithic experts have stated that the site is likely to be of national if not international importance. All of the artefacts will be removed from site and the historical discovery does not mean that the site cannot be developed. The design team are working with Gwynedd Archaeological Trust to see if the historical aspect can be incorporated into the design of the new school. The three local schools have visited the site to see the archaeological excavations.

The Scheme will be presented to the Design Commission for Wales in March 2015.

#### **4.4 Contract Strategy**

The Authority has selected a Traditional Procurement route, and will consider a traditional or a standardised design solution for this project. The 6 contractors from Lot 1 will be invited to enter into a mini-competition which will be based on a fully priced and project-specific Quality submission. A fill briefing meeting will take place with the tendering contractors six weeks prior to the issue of the tender documents. The tenders will be assessed on quality, programming, delivery and price and process will give the Authority to select the best value solution.

#### **4.5 Evaluation of Bidders**

Bidders have already been evaluated on their experience and suitability during the Framework Tendering and Interview process. As part of the mini tendering competition, they will now be evaluated in accordance with the following project and site / location specific criteria:

- Projects Costs – Full detailed Drawing packages, Specification and Bills of Quantities will be issued for the contractors to submit a fully priced tender for the construction works.
- Project Procurement and Programming - Defining the specific benefits which each contractor engaged as a main contractor can bring to the new build Ysgol y Llannau School project. In particular, identifying those specific measures to be implemented to ensure a close collaborative working environment is established between Client, Design and Delivery Teams to ensure the most cost effective solutions are adopted. Contractors will also be evaluated on their expertise in resolving any buildability issues which may add value to the procurement process and will also be required to demonstrate how their input into value engineering of the design will result in beneficial outcomes for this project in terms of future maintenance implications especially in the area of life cycle cost planning. Contractors will also be requested to submit an outline programme – identifying key programme delivery dates.
- Contractor Delivery Team - The names, job roles, relevant qualifications and experience of the people (both site and office based) allocated from within each organisation to work specifically on the Ysgol Y Llannau School project.
- Community Benefits - CORE (Targeted Recruitment and Training) - On this particular site and project what will each contractor do to maximise the Targeted Recruitment and Training opportunities

## **4.6 Community Benefits**

The Authority is committed to maximize the value of every pound the Local Authority spends, and this can be realized through the use of community benefits. Community Benefits is the “goodwill” contribution donated voluntarily by a developer for the benefit of the community. It is the Authority’s intention to seek funding and or in kind contribution from developers towards local community initiative(s) in the project area, and this in turn can promote social, economic and environmental wellbeing.

The Authority will incorporate community benefits into the Procurement exercises, in the form of a social clause included in the contract (community benefit clauses to be included as core part of the contract). To allow Anglesey to meet the priorities set out regarding Community Benefits it is a requirement (core) that the contractor delivering the New Holyhead School will:

- Provide 78 weeks Apprenticeships/ work experience/ training and/or employment for disadvantaged groups (long term unemployed, NEETS, disabled, economically inactive) for every £1m spent.
- Produce a Community Benefits Plan and Targeted Recruitment and Training method statement.

### **4.6.1 Wider employment benefits**

In addition to the mandatory requirement above there is a drive to ensure that contractors ensure:

- retention of existing workforce and providing measurable improvements and up skilling in workforce.

### **4.6.2 Education, Community and Environmental Benefits**

The driver for the Framework Contractors is delivering excellent educational building therefore it is expected that the successful Contractor will contribute to this agenda in this area and also secure other positive outcomes that would benefit the local community and environment by:

- Providing input into curriculum development through supporting learning in key topic area - Numeracy and Literacy
- Ensure contribution to education by running workshops on key area of skills such as sustainability, design, environmental and social considerations
- Work with local schools and colleges and universities – work experience/ mentoring/ careers fairs/ site safety etc.
- Contribution to community and environmental regeneration or engagement schemes that are of benefit to the local and wider community, for example through providing labour to develop key projects.
- Reduce and monitor waste to landfill, use and source recycled material for projects, aim to minimise travel and reduce water usage on site.



It is recognised that Community Benefits can be an array of opportunities and in order to maximise opportunities for the new area school in North-West Anglesey and to ensure a holistic approach the project team will link with other WG priorities. Partnership engagement will also be an integral part of the Community Benefits process in order to involve all interested parties in a process impacting on their community, and opportunity to maximize the value of LA spending and regeneration investment (a potential VVP contribution).

The Authority will use the North Wales Construction Framework to legally manage Community Benefits. All community benefits activities will also be included in the overall project plan and monitored accordingly by the Education Transformation Board.

#### **4.7 Proposed Key Contractual Terms**

The Authority will let a Fixed Cost contract for this project, using the JCT standard form. The JCT standard form proposed incorporates the following key contractual clauses:

- **Price:** The contractor bears the price risk, as it contracts to provide a building for a fixed price.
- **Payment:** Likely to be on a milestone basis.
- **Delay:** : the Authority will specify a contractual construction period and the date by which time the school will need to be completed, open and ready for pupils to attend; the construction period will be discussed and agreed with the preferred bidder prior to appointment
- **Subcontractors:** the Contractor will be responsible for managing any subcontractors which they employ;
- **Furniture, Fittings and Equipment:** All fixed furniture, fittings and equipment will be included within the main contract.

#### **4.8 Personnel Implications (including TUPE)**

This is a straightforward build contract, with no transfer of facilities management services, therefore whilst staff will be affected by the closure of the three schools, any costs arising and TUPE implications will be addressed by the Authority outside of this financial case.

#### **4.9 Procurement Timetable**

Subject to agreement of the SOC, it is projected that the procurement will progress in accordance with the following timetable:

**Projected Procurement Timetable. Table 21**

<b>Stage</b>	<b>Date</b>
Design Commission for Wales Review	17 March 2015
Planning Application	27 March – May 2015
Tender documents completed	22 May 2015
Tender invitation	22 May – 03 July 2015
Tender Evaluation	06 July– 10 July 2015
Contractor Appointment	13 July 2015
Value Engineering	20 July –31 July 2015
Contractor Mobilisation	03 Aug –14 Aug 2015
Commencement on Site	17 August 2015
Construction Period	12 Months
Construction Completion	22 August 2016
Commissioning	15 – 26 August 2016
School Opening	05 September 2016

#### 4.10 Risk Transfer

Risk transfer refers to the action planned for reducing the impact of a risk, usually in the form of insurances or clauses in a contract. The table below shows how the risk for the North West Anglesey project might be apportioned between the client (public) and contractor (private) and when they can be shared.

**Table 22**

Risk Category	Potential Allocation		
	Public	Private	Shared
1. Design Risk	✓		
2. Construction and development risk			✓
3. Transition and implementation risk			✓
4. Availability and performance risk		✓	
5. Operating risk	✓		
6. Variability of revenue risks	✓		
7. Termination risks	✓		
8. Technology and obsolescence risks			✓
9. Control risks	✓		
10. Residual value risks	✓		
11. Financing risks	✓		
12. Legislative risks			✓
13. Other project risks			✓

## 5.0 THE FINANCIAL CASE

### 5.1 Introduction

The purpose of this section is to set out the indicative financial implications of the preferred way forward, as set out in the economic case, on the basis as set out in the commercial case. Further detailed analysis of the financial case including affordability will be set out within the Final Business Case stage.

### 5.2 Estimated Cost of the Preferred Option

The Authority estimates the cost of the school to be **£5.166m**. This is based upon the preferred site in Llanfaethlu (Option 7), The cost estimate comprises:

**Table 24**

Costs of the project should be broken down as follows:  
Ground floor area (gfa) of project = 1,650m<sup>2</sup>

	2014/15	2015/16	2016/17	2017/18	2018/19	Total	Cost per m2	Cost per pupil
<b>Preliminary items</b>								
Site Investigation	£62,932					£62,932		
Land Acquisition		£200,000				£200,000		
<b>Elemental Construction Costs – building only</b>								
Substructures		£543,114	£60,346			£603,460		
Superstructures		£633,633	£346,989	£75,433		£1,056,055		
Internal Finishes			£301,730			£301,730		
M&E installations		£633,633	£422,422			£1,056,055		
<b>Total Construction Costs – Building Only</b>		£1,810,380	£1,131,487	£75,433		£3,017,300	£1,828	£20,115
External Works		£260,000	£380,250			£640,250		
Abnormal items		£507,000				£507,000		
<b>Total Construction Costs</b>		£2,577,380	£1,511,737	£75,433		£4,164,550	£2,524	£27,763
Fixtures and			£50,000			£50,000		

Fittings								
ICT equipment			£40,000			£40,000		
<b>Professional Fees</b>								
Design and Management – external	£59,185	£101,896	£32,504			£193,585		
Design and Management – internal	£95,348	£95,348	£47,674			£238,370		
<b>Risk Contingencies</b>								
Client		£216,700				£216,700		
Other								
<b>Scheme Total</b>	<b>£217,465</b>	<b>£3,191,324</b>	<b>£1,681,915</b>	<b>£75,433</b>		<b>£5,166,137</b>		

The cost of the school has reduced by £2.643m (34%) from the sum estimated in the Authority’s SOP of £7.809m. This stems from further discussion with the Welsh Government, downscoping of size requirements and more detailed analysis of costs.

It was noted in the SOC that if an alternative site was identified, the costs could increase by c £0.2m. As aforementioned an alternative site has been selected, in response to stakeholders concerns and the anticipated risks. The selection of the Llanfaethlu site, and a more detailed analysis of costs had led to a total project cost increase of £0.085m

### 5.3 Impact on the Authority’s Income and Expenditure Account

Although the construction period is 12-18 months, the anticipated payment stream for the project is over 4 financial years as follows:

Summary Financial Appraisal . Table 25

£k	2014/5	2015/6	2016/7	2017/8	Total
	£k	£k	£k	£k	£k
<b>Preferred Option:</b>					
Capital Cost	217	3191	1682	76	5166
Revenue Cost Implications	0	0	(79)	(136)	(215)
<b>Total</b>	<b>217</b>	<b>3191</b>	<b>1603</b>	<b>(60)</b>	<b>4951</b>
<b>Funded by:</b>					
Existing Budgets	0	0	(79)	(136)	(215)
Additional Funding	217	3191	1682	76	5166
<b>Total</b>	<b>217</b>	<b>3191</b>	<b>1603</b>	<b>(60)</b>	<b>4951</b>

Note: The capital cost incurred in 2017/8 represents the assumed final payment after the expiry of the defects liability period.

#### **5.4 Impact on the Authority's Balance Sheet**

The proposed capital expenditure will be shown on the Authority's balance sheet in accordance with applicable accounting standards and guidance. It is expected that two of the existing school buildings, together with their sites are currently valued at approximately £382k will be removed from the balance sheet as the schools are closed and the sites disposed of.

#### **5.5 Overall Affordability**

The intention is that this capital cost is funded 50% through the WG 21st Century Schools programme, with a resultant WG contribution of £2.583m, and 50% through the Council's capital resources.

It is estimated that the WG's capital contribution will be phased as follows:

- 2014/5                £109,000
- 2015/6                £1,746,000
- 2016/7                £841,000
- 2017/8                £37,000

The Authority's funding requirement of £2.583m is currently expected to be funded by means of:

- £2.201m unsupported borrowing (additional borrowing which does not attract government grant);
- £0.382m in capital receipts from the sale of surplus sites.

The expected revenue savings (excluding financing costs) from this project are estimated at:

- approximately £135k pa. based on the schools funding formula; less
- approximately £35k pa, for additional transport costs;
- reducing the net saving to approximately £100k pa.

The school's funding arrangements and related budgets will be reviewed to ensure that the maintenance and servicing requirements are taken into account.

Borrowing costs, to repay the £2.3m unsupported borrowing, will cost about £167k p.a. once the borrowing is at its peak in 2017/18. The Authority will make available additional annual funding of up to £80k p.a. to cover the difference between such unsupported borrowing costs and the expected net savings in running costs, as set out above.

The Council's Executive has given approval in principle to the required level of funding and the County Council, and will be asked to confirm the unsupported borrowing by the FBC stage.

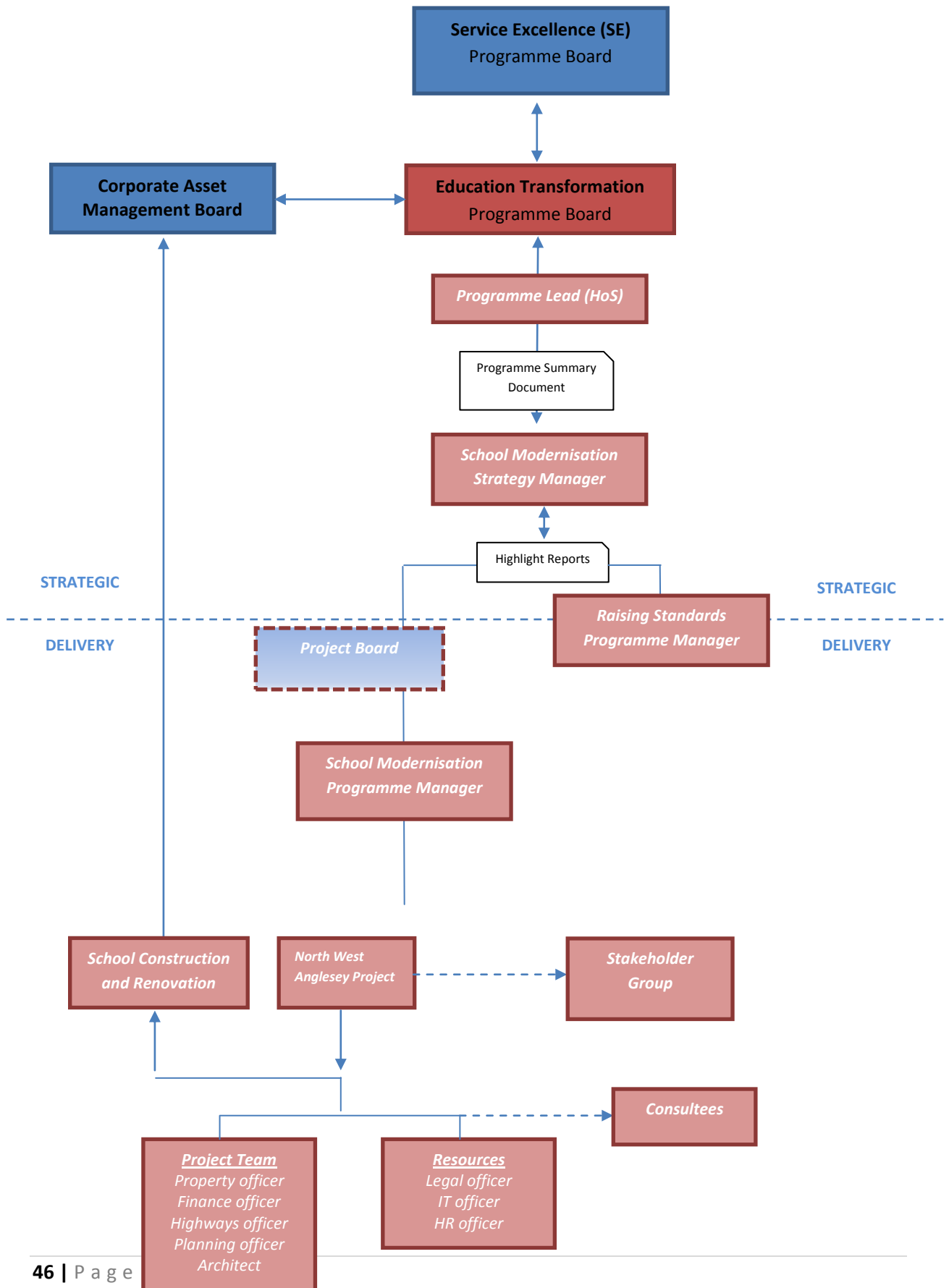
## **6. THE MANAGEMENT CASE**

### **6.1 Introduction**

The Isle of Anglesey County Council has adopted a corporate project management methodology, based on PRINCE 2. This ensures the projects are led effectively in terms of planning, resources, monitoring and control. This management case builds on the detail provided in the SOC, and provides more detail on the delivery of the project in accordance with best practice.

### **6.2 Programme Governance**

The Authority has an overall project management and governance system in place for the Education Transformation Programme that is sufficiently robust to ensure that progress is made; adequate and appropriate resources are engaged; key stakeholders are informed and involved as appropriate, and that decisions can be made in a timely manner. The arrangements reflect and recognise the scale of the spending commitment involved, the complexity of the consultation and the breadth of issues raised in the course of delivering this project. This is set out in Figure 2 overleaf.





The Transformation Programme Boards (the Education Transformation Board reports into the Service Excellence Board) are the drivers of change and improvement within the Authority and are responsible for ensuring the delivery of the Transformation Plan, incorporating the Council's corporate plan and the organisational change agenda.

The Transformation Programme Boards provide oversight, direction and make recommendations to the Senior Leadership Team (SLT) and the Executive Group on funding change programmes and projects. The Education Transformation Board has adopted the role of a Project Board for the 'North West Anglesey Project', and has taken all delegated decisions. It is the intention of the Authority to review this governance arrangement in the light of the recommendations from the Gateway Review 0.

### **6.3 Project Management**

An internal project team has been assembled based upon their range of skills and knowledge and their project management experience. The project team is responsible for the planning, development and delivery of the project. The membership of the team is dynamic and changes over time, according to the contribution required by specific members as the project goes through its sequential stages. . A list of the core members of the internal project team was included in the SOC. The only change to the project team since the SOC is that the Corporate Transformation & Governance Business Manager has left the post.

The Authority has wished to resource the project using in-house resources to ensure that their staff retains expertise and knowledge to write the future SOC's and to manage the phases.

The Architectural Design and the Project Management for the scheme will be carried out by the Authority's in-house Architectural Team. The Authority has outsourced Structural Design, Building Services Design, CDMC Consultants, Quantity Surveying Services, BREEAM Assessors and Landscape Architects - to complete the Design Team. Other specialist consultants would be appointed as and when required.

## 6.4 Outline Project Plan

The outline project plan for the North West Anglesey area primary school is set out below:

### Outline Project Plan

Task	Date
Compete formal consultation on school closures	19 May 2014
Submit SOC	May 2014
Approval of SOC by WG	July 2014
Submit OBC	March 2015
Approval of OBC by WG	May 2015
Site surveys	September 2014 – February 2015
Procure site	March 2015
Issue statutory notices for school closures	May – June 2015
Consult with staff, governors and parents on design of new school	February – March 2015
Detailed design sign-off	May 2015
Planning application	27 March – May 2015
Planning determined	May 2015
Bid period	May - July 2015
Appointment of contractor	July 2015
Build period	August 2015 to August 2016
Formal closure of the 3 schools	July 2016
New school opens	September 2016

## 6.5 Planning

The Authority will develop its design in discussion with planners and will arrange consultation events on the design for parents, pupils and local residents as part of the process. The Authority intends to apply for full planning permission in March 2015 with a view to obtaining consent in May 2015. It is intended that the statutory review period will have expired before the preferred bidder signs the contract.

## 6.6 Outline arrangements for benefits realisation

The framework and plan for dealing with the management and delivery of benefits can be found in the form of a Benefits Realisation Plan, and can be made available upon request.

The Plan sets out the owners; outcomes displayed if the benefits are realised; performance measures and baseline outturn.

## **6.7 Outline arrangements for risk management**

A risk management governance and review process has been developed (illustrated in the form of a flow chart) by the project team and approved by the Education Transformation Board and the Corporate Project Management Office. This chart consists of trigger points, escalation and reporting mechanisms.

## **6.8 Evaluation work**

Pre and post occupancy evaluations enable the Local Authority, schools and designers to work in partnership to capture feedback on the building from initial concept, to occupation and beyond.

The post occupancy will occur after a period of occupational use – after 12 months occupation – to coincide with End of Defects inspections, and again will capture feedback from all users on how well the new school is functioning. It will be used as a source of lessons learned for the development of other similar projects.

## **6.9 Change and Contract management**

The contract management will be used to ensure a systematic and robust approach is adopted in defining project parameters. As the project is progressed through detailed design; discussion with the Stakeholder Engagement Group will take place. These discussions will ensure that the group is kept up to date on the developing designs. Further discussions with school staff, parent and members of the community will be undertaken at key points in the project to ensure all stakeholders are kept informed.

## **6.10 Risk Register**

The project team have compiled a risk register for the programme. The register will be managed, monitored and controlled by the Strategic Programme Manager with individual risks assigned to a 'risk owner' who will be the person best able to manage the risk. The Education Transformation Board will review the most significant risks via a highlight report at its meetings. The Programme Manager is responsible for tracking and monitoring the changes in the risks. Risk management is an ongoing activity at project team level and a standing item on future programme boards.

The risks have been broken down into a series of categories such as project risks, financial, planning, and building and land, community and service risks. The register uses a traffic light or RAG (red, amber, green) system and multiplies the likelihood of a risk by its impact both on a 1-5 scale giving a maximum red risk score of 25. The format follows OGC best practice guidance.

The current risk register is available as a separate document.

## **6.11 The Management of Issues**

An issue is an event that has happened which was not planned and requires management action. It could be a problem, query or concern affecting all or part of the programme in some way, or a

risk that has been realised. All issues raised, from whatever source, are logged on the issue log which is part of the project manager's management tools. The issues are raised at project team level and where they cannot be resolved, are referred to the Education Transformation Programme Board for resolution.

## 6.12 Stakeholder Support

### Stakeholder Engagement Group

A Stakeholder Engagement Group has been established for this project comprising of Headteachers from each of the 3 schools, the Chair of governors, Local Elected members and Community Council members. The purpose of the Stakeholder Group is to provide a channel for ideas and concerns from within the group and for those they represent. The Group is a forum for structured discussions and ensures that a cross section of views can be debated as part of the consultation and engagement process within the School Modernisation Programme. The group have met on several occasions and the Authority have been successful in gaining the group's engagement and buy in on key decision points.

## 6.13 Current status of the project

The Executive Committee On February 9 2015 decided that the new site at Llanfaethlu would be the preferred location of the new school.

A Strategic Outline Case (SOC) was submitted to the Welsh Government in July 2014 and approved in August 2014. Assuming the approval of the OBC, the Authority will proceed to the procurement stage of the project.

The Council's Executive has given approval in principle to the required level of funding and the County Council, and will be asked to confirm the unsupported borrowing by the FBC stage.

## 6.14 Gateway Review

A Gateway Review (gate 0), of the Authority's 21<sup>st</sup> Century Schools Programme was undertaken between 7<sup>th</sup> – 9<sup>th</sup> April 2014. The review rated the programme as amber however, the reviewers commented that:

*“ If this Gateway Review was assessing solely the probability of achieving two school builds, it would likely return a Delivery Confidence of AMBER/GREEN. In the broader sense of achieving the Programme stated outcomes of school modernisation and improvement in education standards, it is assessed currently as AMBER.”*

The Assurance of Action Plans (AAP) that followed concerned itself with the progress made against the recommendations contained within the OGC Gateway 0: Strategic Assessment Review which took place between 07/04/2014 and 09/04/2014

It was the AAP Review Team's opinion that the Delivery Confidence has improved from **Amber** to **Amber/Green**. This assessment is based on the progress made against the original OGC Gateway Review recommendations. In summary the reviewers were confident that the Authority had made sufficient progress in the following areas: project governance, benefits realization, project resources, risk management disciplines and project management arrangements.

Signed: 

Date: 16 March 2015

Gwynne Jones - Senior Responsible Owner

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<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16 March, 2015</b>
<b>Subject:</b>	<b>GwE Governance Arrangements</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Ieuan Williams</b>
<b>Head of Service:</b>	<b>Delyth Molyneux</b>
<b>Report Author:</b> Tel: E-mail:	<b>Gwynne Jones</b>
<b>Local Members:</b>	

**A –Recommendation/s and reason/s**

That the Executive approves the amended governance arrangements for GwE, as noted in the appendix.

**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?**

Report recommending changes to the membership of the GwE Joint Committee in response to the adoption of the National Model for Regional Joint Working

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

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

<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)	Comments presented on how these arrangements connect formally to this Council's governance and constitutional processes.
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<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>	There is a need to ensure that IoACC has a positive influence on the work through the governance arrangement to ensure that the education provision responds decisively to the job opportunities that will exist on the Island (e.g. Wylfa Newydd)
<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>

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

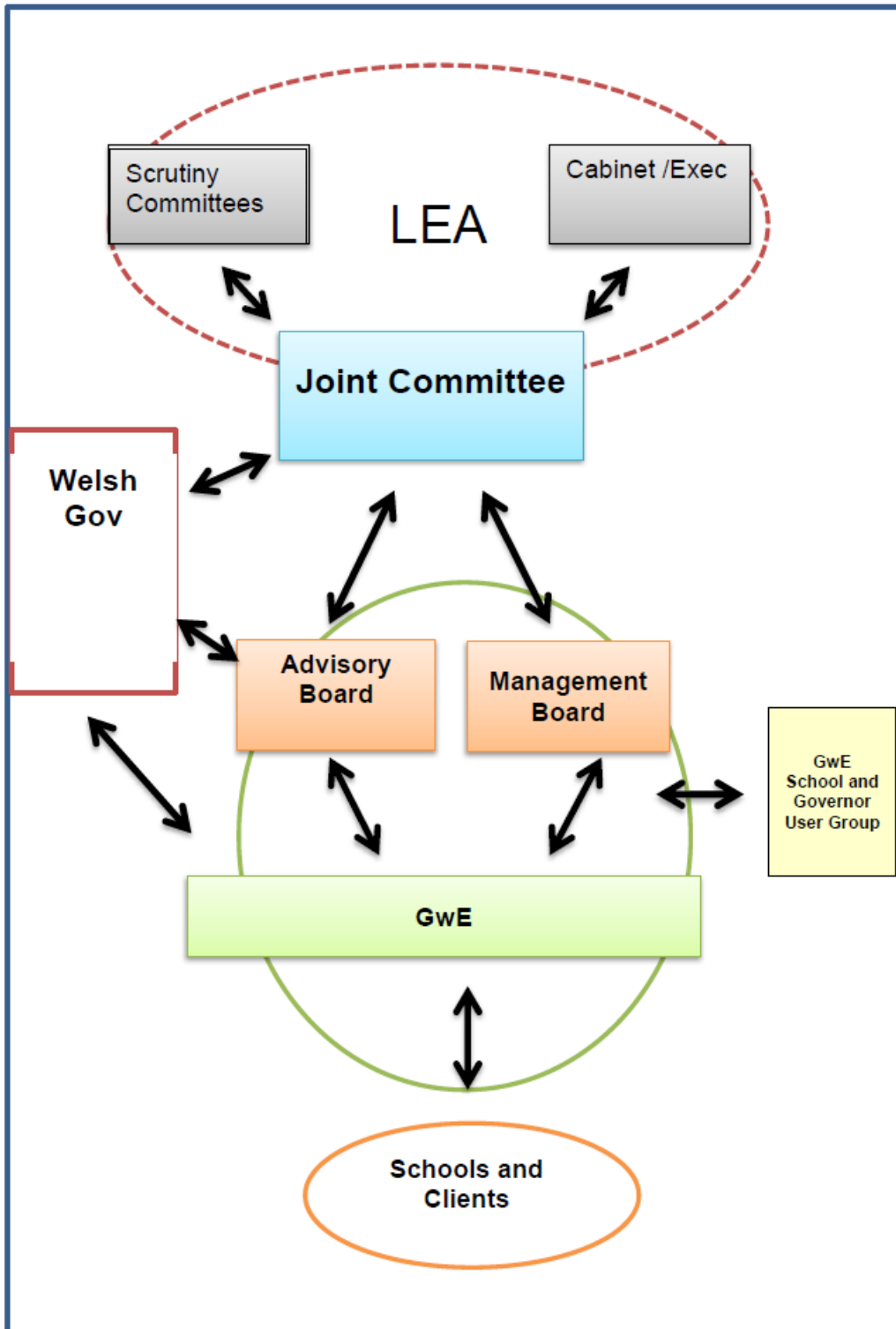


## Introduction

1. The guidance document – National Model for Regional Working - was published by the Welsh Government in February 2014. The 6 partner Councils resolved in the Spring of 2014 to:
  - approve the National Model for Regional Working in Wales in relation to School Improvement.
  - adopt the National Model for Regional Working on School Improvement and develop a business plan with the intention that the additional services listed in the Model be incorporated into the GwE regional model, in phases, subject to a satisfactory business case for each and a supporting transition plan to ensure service continuity and performance.
2. At its meeting of the 6<sup>th</sup> of November 2014 the Joint Committee gave detailed consideration to a revised governance structure in response to the National Model. The revised structure reflected the arrangements set out in Appendix 1 to this report. The current delegated functions of the Joint Committee are considered sufficient to address the requirements of the National Model.
3. Appendix 2 sets out revisions to the membership of the Joint Committee and establishment of an Advisory Board and Management Board to support the Managing Director and Senior Management Team in the management of GwE. The Advisory Board membership and functions reflect the “Executive Board” concept in the National Model but with powers of recommendation. The Management Board will have decision making powers. The apportionment and delegation of functions are set out in the Table in Appendix 3. The approach was adopted because of legal advice that there was sufficient uncertainty about delegating decisions to the Advisory Board to favour an alternative model. The model also formalises the supportive role which the Directors of Education have provided in supporting the GwE management team and provides a forum for providing input from the six authorities on more operational matters which has facilitated decision making. It can also act as an authorising body for financial decisions at an intermediate level below the Joint Committee. As a result it is recommended that they attend the Joint Committee in an officer function in future as opposed to being members of the Committee.
4. As part of the Joint Committee review it is suggested that Gwynedd Standing Orders are adopted in relation to quorum which would mean, in the case of the Joint Committee that three voting members would need to be present to effect a quorum. The current quorum of five elected members is considered too high and practically difficult to manage.



Appendix 1 - Proposed Structure



Appendix 2

Membership

Joint Committee (Existing)		Joint Committee (Proposed)	Advisory Board	Management Board	
<b>Voting Members</b>	<b>Officer Members –Non Voting</b>	<b>Voting Members</b>			
6x Education Portfolio Members <i>one from each NW LA</i>	6x Statutory Chief Education Officers <i>one from each NW LA</i>	6x Education Portfolio Members <i>one from each NW LA</i>	1 x Education Portfolio Holder (Lead for Region) Lead CEo Managing Director No more than 5 experts (Individuals to be appointed by Joint Committee) WG Nominee	6x Statutory Chief Education Officers <i>(one from each NW LA)</i> Managing Director Members of GwE SLT as required	
<b>Co-opted Non-voting Members</b>	<b>Officers in Attendance</b>	<b>Co-opted Non-voting Members</b>			
1x Diocese Representative <i>nominated from across the Wrexham, St Asaph and Bangor Diocese, on a rotating two year term</i>	1x Legal Representative 1x S151 Representative Other specialists as requested	1x Diocese Representative <i>nominated from across the Wrexham, St Asaph and Bangor Diocese, on a rotating two year term</i>			

1x Primary Schools Representative		1x Primary Schools Headteacher			
1x Secondary Schools Representative		1x Secondary Schools Headteacher			
1x Special Schools Representative		1x Special Schools Headteacher			
1x Governor Representative		1x Governor Representative			
		<b>Officers in Attendance (Non-voting)</b>			
		Lead Chief Exec 6x Statutory Chief Education Officers <i>(one from each NW LA)</i> 1x Legal Representative 1x S151 Representative Other specialists as required			

### Appendix 3 Functions of Advisory and Management Boards

Advisory Board	Management Board
<p>Reporting regularly to the joint committee, the Advisory Board will:</p> <p>Constructively challenge and contribute to the development of strategy to enable the organisation to achieve its goals;</p> <p>Consider and make recommendations to the joint committee in relation to the annual Business Plan;</p> <p>Monitor and review the performance of management in meeting assigned goals and objectives and monitor the reporting of performance;</p>	<p>Reporting regularly to the joint committee, the Management Board will:</p> <p>Co-construct the annual Business Plan, including the individual appendices to identify specific requirements at individual LA level;</p> <p>Monitor progress against the priorities and outcomes identified in the Business Plan on a regular basis;</p> <p>Have arrangements in place to make sure that GwE financial controls and systems are robust;</p> <p>Provide professional advice to the joint committee with regard to the appointment of the Managing Director.</p>

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee (16.03.15) Partnership and Regeneration Scrutiny Committee (12.03.15)</b>
<b>Date:</b>	<b>12<sup>th</sup> March and 16<sup>th</sup> March 2015</b>
<b>Subject:</b>	<b>Partnership working proposals in relation to securing improvements to the A5025 and other highways to facilitate the development proposals of Horizon Nuclear Power.</b>
<b>Portfolio Holder(s):</b>	<b>Councillor Richard Dew</b>
<b>Head of Service:</b>	<b>Dewi R Williams</b>
<b>Report Author:</b> Tel: E-mail:	<b>Arwel R Roberts</b> <b>01248 72311</b> <a href="mailto:arrht@anglesey.gov.uk">arrht@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>N/a</b>

<b>A –Recommendation/s and reason/s</b>
<p><u>Reason for reporting:</u></p> <p>1.1 To update Members on the progress of discussions with Horizon Nuclear Power (HNP) in relation to potential highway construction and improvement works required to the A5025 and other highways in order to facilitate the construction and operation of the proposed new nuclear power station at Wylfa.</p> <p><u>Recommendation:</u></p> <p>1.2 To authorise (a) the entering into by the Council as highway authority of a Collaboration Agreement with HNP in accordance with the Heads of Terms set out herein and (b) the entering into such further agreements or exercising such powers as are considered by the Head of Service (Environment &amp; Technical) as necessary to give effect to the terms of the Collaboration Agreement and to allow any highways works covered by the terms of the Collaboration Agreement to be delivered.</p> <p><u>Reasons for recommendation:</u></p> <p>2.1 Given the timeline the Council understands HNP to have in mind for promoting the highway works, it is crucial that partnership working arrangements between the Council and HNP can be put in place as soon as practicable. The framework for partnership working would be provided by the Collaboration Agreement in the terms set out in the Heads of Terms.</p>

- 2.2 Officers have had informal discussions with HNP over the past 18 months on a number of issues connected with the development of Wylfa Newydd. Part of these discussions have centered around HNPs intentions to undertake or fund highway construction and improvement works to the A5025 and other highways in order to facilitate the construction and operation of the new nuclear power station.
- 2.3 The discussions with Officers identified a number of issues which required further consideration in the context of progressing the consenting of these works. They included design, planning, procurement, consultation and land acquisition. The Executive authorised the progression of discussions by officers with HNP on 9<sup>th</sup> June 2014 with the intention of creating a framework under which partnership working on the identified issues could be undertaken.
- 2.4 As required by the terms of the previous authorisation, this report sets out the Heads of Terms of a proposed contractual arrangement (Collaboration Agreement) developed by officers for consideration by the Executive. Provided that the Executive is satisfied with the Heads of Terms the report seeks authorisation for the Council to enter into a Collaboration Agreement with HNP in line with the Heads of Terms to give effect to the delivery of highway improvements.

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

The proposed partnership working approach and the limits thereof are the key consideration. The Council may have a role in promoting and procuring highway works which would be undertaken in its capacity as Highways Authority. The Council's reason for entering into partnership working is to protect highway infrastructure and ensure that works are designed and undertaken to the required standards and is therefore acting in the public interest.

The Council's role as Highway Authority and the separation from other roles, particularly as local and Planning Authority have been considered and provided for. The Collaboration Agreement would be entered into by the Council as Highways Authority only, it will not bind any other function of the Council. The highways assessment of any planning applications will be undertaken by officers not involved in the partnership arrangement and who have not been involved in the design work.

A partnership arrangement may risk creating an impression of pre-determination of decisions related to HNP by the Council, particularly planning applications. While measures have been put in place to address this in practice some perception issues may remain. This concern is considered by officers to be outweighed by the essential need to use partnership working to deliver the required road improvements to an appropriate standard within the timescale for the project.



The Council, by entering into the Collaboration Agreement, agrees in principle to exercise statutory Highway Authority powers including those of compulsory purchase. The exercise of any statutory power would be subject to specific consideration of the facts and circumstances as required.

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

The Executive resolved on 9<sup>th</sup> June 2014 that any partnering or joint working arrangement progressed would be brought back to the Executive for consideration before it is entered into by the Council.

**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)	
<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(a)</b>	<b>Local Members</b>	
<b>8(b)</b>	<b>Chief Planning Officer</b>	

<b>9</b>	<b>Any external bodies / other/s</b>	<p>‘The Collaboration Agreement relates to the functions and responsibilities of the ‘non-statutory’ elements of the improvements required to the roads associated with the nuclear new build project at Wylfa.</p> <p>It is important for the Members to note that the ‘statutory’ Planning responsibilities of the Authority will be divorced from the terms of the Agreement’.</p>
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<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>
1. Summary of Heads of Terms for Collaboration Agreement between Isle of Anglesey County Council as Highways Authority and Horizon Nuclear Power.

<b>FF - Background papers (please contact the author of the Report for any further information):</b>
Report to the Executive Committee, 9 <sup>th</sup> June 2014, on Options in relation to securing improvements to the A5025 to facilitate the development proposals of Horizon Nuclear Power.

**Background to Partnership Working with Horizon**

**Introduction**

- 1.1 The development of a new nuclear power plant at Wylfa will require the delivery of improvements to the existing highway network on Anglesey. The Council has set out its evidenced based approach to the assessment of necessary highway improvements within the Supplementary Planning Guidance (SPG). This recognises the need for improvements to the A5025 and Lôn Nanner. The SPG sets out the requirement that such improvements have regard to the key policy messages set out therein and integrate with the wider transport issues rather than being treated as stand-alone points of constraint.
- 1.2 The works proposed to improve the road network by HNP include new stretches of highway and junctions, improvements to existing highways and subsequent alterations to existing highways. Where new stretches of highway are proposed the Council as Highways Authority will become responsible for maintaining these. The Council is ultimately responsible for all publically maintained Highways on Anglesey and therefore requires to be satisfied with the design and construction of any proposed works which it will become responsible for. Where highway construction and improvement works are funded by a private developer, such works need to be approved by the Council as highway authority and strict arrangements put in place to ensure they are delivered and completed in accordance with the Council's requirements. The Council's highway officers have been in discussion with HNP to establish how they can work in partnership to deliver road improvements within the statutory framework, to the required standards and within timescale.

**Issues**

- 2.1 Officers understand that HNP are working to a tight timescale with respect to consenting and delivering highway construction and improvement works. Therefore a clear strategy needs to be in place in the short term to ensure the consenting, procurement and delivery of such works can be timeously progressed. That strategy will be agreed and managed under the terms of the proposed Collaboration Agreement.
- 2.2 The Collaboration Agreement will cover works to highways which are needed or proposed in relation to the construction and operation of the new nuclear build at Wylfa and includes works to roads, footpaths, bridleways and cycle paths. The Heads of Terms set out in brief the provisions which would be included in the Collaboration Agreement and provides a framework for the progression of the detail of the works.
- 2.3 It is envisaged that the design of the works will be led by HNP and their consultants and agreed by the Council. Officers have had preliminary discussions with HNP which have looked in general at design issues. Works may be procured or carried out by the Council at HNP's cost or by HNP directly depending on the agreed approach and availability of powers in each case.

- 2.4 The works proposed will fall under a variety of statutory provisions and will require the exercise of a number of statutory powers by the Council. These may include providing access to land in connection with the works or the making of side road orders, stopping up orders, traffic regulation orders and diversion orders.
- 2.5 In order to ensure that the works can be progressed timeously a variety of agreements will need to be entered into depending on the particular circumstances of the works. These agreements may include Section 38 (Highways Adoption) agreements, Section 278 (Highways Agreements) and contractual and/or agency agreements regarding procurement of works, transfer of land and reimbursement of costs.
- 2.6 The agreed Heads of Terms outline the scope of the partnership and are summarised at the end of this report. It is recommended that Members consider, in particular, the following key points:
- a) The Council is proposing to enter this Collaboration Agreement as Highways Authority only; it will not bind or affect any decision or action of the Council in any other capacity, including as Planning Authority. In order to ensure that conflicts do not arise the Heads of Terms provide that separate officers will be involved in the partnership working arrangement under this agreement from those allocated to the planning and consenting function.
  - b) The Heads of Terms provides the structure for consenting and procurement strategies to be adopted under the partnership working arrangements following agreement on the detailed proposals.
  - c) The proposed Collaboration Agreement would cover works to Lôn Nanner and the A5025 with the ability to add in works to other highways where agreed.
  - d) By entering into the Collaboration Agreement, the Council is agreeing in principle to use Compulsory Purchase powers if these are necessary to deliver the land to allow the highway works. Given the nature of Compulsory Purchase a decision on whether or not to exercise these powers would require to be made on a case by case basis and this term does not commit the Council to using these powers in any particular case where the public interest requirement or any other pre-requisite of such use is not considered to be met.
  - e) The Collaboration Agreement envisages that the Council, in its capacity as Highways Authority, will undertake statutory processes and use statutory powers to ensure that the works can be delivered; this includes making orders under the Highways Act powers where necessary.
  - f) HNP will be responsible for the costs incurred by the Council in undertaking work under the partnership working arrangement. This will include internal staff costs and external advisors' fees. Any costs incurred by the Council in carrying out any highway improvement works, acquiring any land or using any statutory power to acquire land will also be paid by HNP.

g) Further agreements – The Collaboration Agreement will give the Council the ability to enter into such other documentation as is necessary to give effect to the agreement. This will include Section 278 agreements concerning highways works, contractual arrangements pertaining to the costs of any use of Compulsory Purchase powers, and agreements relating to the procurement, engagement and payment of advisors, consultants and contractors. By entering into the Collaboration Agreement the Council would be able to enter these further agreements as necessary (provided any statutory tests/requirements in relation to each proposed agreement is met).

**Summary of Heads of Terms for Collaboration Agreement between Isle of Anglesey County Council as Highways Authority and Horizon Nuclear Power Wylfa Limited.**

1. The agreement will cover any works affecting highways within IACC's administrative area specifically including Lôn Nanner and the A5025. Other roads can be included by agreement.
2. The Heads of Terms require the parties to work together to deliver the highway works. To do this the parties will agree joint working arrangements (including a document sharing protocol and press protocol) and consenting and procurement strategies setting out how each process will be run and which party will lead on which elements of the project. This will also include a process for agreeing the design of any proposed improvement works.
3. HNP agree to meet the costs of supporting IACC in providing staff to the improvement project and of the Council obtaining external consultants or contractors where appropriate.
4. HNP agree to meet the costs of carrying out the highway improvements.
5. IACC as Highways Authority agrees to support in principle the use of compulsory purchase powers to deliver highways works.
6. The agreement will remain in force until one year after the construction of the last highway improvement unless earlier terminated. Either party may terminate the agreement on giving appropriate notice.
7. A dispute resolution procedure setting out how any dispute can be escalated within the Council and HNP before resorting to external dispute resolution (including court action) is included.
8. IACC will allocate different officers to work under the agreement from those allocated to work on any planning or related application.

<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>Report to:</b>	<b>Executive Committee</b>
<b>Date:</b>	<b>16<sup>th</sup> March 2015</b>
<b>Subject:</b>	<b>Building Energy Policy and Action Plan</b>
<b>Portfolio Holder(s):</b>	<b>Cllr Richard Dew</b>
<b>Head of Service:</b>	<b>Dewi R Williams</b>
<b>Report Author:</b> Tel: E-mail:	<b>Rhys Griffiths</b> <b>01248 752161</b> <a href="mailto:rhghp@anglesey.gov.uk">rhghp@anglesey.gov.uk</a>
<b>Local Members:</b>	<b>N/A</b>

<b>A –Recommendation/s and reason/s</b>
To adopt the Energy Policy and Action Plan and implement energy efficient schemes in order to demonstrate the authority’s commitment to saving energy and reduce carbon emissions

<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>
The report is prepared following a request by the Leader for an update on the Council’s Building Energy Policy.

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

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

<b>DD – Who did you consult?</b>		<b>What did they say?</b>
<b>1</b>	<b>Chief Executive / Strategic Leadership Team (SLT)</b> (mandatory)	
<b>2</b>	<b>Finance / Section 151</b> (mandatory)	Finance is working with Property to take this issue forward and will seek to identify suitable funding on an invest to save basis.
<b>3</b>	<b>Legal / Monitoring Officer</b> (mandatory)	
<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>
<ol style="list-style-type: none"> <li>1. Background paper</li> <li>2. Building Energy and Water Saving Policy</li> <li>3. 2015 Energy Management Action Plan</li> </ol>

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





**Energy and Water Use in Buildings**

**1.0 Background**

- 1.1 In order to respond to the Climate Change Act 2008, the Welsh Government have set a target to reduce emissions in the public sector to a maximum of 0.83 metric tonnes of carbon dioxide equivalent (MtCO<sub>2</sub>e), against a baseline of 1.13 MtCO<sub>2</sub>, and a 3% reduction in emissions year on year.
- 1.2 Welsh Government's aspiration is for the public sector to lead by example in making improvements in energy efficiency and on climate change action.
- 1.3 It was reported to the *Economic Development, Tourism And Property Scrutiny Committee* meeting on the 18<sup>th</sup> April 2012, that the *Energy and Water Policy for Council Buildings Scrutiny Review Panel* were to prepare energy efficiency schemes for Council buildings. Officers determined that there was a need for a policy that could guide decisions with regard to scheme priorities, detailed proposals for design that provided implementation and future strategies with regard to choice of fuels and associated heating apparatus.
- 1.4 The Panel attached considerable importance to the proposed Energy and Water policy for Council Buildings, suggesting that the proposed Policy had an important role to play in guiding policy making, since its successful implementation would have a number of cross cutting implications across the Authority.
- 1.5 The (draft) Energy and Water Saving Policy for Buildings (Appendix 2) and the Energy Management Action Plan (Appendix 3) presented to the Commissioners' Board Meeting for approval on 18<sup>th</sup> June 2012 and while the policy was approved in principle, it was decided "*that potential costs in resourcing the proposed policy be raised at a meeting of the SLT and that the outcome of their discussions be reported back to the Board of Commissioners for consideration in due course*".
- 1.6 The report to SLT on the 7<sup>th</sup> August 2012 recognised that Financial resources would be required to pay for staff training and awareness of suitable energy and water efficiency projects, which to date has not been secured.
- 1.7 To date, there is no approved Energy Efficiency Policy in place for all buildings. The policy has remained in draft and actions to meet the policy statements have not been actioned due to a lack of resources.
- 1.8 Over the past year the energy efficiency team within Property Services has been disbanded due to redundancies and lack of capital budget being available for projects.

## **2.0 Energy Saving Projects**

- 2.1 Since 2010 no Capital budget has been made available for energy saving projects.
- 2.2 The new schools at Ysgol Y Bont and Ysgol Y Graig have been built to the highest BREAAAM standard and are a good start to reducing the Authorities carbon load. Some repair and maintenance works have installed more energy efficient plant and equipment, although due to the limited budget this has not had a significant impact on energy use.
- 2.3 Some buildings have been closed and others are due to close, this will contribute to the authority's reduction in energy use. Closure of the old Ysgol Y Graig and Ysgol Y Bont buildings will provide considerable financial and energy savings, as the energy usage of these buildings equates to 20% of the energy used in the Main Council building. Funding to implement changes within the main Council building to transfer staff from these buildings is available within the Smarter Working.
- 2.4 Within the Smarter Working project there is funding to implement changes to energy usage, in particular installation of light switches that will automatically switch off lights in empty rooms. The amendments to the doors of the main Council Reception area should also provide considerable energy savings.

## **3.00 Energy Use**

- 3.1 Various methods for comparing the authority's performance with others have been proposed, but to date it has not been possible to get reliable performance indicators.
- 3.2 It is very difficult to get reliable data on annual consumption due to estimated and inaccurate billing from the energy suppliers which can often take many months to resolve.
- 3.3 Early indications are that between 2010/11 and 2013/14 total energy use decreased by 10%. However this is largely due to buildings having closed and the fact that the weather was colder in 2010/11 compared to 2013/14
- 3.4 All large buildings are required to have a Display Energy Certificate which is the most accurate measure of energy performance currently available. The average DEC rating for these buildings indicates little change since 2010.
- 3.5 Given the above it appears at this early stage that the Authority is not doing enough to reduce its energy consumption.

#### **4.00 Investment Options**

4.1 In order to reduce energy costs initial investment is required to install energy efficient plant and machinery such as biomass boilers, solar panels etc. The payback period for these projects varies according to the plant installed and also the potential for grants/finance available. Possible funding includes the Feed in Tariff (F.I.T.) and the Renewable Heat Incentive (RHI).

#### 4.2 Feed In Tariff (F.I.T.)

If the authority were to install an electricity-generating technology from a renewable or low-carbon source such as solar PV or wind turbine, the UK Government's Feed-in Tariffs scheme (FITs) could generate income from the energy supplier. As well as saving on reduced electricity cost are paid through the F.I.T. for the electricity generated and for any surplus electricity exported to the grid. Unfortunately these tariff rates have reduced considerably over the past 4 years.

#### 4.3 Renewable Heat Incentive (RHI)

The non-domestic Renewable Heat Incentive (RHI) helps businesses, public sector and non-profit organisations meet the cost of installing renewable heat technologies.

Payments are made over 20 years and are based on the heat output of the system installed. Payments are made once the scheme has been completed and approved. There is a limited budget for this grant and no guarantee of obtaining it before carrying out the work. Therefore there is a risk involved as it cannot be presumed that the grant will be paid

#### 4.4 SALIX

It is possible to borrow money from Salix Finance Ltd. in the form of interest-free loans, but one must first ensure that the proposed project is one that would use a technology currently funded by Salix. Afterwards, the project should pay for itself in energy savings within a maximum 8 year period. Loans will be paid back to Salix by direct debit on a 6 monthly basis over a period of 6 years.

#### 4.5 External Finance Companies

The authority has been approached by various companies offering to undertake energy saving projects free of charge. The companies concerned do so on the basis that they benefit from FITS payments or RHI payments over a fixed period (usually twenty years). The schemes on offer so far have been of poor value, not offering any significant long term financial benefit to the authority. Certainly it would be better for the authority to carry out and fund the work itself, thereby making the most saving. However, if the authority

cannot find the available funding either by its own Capital or through SALIX, then these offers should be considered as they will reduce the authorities carbon emissions if not generate economic savings.

- 4.06 In the past, it was generally recommended that a sum equivalent to 10% of a Council's energy and water expenditure should be invested in energy and water efficiency schemes. The Council spends nearly £2 million annually on energy and water; therefore nearly £200,000 should be invested to reduce this expenditure. An initial investment is likely to payback within 5 years.

Should £200,000 be invested in energy and water efficiency schemes, then the annual reduction in energy and water expenditure would be at approximately £40,000, recurring each year for the life of the scheme.

## **5.00 Recommendation**

- 5.1 The Authority should adopt the Building Energy and Water Saving Policy and the Energy Management Action Plan 2015 as a first step towards demonstrating its commitment to energy reduction.
- 5.2 The Authority should endeavour to implement energy efficient schemes ideally using Capital funding, but if that funding is unavailable via external finance companies.

ISLE OF ANGLESEY COUNTY COUNCIL  
BUILDING ENERGY AND WATER SAVING POLICY  
DECLARATION OF COMMITMENT

**Policy Statements**

Isle of Anglesey County Council will:

1. Make available sufficient resources at corporate and Service level for the effective management of energy and water.
2. Educate and raise awareness of energy and water issues among technical staff and develop Continuing Professional Development (CPD).
3. Give priority to reducing energy demand, rather than installing or upgrading heating systems, where practicable to do so.
4. Consider energy and water resources when procuring or maintaining plant and equipment (including office equipment) and also when planning new projects.
5. Avoid propane gas and heating fuel oil as building energy sources.
6. Define roles and responsibilities for energy and water so they can be managed efficiently and establish clear reporting procedures.
7. Establish and implement procedures for efficient operation of plant and equipment.
8. Establish ownership of energy and water costs at service level.
9. Raise awareness amongst employees of good practice regarding energy and water resources.
10. Investigate and implement means to purchase energy at the most cost-effective price.
11. Investigate external renewable energy sources and, if practicable, purchase a proportion generated from such sources.
12. Reduce emissions of carbon dioxide to agreed targets.
13. Invest in new technologies, including renewable energy technologies, where this meets investment criteria.
14. Develop energy and water efficiency projects and invest in energy and water saving technologies, processes and equipment.
15. Report annually on energy and water performance.

ENERGY MANAGEMENT ACTION PLAN 2015					
POLICY COMMITMENT	ACTION REF.	ACTION REQUIRED	NEXT STEP	WHO	COST
1. Make available sufficient resources at corporate and Service level for the effective management of energy and water	1.01	Appoint a Project Manager			
	1.02	Bid for capital funding each year			
2. Educate and raise awareness of energy and water issues among technical staff and develop Continuing Professional Development (CPD)	2.01	arrange 1 training session and 1 event annually for technical staff			
	2.02	Utilise Y Ddolen and MonITor to internally publicise energy and water consumption and costs, and to provide regular energy and water awareness information and best practices regarding energy and water resources;			
	2.03	Upon the implementation of this policy, a press release is sent out in the name of the Chief Executive and the Leader of the Council, to generate awareness of, and motivation to comply with, the policy;			
	2.04	Success against the policy's aims and objectives are regularly publicised so as to reinforce the benefits of the Policy, persuade staff to engage with the Policy, and encourage them to look around for further savings.			
3. Give priority to reducing energy demand, rather than installing or upgrading heating systems, where practicable	3.01	Communicate this requirement to technical staff			
	3.02	Prepare list of potential projects that reduce energy demand			
	3.03	Annual report to SLT on projects completed			
	3.04	Ensure all new buildings and extensions have minimal or no heating, to obviate the need for central heating;			
4. Consider energy and water resources when procuring or maintaining plant and equipment (including office equipment) and also when planning new projects	4.01	Give priority to procure energy efficient mechanical and electrical plant and equipment			
	4.02	procure the best energy efficiency rated kitchen appliances, e.g. refrigerators and freezers			
	4.03	procure low energy ICT equipment			
	4.04	maintaining plant and equipment to ensure optimal efficiency is maintained			
5. Avoid propane gas and heating fuel oil as building energy sources	5.01	Prepare programme for replacing existing LPG and heating fuel oil fired heating and hot water systems			
	5.02	Prepare programme to reduce energy demand in same buildings			
6. Define roles and responsibilities for energy and water so they can be managed efficiently and establish clear reporting procedures	6.01	Encourage each department to appoint environmental champions			
	6.02	Role of the SLT will need to be clarified following the latest reorganisation			
	6.03	Consider nominating an elected member as Energy Champion for the Council			
	6.04	Clarify responsibilities for energy procurement			
7. Establish and implement procedures for efficient operation of plant and equipment	7.01	Consider providing training to building managers, caretakers and other staff			
	7.02	Consider providing training to maintenance staff			
	7.03	Arrange regular servicing of energy & water plant and equipment			
8. Establish ownership of energy and water costs at service level	8.01	Each department to nominate appoint staff responsible for energy & water costs at service level			
9. Raise awareness amongst of good practice regarding energy and water resources	9.01	Promote and publicise Saving Energy & Water In Buildings policy			
	9.02	Create energy & water saving leaflet and circulate via Y Ddolen			
	9.03	Investigate and arrange on-line training options for staff and mention/include in induction training			
10. Investigate and implement means to purchase energy at the most cost-effective	10.01	Arrange energy supply contracts by competition			
	10.02	Explore collaboration possibilities with neighbouring local authorities			
11. Investigate external renewable energy sources and, if practicable, purchase a proportion generated from such sources	11.01	Monitor green electricity price			
	11.02	Monitor green gas price			
12. Reduce emissions of carbon dioxide to agreed target	12.01	Prepare carbon reduction projects and apply for funding			
	12.02	Examine options for obtaining grants or external funds			
	12.03	Establish mechanism for approving external funding arrangements			
13. Invest in new technologies, including renewable energy technologies, where this meets investment criteria	13.01	Prepare 3 projects annually for installation of renewable energy technologies and seek funding.			
		Monitor the energy performance of projects to inform future investments.			
14. Develop energy and water efficiency projects and invest in energy and water	14.01	Prepare energy and water efficiency projects and seek funding			
15. Report annually on energy and water performance	15.01	Submit an annual report			

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# DDIM I'W GYHOEDDI NOT FOR PUBLICATION

**Llety Pobl Hyn – Gwerthiant Garreglwyd**

**Older Adult Accommodation – Sale of Garreglwyd**

**PRAWF BUDD Y CYHOEDD  
PUBLIC INTEREST TEST**

Paragraff 14 Paragraph 14	Atodlen 12A Deddf Llywodraeth Leol 1972 Schedule 12A Local Government Act 1972
Y PRAWF – THE TEST	
<p>Mae yna fudd y cyhoedd wrth ddatgan oherwydd / There is a public interest in disclosure as:-</p> <p>Bydd gan y cyhoedd ddiddordeb mewn gwybod sut mae'r Cyngor yn gwaredu o'i asedau. Mae dyfodol Garreglwyd wedi bod o ddiddordeb mawr i'r gymuned leol.</p> <p>.....</p> <p>The public will be interested to know how the Council is disposing of its assets. There has been significant local interest in the future of Garreglwyd.</p>	<p>Y budd y cyhoedd with beidio datgelu yw / The public interest in not disclosing is:-</p> <p>Basa datgan yn gyhoeddus yr wybodaeth sydd o fewn yr adroddiad yma yn gallu amharu neu ragfarnu safle masnachol y Cyngor yn ogystal â budd y cyhoedd lle mae opsiynau dyfodol y cartref mewn cwestiwn. Mae'r adroddiad yn cynnwys gwybodaeth ariannol fasnachol sensitif ynglŷn ag asesiadau o werth a ystyrir eu bod yn gyfrinachol cyn cyfnewid cytundebau.</p> <p>.....</p> <p>Public disclosure of information within the report could hamper or prejudice the Council's commercial position and the public interest as regards future options for the site. The report contains commercially sensitive financial information about assessments of value that are considered to be confidential prior to contracts being exchanged.</p>
<p><b>Argymhelliad:</b> Mae budd y cyhoedd wrth gadw'r eithriad o bwys mwy na budd y cyhoedd wrth ddatgelu'r wybodaeth</p> <p><b>Recommendation:</b> The public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	

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