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CYNGOR SIR
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ISLE OF ANGLESEY
COUNTY COUNCIL

Mr Richard Parry Jones, BA, MA.
Prif Weithredwr – Chief Executive
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RHYBUDD O GYFARFOD	NOTICE OF MEETING
PWYLLGOR SGRIWTINI PARTNERIAETH AC ADFYWIO	PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE
DYDD IAU, 24 GORFFENNAF, 2014 am 2 o'r gloch	THURSDAY, 24 JULY 2014 at 2.00 pm
YSTAFELL BWYLLGOR 1, SWYDDFEYDD Y CYNGOR, LLANGFNI	COMMITTEE ROOM 1, COUNCIL OFFICES, LLANGFNI
Swyddog Pwyllgor	Mrs. Mairwen Hughes (01248) 752516 Committee Officer

AELODAU / MEMBERS

Cynghorwyr / Councillors:-

Annibynnol / Independent

D R Hughes (Cadeirydd/Chair), W T Hughes, Richard Owain Jones and Dafydd Rhys Thomas

Llafur / Labour

Sedd Wag/Vacant Seat

Plaid Cymru / The Party of Wales

John Griffith, Carwyn Jones, Alun W Mummery (Is-Gadeirydd/Vice-Chair) and Dylan Rees

Heb Ymuno/Unaffiliated

R.Ll. Jones

Aelodau Ychwanegol/Additional Members (gyda hawl pleidleisio ar faterion addysg/with voting rights in respect of educational matters)

Parch./Rev. Robert Townsend (Yr Eglwys yng Nghymru/The Church in Wales) and Mr. Keith Roberts (Yr Eglwys Babyddol Rufeinig/The Roman Catholic Church)

Aelod Cyfetholedig/Co-Opted Member (Dim Hawl Pleidleisio/No voting rights)

Mr. Gerallt Ll. Jones (Rheolwr Gyfarwyddwr/Managing Director – Menter Môn)

A G E N D A

1 APOLOGIES

2 DECLARATION OF INTEREST

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

3 MINUTES (Pages 1 - 6)

To submit, for confirmation, the minutes of the meeting held on 13 May, 2014.

4 NORTH WALES POLICE COMMUNICATIONS CENTRE

To receive a presentation by Officers from North Wales Police.

5 REGIONAL AND LOCAL ARRANGEMENTS TO SAFEGUARD CHILDREN AND ADULTS (Pages 7 - 10)

To submit a report by the Head of Service (Children) in relation to the above.

6 REGIONAL COMMISSIONING OF CHILDREN AND YOUNG PEOPLE'S ADVOCACY SERVICE (Pages 11 - 14)

To submit a report by the Head of Service (Children) in relation to the above.

7 CORPORATE TRANSFORMATION PROGRAMME BOARD - PROGRESS UPDATE (Pages 15 - 20)

To submit a report by the Chair of Board and the Corporate Programme Manager in relation to the above.

8 UPDATE BY THE CHAIR/VICE-CHAIR

9 WORK PROGRAMME (Pages 21 - 26)

To submit a report by the Scrutiny Officer.

PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE

Minutes of the meeting held on 13 May 2014

- PRESENT:** Councillor Derlwyn Rees Hughes (Chair)
Councillor Alun Wyn Mummery (Vice-Chair)
- Councillors John Griffith, W T Hughes, Richard Owain Jones and Dylan Rees.
- Mr. Gerallt Ll. Jones – Managing Director, Menter Môn
- IN ATTENDANCE:** Corporate Assets Transformation Manager (CS),
Scrutiny Officer (GWR),
Committee Officer (MEH).
- APOLOGIES:** Councillors Carwyn Jones, Robert Llewelyn Jones and Dafydd Rhys Thomas.
- Councillor K.P. Hughes – Portfolio Holder (Social Services & Housing).
- ALSO PRESENT:** Councillor Ieuan Williams – Leader of the Council;
Councillor Alwyn Rowlands – Portfolio Holder (Performance Transformation, Corporate Plan and Human Resources).
- Mr. J. R. Jones – Chief Officer (Medrwn Môn).
- Senior Partnership Manager Gwynedd & Ynys Môn (AD),
Development Officer, Gwynedd & Ynys Môn Local Services Board (RBH).
-

1 APOLOGIES

Apologies as recorded above.

2 DECLARATION OF INTEREST

No declaration of interest received.

3 MINUTES

The minutes of the meeting held on 13 March, 2014 were confirmed.

The Chair wished it to be recorded that he considered that this meeting had been a successful scrutiny of the topic for discussion by the Committee.

4 COMMITTEE NOMINATION TO THE CORPORATE PARENTING PANEL

Submitted – a report by the Scrutiny Officer in relation to the above.

RESOLVED to re-appoint Councillor Dylan Rees on the Corporate Parenting Panel.

5 SINGLE INTEGRATED PLAN

Submitted a report and presentation, by the Senior Partnerships Manager Gwynedd and Ynys Môn in relation to the above.

The Senior Partnerships Manager stated that Welsh Government Statutory Guidance places a strategic planning duty upon Local Authorities to prepare a Single Integrated Plan for its area. The Plan offers the opportunity to develop preventative and early intervention initiatives which begin to address inequalities and cycles of dependency upon core statutory services as previously agreed by the Local Services Board. It also needs to meet the statutory responsibilities in relation to Children and Young People; Health, Social Care and Well-being; and Community Safety. The Plan will also address the former purpose of the Community Strategies.

The Gwynedd and Ynys Môn Local Services Board made a number of significant decisions relating to its future vision and strategic direction which was highlighted within the report.

In accordance with the commissioning work completed separately, projects are already in place across both Gwynedd and Ynys Môn and at this time it is intended to continue with these work-streams in order to allow the transformation journey of the Local Services Board to evolve and translate into priorities and specific work-streams. It will therefore be necessary to revise the Single Integrated Plan priorities and work programmes over the coming year to reflect the new ambition, vision and strategic direction of the Local Service Board. The timeline was outlined to the Committee as noted at Page 4 of the report.

The key drivers for Gwynedd and Ynys Môn were outlined as follows :-

- Demographic effects;
- Financial pressures becoming more acute;
- Increasing demands on frontline services;
- Citizen expectations;
- Economic decline increasing demand on services;
- Response to legislative changes underpinning statutory services;
- Service transformation – different models of service delivery;
- Prioritise public expenditure to avoid negative outcomes;
- Much in common across both Counties.

Issues raised by Members :-

- Partnerships are at present being reviewed across North Wales as service integration becomes an increased focus. Questions were raised around whether the Single Integrated Plan was currently premature and whether it would be wise to await the results of this review of partnerships. The Senior Partnerships Manager responded that 2 or 3 reviews had currently been commissioned. The review referred to within the report to this Committee has been commissioned by the Betsi Cadwaladr Health Board. It is expected that some Regional recommendations will materialise from the review in due course. She also referred to the Williams Report which stressed the need for local partnerships on local and sub-regional levels.
- Members challenged whether a new and different Plan needs to be prepared by next year as new Plans are to be published in the form of a Wellbeing Plan. Questions were also raised regarding if there is a requirement to prepare a Single Integrated Plan at present. The Senior Partnerships Manager responded that technically in accordance Welsh Government Guidance (shared purpose – shared delivery) a Single Integrated Plan must be prepared for the area. The Corporate Assessment scheduled to take place at this Council in February 2015 would appraise our strategic planning arrangements. Welsh Government needed assurance that local authorities have a Single Integrated Plan in place. She further stated that the style and format of the new Single Integrated Plan will be different to the current Plan.
- Members were concerned that duplication might arise with other existing initiatives i.e. Welfare Reform Bill and the Local Support Framework. The sharing of resources between authorities might also be an issue due to the context of size of both authorities. The Senior Partnerships Manager responded to clarify that the objective was to ensure that the local implementation of national initiatives were complementary, avoiding duplication.

The Chair invited Mr. J. R. Jones, Chief Officer (Medwrn Môn) and Mr. Gerallt Ll. Jones, Managing Director – Menter Môn to address the meeting.

Mr. J.R. Jones stated that he had some concerns regarding the status of the Single Integrated Plan as there are a number of regional partnerships which already exist. He stated that he was cautious as to how this Plan between Gwynedd and Ynys Môn will influence and be taken on board by existing partnerships. He further stated that it is important for the local residents of the Island to have awareness of the changes associated with the Single Integrated Plan.

Mr. Gerallt Ll. Jones stated that there is a need for serious and in-depth discussion between partnerships in respect of the potential of social enterprises and to gauge the appetite for externalisation of some services which are not statutory. He stated that in England there had been more progress to establish enterprises .

Following further deliberations it was **RESOLVED** :-

- To note the progress to date in preparing the Single Integrated Plan for Gwynedd and Ynys Môn;
- To submit observations on the content of the Single Integrated Plan in its current form as a means of providing assurances that the interests of the people of Anglesey are safeguarded;
- To submit observations of the Local Services Board transformation journey.

ACTION : That the Senior Partnerships Manager be invited back to this Committee in the Autumn to give an update on the Single Integrated Plan.

6 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED to adopt the following :-

“Under Section 100(A)(4) of the Local Government Act 1972, to exclude the press and public from the meeting during discussion on the following item on the grounds that it may involve the disclosure of exempt information as defined in Schedule 12A (Category 16) of the said Act.”

7 CLEARING OF FILES FROM OLD YSGOL Y GRAIG, LLANGFNI

Submitted – the report of the Corporate Assets Transformation Manager outlining the actions required and considerations involved in ensuring compliance with the recommendations of the Information Commissioners Office who undertook a full audit covering the Councils management of Data Protection Governance, Records Management and Security of Personal Information. One of the actions required was the need to remove all stored files from Hen Ysgol y Graig building.

Members were concerned that risks continue to be in place due to the location of storage files of the authority.

Following deliberations it was **RESOLVED** that the matter be monitored carefully to comply with the Information Commissioners Office.

ACTION : That the matter be monitored following the Information Commissioners Office revisiting the Council in September.

8 UPDATE BY THE CHAIR OR VICE-CHAIR

No update by the Chair or Vice-Chair to report.

9 WORK PROGRAMME

Submitted and noted – the draft Work Programme.

It was noted that an update report on the Single Integrated Plan will be presented to the Autumn meeting of this Committee.

RESOLVED to accept the report.

The meeting concluded at 4.00 p.m.

**COUNCILLOR D.R. HUGHES
CHAIR**

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ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO :	Scrutiny
DATE:	24.07.14
SUBJECT :	Regional and Local Arrangements to Safeguard Children and Adults.
PORTFOLIO HOLDER(S):	Ken Hughes, Housing and Social Services
REPORT AUTHOR: Tel: E-mail:	Anwen Huws, Head of Children

1.0 Recommendations

R1- That Members of the Scrutiny Committee, following scrutiny, support the proposal that will be presented to the Executive in its meeting on the 8th September, to agree the structure for the regional SCB, to be known as the North Wales Safeguarding Children Board, as shown in this report.

2.0 Reasons

2.1 It is our view that this is the best arrangement to ensure that the council is well prepared to support the requirement of the Social Services and Wellbeing Act, and to also develop a North Wales best fit solution, based on evidence of what works in relation to Safeguarding.

3.0 Background

3.1 Local Safeguarding Children Boards are statutory partnerships. The objective of Local Safeguarding Children Boards, to co-ordinate and ensure the effectiveness of partners' safeguarding activities, is established in the Children Act 2004. Regulations further expand on the functions of an LSCB, and specify membership of the board.

3.2 Three sub-regional Safeguarding Children Boards have been in place for some time across North Wales: Gwynedd & Mon LSCB, Conwy & Denbighshire LSCB, and Flintshire & Wrexham LSCB. Following announcements from Welsh Government in the autumn of 2011, the three sub-regional LSCBs have taken steps to promote greater integration and collaboration, and to move towards a regional structure, ahead of the forthcoming Social Services & Wellbeing Act.

- 3.3 The Social Services & Wellbeing Bill proposes putting safeguarding adults on to a similar statutory footing as that for children, including the requirement for Adult Safeguarding Boards. The Social Services & Wellbeing Act also requires agencies to establish regional safeguarding boards. The regions are defined according to the Local Health Board foot print: North Wales is the defined region for our area.
- 3.4 A two-tier system of Safeguarding Boards has been in place across North Wales since early 2013. A Regional board was established, but the statutory functions remained with the three sub-regional LSCBs. The two-tier system has had successes, but there have also been tensions.
- 3.5 A regional approach has been adopted throughout most of the other regions across Wales, although many have proceeded to regional boards in their totality and have ceased to convene local boards. The two-tier model and the fully regional model have both been evaluated by Sheffield University and a detailed report is available on request.

4.0 Preferred Option

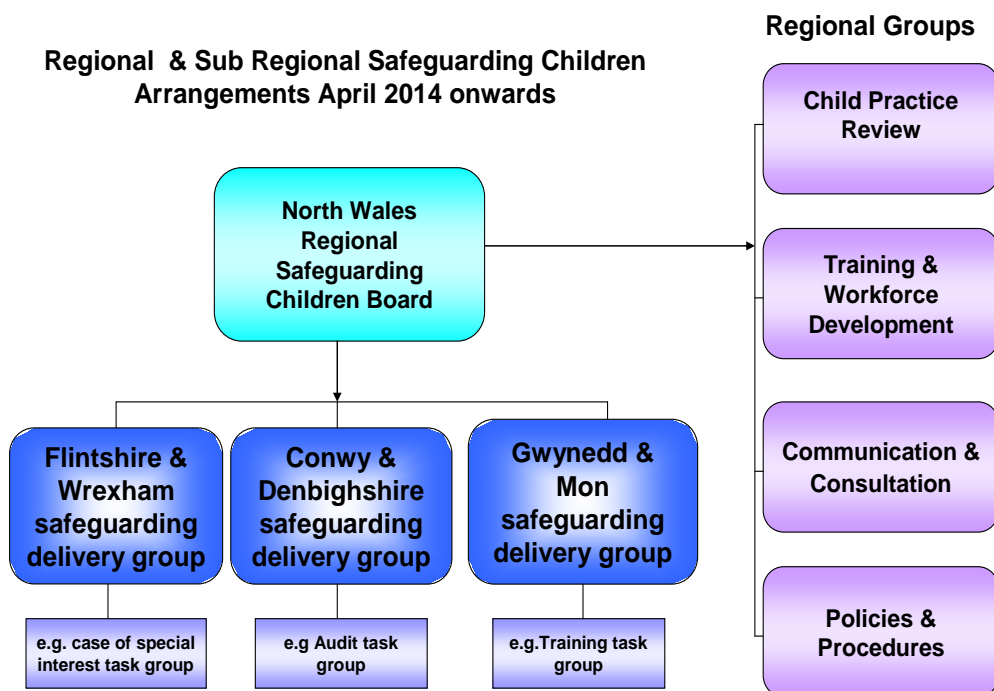
- 4.1 In response to the lessons learned from the operation of the two-tier system, it is now proposed that a structure is put in place which maintains a strong local presence whilst also resolving the tensions between the regional and local boards. It is proposed that statutory functions will rest with the North Wales Safeguarding Children Board (NWSCB), and that sub regional groups will ensure that local practice meets local need. The North Wales regional SCB used the findings of the ADSSW / WLGA evaluation study and the Independent Safeguarding Panel's report to inform discussion and decision making at its development day on 4th April 2014.
- 4.2 The regional SCB recognised that there was a need to reduce the duplication of roles, responsibilities and representation at regional and sub-regional levels, whilst maintaining mechanisms to deliver regional direction and engage professionals at a local level. Draft revised structures were developed at the development session, and were then formally considered and agreed at the regional SCB meeting on 8th April 2014. The proposed revised structure places responsibility and accountability with the regional board, and replaces the sub regional LSCBs with local safeguarding delivery groups. Representation will be at the level directed in statute on the Regional SCB, and at Head of Service/ operational manager level on the local delivery group. The proposed amended local structure is shown in Diagram below.

4.3 The revised structure addresses the concerns initially identified:

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

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

Proposed Sub Regional Structure April 2014 onwards



5.0 Resource Implications

5.1 The move to a regional approach will provide a more efficient use of staff time and resources.

6.0 Risk and links to the corporate risk register.

6.1 Clearly the risk that we fail to safeguard children is paramount and is sighted in the corporate risk register and service risk register. It is essential we seek solutions that ensure we deliver the most secure and suitable safeguarding services to the authority's children and families. We must also recognise the strength of the regional agenda particularly working alongside our regional partners such as the Police and Health who also have clear responsibilities to protect and safeguard children.

7.0 Driver and Implications

7.1 Safeguarding children supports our corporate priority for an Anglesey where people are healthy and safe.

7.2 The Local Safeguarding Children Board is a statutory requirement and contributes to the delivery of the council's responsibilities for vulnerable children.

Author: Anwen Huws
Job Title: Head of Service
Date: 18.06.14

ISLE OF ANGLESEY COUNTY COUNCIL

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO :	Scrutiny
DATE:	24.07.14
SUBJECT :	Regional Commissioning of Children and Young People's Advocacy Service
PORTFOLIO HOLDER(S):	Ken Hughes, Housing and Social Services
REPORT AUTHOR: Tel: E-mail:	Anwen Huws, Head of Children

Regional Commissioning of Children and Young People's Advocacy Service

1.0 Purpose of Report

To provide information regarding the commissioning arrangements for advocacy services and the process of tendering for a regional independent professional advocacy service for children and young people known to Social Services in North Wales. This collaboration includes the six North Wales local authorities.

2.0 Issues for Scrutiny

Anglesey Social Services Department currently commission an independent professional advocacy service for children and young people, in collaboration with the other North West Wales Authorities. This contract comes to an end in March 2015.

In accordance with Welsh Government guidance and recommendations by the Children's Commissioner for Wales, the six North Wales local authorities have agreed to commission independent professional advocacy on a regional basis.

The Local Authority has a statutory duty to provide independent professional advocacy for Looked After Children and Children in Need under the Children Act 2004 Wales and Children Act 1989.

This report outlines the proposal that Anglesey Council Social Services Department commissions advocacy for children and young people known to Social Services in collaboration with the other five North Wales local authorities. This would require the tendering process to commence in July 2014 with a view to commission the service from April 2015. This option also provides an opportunity to make savings and to address some issues identified through the service specification.

3.0 Background

The Welsh Government issued a new model for delivering and commissioning advocacy services. It is statutory guidance issued under section 25(8) of the Children Act 2004. The model includes guidance on the commissioning of Integrated Specialist Advocacy Services through a partnership and regional approach, and states that commissioning agencies should agree to pool budgets for advocacy service with partners.

The Welsh Government guidance lists the vulnerable groups of children and young people which have a statutory right to independent advocacy.

The Children's Commissioner for Wales has undertaken a study on the current provision of advocacy for children and young people¹ and makes a number of recommendations for local authorities and the Welsh Government regarding current shortcomings in provision. The Commissioner's report concludes:

"Services are not effectively promoted to all those they should be reaching. They are not well understood by children and young people and the professionals working with them. There is an inconsistent funding and resourcing of services across Wales. They are ineffectively regulated and inspected." (All local authorities have responded individually to this report.)

In response to the above, a regional project was set up in May 2013, with a task group of members from the six North Wales local authorities, Health and the voluntary sector. An officer from Conwy CYPP is leading on the project and task group, with support from the regional family support officer.

The main aim of the project is to address the gaps which currently exist in statutory provision for vulnerable children and young people. Other aims include improved consistency, parity of access, accessibility, and efficiency.

Through a mapping exercise we have identified gaps and duplication in the provision of independent advocacy for vulnerable groups of children and young people as listed in the Welsh Government guidance.

The North Wales Family Support Group was presented with a number of commissioning options to address these. The options were based on

¹ Missing Voices: A review of independent advocacy services for looked after children and young people, care leavers, and children in need in Wales (2012)

monitoring data, population data, mapping, consultation results, and evidence gathered during the first stage of the project. The North Wales Family Support Group chose the following commissioning option, as a staged approach (bringing Education on board for April 2016).

Commission advocacy for children and young people known to Social Services across North Wales (merge the North East and North West contracts). In addition, a contribution from Health for advocacy services for children and young people wishing to make a complaint in a hospital or primary care setting (exclusion – Mental health advocacy is commissioned separately by BCUHB).

Work has been undertaken with the North Wales Heads of Children's Services to agree budgets and to develop the service description and specification.

Consultation exercises have been held with:

- North Wales Heads of Children's Services
- The Clinical Programme Group Lead in BCUHB
- A workshop and one-to-one interviews have taken place with looked after children. Their input will be included in the service specification. Young people will be involved in the tendering interviews.
- Officers from Social Services, Health, Education and the voluntary sector are proactively involved in the regional task group.
- Welsh Government Advocacy Unit, and the chair of the Ministerial Expert Group on Advocacy

Resource implications

The financial commitment to the current contract between Conwy, Anglesey and Gwynedd is £116,475, which is comprised of

Conwy	£38,967
Anglesey	£29,278
Gwynedd	£48,230

The financial commitment to the current contract between Denbighshire, Flintshire and Wrexham is £95,868, which is comprised of

Denbighshire	£26,266
Flintshire	£33,652
Wrexham	£25,950

The service was accessed by 82 children and young people from Anglesey Social Services for Issue Based Advocacy during 2012/13. Figures vary across the other five local authority areas. The advocacy provider also made monthly visits to residential units, supported the Looked After Children's forum, and provided an Independent Visitors service (befriending). Savings have been identified for the next contract, for example excluding the participation element which can be run in-house.

A great deal of discussion has taken place regarding funding allocations, based on various formulas. This has proved challenging given the complexity of population trends, referral trends, and calculating a unit cost per case.

The Heads of Children's Services agreed to a budget ceiling of £100,000 for the contract and base their budget contribution on a percentage of the RSG grant. This means that the following financial commitment will be made by each local authority

Anglesey	-	£10,450
Gwynedd	-	£19,220
Conwy	-	£16,110
Denbighshire	-	£15,770
Flintshire	-	£20,440
Wrexham	-	£18,020

This will be clarified through a collaboration agreement between the six counties and will be based on an equitable service, which will be clarified through the tendering process.

This arrangement will release some resources to enable the Service to strengthen the local arrangements for advocacy and participation. It is our intention to establish a part time Young person's participation/advocate post for Anglesey and a further option appraisal report on this will be submitted in due course.

4.0 RISK

The collaboration will be based on the assumption that the current quantity and quality of service can be replicated for each partner in a regional commission. The risk of dilution of the service is considered minimal and can be mitigated by robust monitoring procedures which will be a required element of the contract arrangement.

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO :	(i) Corporate Scrutiny Committee (ii) Partnership & Regeneration Scrutiny Committee
DATE:	(i) Tuesday, 1st July, 2014, 2pm (ii) Thursday 24 July 2014, 2pm
SUBJECT :	Corporate Transformation Programme Board – Progress Update
CORPORATE DIRECTOR(S):	Arthur Owen, Gwen Carrington, Gwynne Jones
REPORT AUTHOR: Tel: E-mail:	Danielle Edwards 2151 DanielleEdwards@anglesey.gov.uk

1. Purpose of the Report

The purpose of this report is to provide the Scrutiny Committees with a progress update on the Corporate Transformation Programme Boards in relation to:

- Background
- Governance & Portfolios
- Role of Scrutiny
- Establishing Programme & Project Management
- Communication & Engagement
- Progress and Achievements
- Next Steps

2. Background

The Anglesey Transformation Plan identifies three Corporate Transformation Programme Boards (CTPBs) to oversee and drive *change programmes and projects* within the Council and with external collaboration partners:

- 2.1 **Island of Enterprise Programme Board** - To focus on how the council develops its regeneration plans with its partners and the community. Re-energising communities, addressing skills, housing and the infrastructure and environment of the Island.
- 2.2 **Service Excellence Programme Board** - Ensuring the implementation of a sound performance management system for all services; overseeing the improved performance of services in difficulty, the implementation of efficiency plans and the transformation / modernisation of front line services.
- 2.3 **Business Transformation Programme Board** - Transforming the way in which the organisation operates internally and its culture. In particular ensuring the organisation has the necessary business mechanisms, expertise, workforce, behaviours, technology, plans and governance in place.
- 2.4 The three Boards provide oversight, direction and make recommendations to the Executive Group on funding change programmes and projects. This gives confidence that anticipated benefits to the Council and communities on Anglesey are being realised and ensure that activities are delivered in accordance with Anglesey's corporate objectives and transformation culture themes.
- 2.5 The Corporate Transformation Programme Boards have been running for just over 1 year.

3. Governance & Portfolios

- 3.1 Membership of the CTPBs is established, chaired by a *Corporate Director* and attended by either the *Chief Executive* or *Deputy Chief Executive*, and includes representation from; *Executive* and *Scrutiny Members*, *Heads of Service*, *staff* (6 key themes), and the *Corporate Programme Management Office(CPMO)*
- 3.2 The Governance Model (*see Appendix 1*) for the CTPBs has been adopted
- 3.3 Terms of Reference have been developed and agreed to by each of the three Boards
- 3.4 '*Process for Starting and Reporting Programmes/Projects*' has been adopted – in order to ensure we are able to deliver on our high priorities (corporate objectives),
- 3.5 The criteria for prioritising the Programmes and Projects within each Board's portfolio has been agreed and applied, which takes account of the drivers for: *Self-assessment; Improvement Plan; Asset Management; Regulatory Activity; Risk; Corporate Plan; Efficiencies*
- 3.6 A '*Map of Priority Programmes and Projects*' is in place to communicate the programme and projects within each portfolio (*see Appendix 2*).
- 3.7 The approach has been shared with and endorsed by the WAO.

4. Role of Scrutiny

- 4.1 There is representation from both Scrutiny Committees on all three CTPBs, providing opportunities for the identification of areas where the role of Scrutiny can add value either within the Boards, or through the Scrutiny process.
- 4.2 In addition to receiving the general communication from the meetings, the minutes from each of the CTPBs meetings are shared with the Scrutiny Manager, and are then communicated to the two Committees.
- 4.3 Discussions have taken place to ensure the Scrutiny Manager is aware of when products are likely to be available across the portfolios, which informs the forward work programme of each committee.
- 4.4 Scrutiny Members were directly invited to attend the PRINCE2 Board member training in November 2013.

5. Establishing Programme & Project Management (inc. Training)

- 5.1 The Authority has decided upon PRINCE2 as the environment for projects to be delivered. To support this approach a number of steps have been successfully taken:
 - A full suite of IoACC Programme and Project documentation and reports have been developed and adopted

- An interactive Terminology Glossary has been developed, and is available on MonITor
- PRINCE2 Training has been delivered across the organisation, including training for those sitting on the Programme and Project Boards
- Service Programme/Project specific) governance has been established (where appropriate) for the key programmes and projects, with representation from Scrutiny and Executive Members. A register of these Boards and membership has been developed and shared with the SLT
- As part of the Programme & Project Management documentation, support is given in developing Risk Registers, which feed into each CTPB's portfolio Risk Register
- A process is in place to try and ensure that the Projects and Tasks are identified as activities in the relevant services' *'Service Delivery Plans'* (business planning)
- A full Projects & Tasks Register is nearing completion which details, amongst other data, where there are interfaces and interdependencies to services and other projects/tasks, which projects/tasks are working to meet our key drivers for the organisation, and where they are collaboration projects.

6. Communication & Engagement

- 6.1 *Y Penaethiaid* & SLT are regularly provided with updates on specific projects. The minutes of the CTPBs are e-mailed out to these groups following each set of meetings, with the CTPB Chairs providing an update on the key messages from the meetings.
- 6.2 It is the responsibility of the Scrutiny representatives on the CTPBs to feed back to their respective committees. In addition, the minutes of the CTPB meetings are shared with the *Scrutiny Manager*, and are then communicated to the two Committees (see section 4).
- 6.3 The *Corporate Programme Manager* meets regularly with the Programme/Project/Task Managers across the authority to support them in understanding and adopting the new culture and processes.
- 6.4 Web pages are live on MonITor providing; information on the Transformation Plan and Boards, guidance on the corporate approach and processes for programme and project management , and an interactive Terminology Glossary (<http://monitor.anglesey.gov.uk/transformation>)
- 6.5 A presentation has been delivered to the Partnership Session and Audit Committee

7. Progress and Achievements

- 7.1 Over the past year the Authority has been in a learning stage, but throughout this period many achievements have been seen across an ambitious programme of transformation that has been overseen and driven by the Corporate Transformation Programme Boards. The approach adopted has facilitated the learning and management of the projects and programmes across the transformational plan. It has been necessary to review priorities and timescales within specific programmes

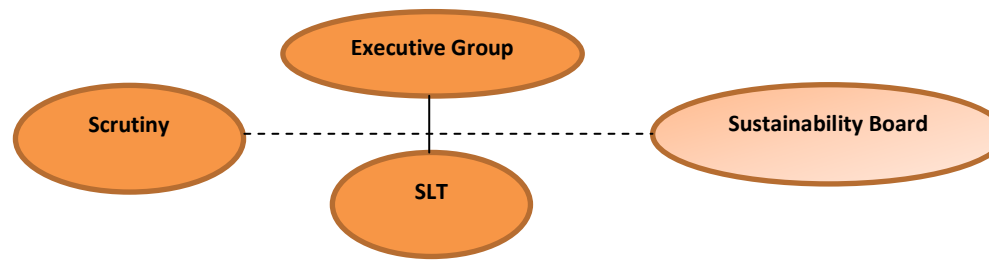
as the cumulative requirements for time and resources have been identified. It is evident that individual programmes./ projects were not initially in a position to consider the implications across programmes when setting timescales. This has resulted in further review and modification within the programme with amendments appropriately challenged and endorsed.

- 7.2 If we are to continue to make significant and effective progress then determined leadership is required as we enter into a period where difficult decisions will need to be taken concerning how we work, and the nature of the Services we deliver to the citizens of Anglesey. The work of the projects within the *Transformation Programme* will ensure these decisions are well timed and informed, with a clear understanding of the capacity required to ensure the Authority is successful in its transformation journey.

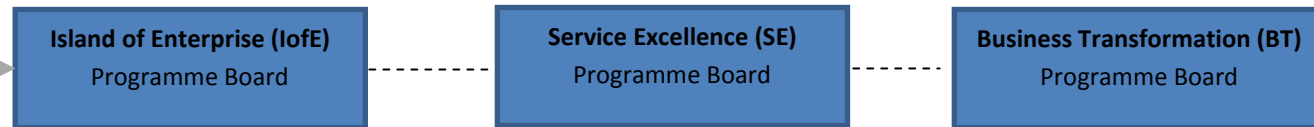
8. Next Steps

- 8.1 A year on from their establishment, a full root and branch review of the effectiveness of the Corporate Transformation Programme Boards and the underpinning processes is taking place
- 8.2 A '*IoACC Programme & Project Management Framework*' is being developed that will also signpost to support for writing business cases and financial management
- 8.3 The medium term aim is to create an internal knowledge hub and community of practice, whereby all staff working in the field of Programme and Project Management can come together to share good practice and resolve common issues.

Appendix 1 - Governance Model: Transformation Programme Boards

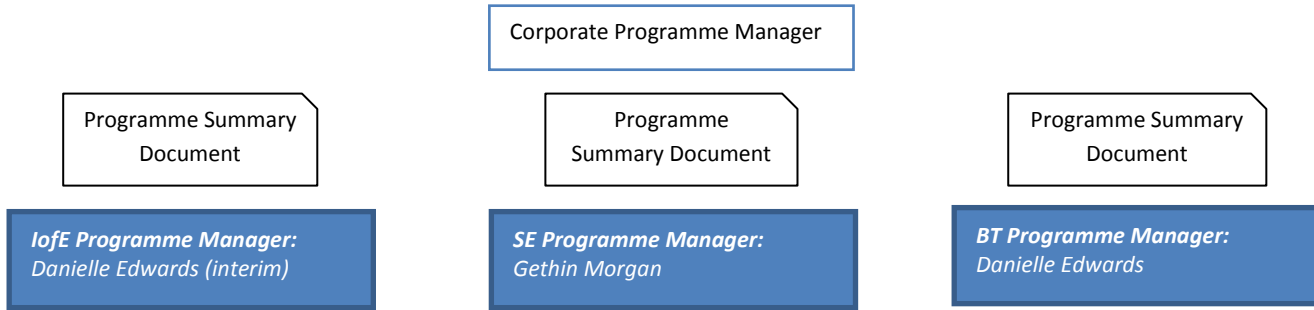


ROLE
<ul style="list-style-type: none"> Overall authority and oversight Escalation from the Programme Boards to Scrutiny and Cabinet as per the Constitution & Scheme of Delegation



<ul style="list-style-type: none"> Realise the benefits of the Transformation Plan Ensure programmes/projects are managed and delivered Allocation of funding
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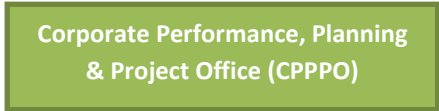
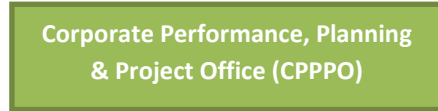
Partnership/Collaboration Programme Boards
(e.g. LSB, Energy Island)



<ul style="list-style-type: none"> Support Programme Boards Identify all dependencies and interdependencies Identify & manage risks/issues Manage communication Appropriate & timely reporting to the Boards Manage Programme Budgets



<ul style="list-style-type: none"> Review proposed mandates Consider prioritisation Escalate to the appropriate Programme Board
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<ul style="list-style-type: none"> Maintain PM register Receive/keep documentation Support good PM practice
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<ul style="list-style-type: none"> Identify new programmes/projects as per the 'Process for Assigning New Change Programmes/Projects' Submit PM documentation, including reports
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Drivers					
Self Assessment	Improvement Plan	Asset Management	Regulatory Activity	Risk	Corporate Plan
Information Governance	Recovery of Education Service (ESTYN PIAP)	Schools Modernisation	Estyn PIAP	HOS Restructure (YM9)	Transform Older Adult Social Care
HoS Restructure	Transformation of Leisure Service	Leisure	IA - Business Continuity	Job Evaluation (YM32, YM34)	Increase Housing Options & Reduce Poverty
Programme Management	Transformation of Older People	Older Adult Social Care	IA - Risk Management	Asset Management (YM22)	Regenerate our Communities and develop the Economy
Medium Term Leisure Strategy	Continuation of Children Services Improvements	Office Accommodation	IA - Policy Compliance System	IT Strategy (YM7)	Improve Education, Skills and Modernise our schools
IT Strategy		Libraries		Information Governance (YM31)	Transform our ICT
Develop Two Area Based Regeneration Frameworks (Three Towns Projects)			IA - Information Management	Welfare Reform (YM15)	Become Customer, Citizen & Community focussed
Community Engagement				Estyn PIAP (YM23, YM24, YM25)	Transform our Leisure & Older Adult Social Care (YM5)
Customer Services Excellence			IA - Civica System Implementation		Library provision
Job Evaluation				Continuation of Children Services Improvements (YM16)	
People Strategy				Affordable Housing (YM38)	
Older Adults Modernisation Programme				Leisure Services Programme (YM37)	
ESTYN PIAP				Waste Management	
Corporate Plan					

Transformation Programme Boards - HIGH Priority Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
Energy Island Programme - Workstreams: > (01) Education, Skills > (02) Supply Chain > (03) Behaviour Change > (04) Strategic Infrastructure > (05) Community Health, Safety & Wellbeing > (06) Major Energy Delivery Team > (07) Research & Development Regeneration Programme: > Welfare Reform Project (p) > Housing Strategy (t) > Local Development Plan (t) > Affordable Housing (LAMS)Project (p) Destination Management Planning (p) Current EU Funding Programme: > NW Local Investment Fund (Cp) >Anglesey Strategic Sites and Premises (Cp) > Ymweld a Mon (Cp) > Anglesey Three Towns (Cp) > Anglesey Coastal Environment Projects (Cp) > Llwyddo'n Lleol (Cp) > Developing Collaboration Improvement Framework (Cp) > Age Friendly Communities (Cp) > SET Technical Assistance Project (Cp) > New Work Connections (Cp) > Mentre Mon led Projects (x8) (Cp) Single Integrated Plan (partnerships) (t) Vibrant & Viable Places Grant (Pr)	Estyn PIAP Programme: > Standards (p) > Schools Modernisation Programme (Pr) Efficiency Strategy (t) Modernising Older Adult Social Care Programme: > Reablement (p) > Enhancing Accommodation (p) > Schedule of Rates (t) > Procurement / Brokerage (t) Waste Management Programme: > Development of a Waste Management Strategy (t) > Recycling (p) BMU (DLO) Project (p) Leisure Services Programme: > Develop a Leisure Service Strategy (t) > Outsourcing Outdoor Parks & Leisure Facilities (p) Library Services (p) Cultural Services Strategy (t)	HR Programme: > Develop the People Strategy (t) > Job Evaluation & Single Status (p) > Improve HR Systems and Assessable Workforce Data (Northgate) (p) Develop IT Strategy (t) Skill the Authority to Meet the Challenges Programme: > Develop Programme & Project Man. Framework (t) > Strategy for Lean Systems Techniques (t) Smarter Working on Anglesey (p) Customer Services Excellence Project (p) HOS Review Role & Function (t) Information Governance Project (p) Procurement Improvement Programme (Pr) Business Continuity Plan (t)

Transformation Programme Boards - MED/LOW Priority Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
	POTENSIAL (EU Funding) (Cp) Highway Roads Financial Review (t)	New Housing System - ORCHARD (Phase 2) (p) Building Control Service (Cp) NW Legal Collaboration (Cp) Community Infrastructure Levy Emergency Planning (Cp) NW Public Protection NW Trading Standards Internal Communication Framework (t)

Transformation Programme Boards - ON HOLD(*)/NOT STARTED Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
Taith I Waith (p) Resilience (p) Developing New Skills in the Community (p) Re-address the Signage of all Blue flag Beaches (p) New EU Projects (p) Landscape Partnership Programme & Anglesey Fens (Pr) HRA Loan Transfer (p)	Review the provision of support services for children with disabilities with a view to remodel the service to work in collaboration with Gwynedd C.C. and partners (Cp) Implementation of restructuring of the service to improve service delivery to explore new, more mobile and a leaner ways of working (p) Learning Disability (p) Customer Care Programme (Pr) Mon Audit of Social Care Transport (p) SPOA (Single Point of Access - Adult Referrals) (Cp) OASC Programme - Dementia Project (p) Youth Services (p) Children Services Improvement to Transformation (p)	Meet the requirements of the Sustainability Act Carbon Reduction Project (p) Commissioning Assessment (p) Ethos Môn – Develop Change Management Capacity & the Development of a Collaboration Statement (t) Green Dragon Award (p) E-Planning (p) SS Relocation Of Staff * (p) RAISE ICT System Replacement (p) ICT (Care Area) sub-regional collaboration (Cp) Civica Improvement Board (t)

Transformation Programme Boards - CLOSED Change Programmes/Projects		
Island of Enterprise	Service Excellence	Business Transformation
Democratic Renewal Programme (p)	Performance Management Framework (p) Restructuring Public Protection Service (p)	Communication Strategy (t) Embedding Risk Management (t) Ethos Môn – Develop Change Management Capacity and the Anglesey Manager (Phase1) (p) New Housing System - ORCHARD (Phase 1) (p) CCTV Collaboration (Due to be disbanded) Flexible Working Arrangements (Flexi) (p) Staff Travel Terms & Conditions (p) Modernising Finance (p) Staff Awards (t) Develop the Corporate Plan (t)

Key:

Pr - Programme

p - Project

t - Task

Cp - Collaboration Project

* - On Hold

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO :	Partnership and Regeneration Scrutiny Committee
DATE:	24 July 2014
SUBJECT :	Work Programme
PORTFOLIO HOLDER(S):	-
REPORT AUTHOR:	Scrutiny Officer
Tel:	01248752039
E-mail:	gwrce@anglesey.gov.uk

1.0 RECOMMENDATION

1.1 The Committee is requested to approve, revise or amend its Work Programme as it deems appropriate.

2.0 REASONS.

2.1 The purpose of the work programme is to identify the Committee priorities in the current municipal year (May 2014 to May 2015). The Welsh Government considers that people should be informed about the Council's scrutiny function and planned work. The work programme will be included on the Council's scrutiny web page together with additional information regarding scrutiny.

2.2 It should be noted, that once the work programme is agreed, it will be reported to each meeting of the Committee (for the purpose of reviewing its content, considering the inclusion of new items or withdrawal / adjournment of existing items, and planning ahead to the next meeting). This will ensure that the work programme is kept updated and is publicly available as required by the Welsh Government.

2.3 As with all Scrutiny Committees the work undertaken should be of benefit to the Council. The purpose of forward work planning is:

- To identify issues of concern or ways in which scrutiny can contribute to the overall aims of the Council.
- To agree which Scrutiny Committee activity is best suited to dealing with each issue (e.g. report to Committee, Investigation by Panel or ongoing progress reports.)
- To plan how work can be carried out within available resources and within reasonable timescales.

2.4 Isle of Anglesey County Council Constitution requires that a Scrutiny Committee will be responsible for setting its own work programme. It should set its work programme in consultation with all Committee members and, if possible, in consultation with relevant officers. The Committee should also consider referrals from the Executive, the Council or other Committees.

Author: Geraint Wyn Roberts

Job Title: Scrutiny Officer

Date: 17 July 2014

APPENDIX -

**PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE WORK
PROGRAMME**



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL



PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE WORK PROGRAMME

Chair: Councillor Derlwyn Hughes
Vice- Chair: Councillor Alun Mummery

The table below is the Partnership and Regeneration Scrutiny Committee Work Programme from May 2014 to May 2015. The Work Programme will be reported to each meeting of the Scrutiny Committee for the purpose of reviewing its content, consideration of new items or adjournment / withdrawal of items.

Contact: Geraint Wyn Roberts (Scrutiny Officer)
Tel: 01248 752039
E-mail: gwrce@anglesey.gov.uk

Date of Meeting	Item	Purpose	Location /Start Time
Standing items on all Committee Agendas: <ul style="list-style-type: none"> • Apology • Minutes • Chair and Vice-Chair Announcement • Work Programme 			
13th May 2014	Committee nomination to the Corporate Parenting Panel	Nomination of a Committee member to the Panel that acts on behalf of the Council that ensures services to children /young People in care are of a high standard.	Committee Room 1/2pm
	Single Integrated Plan	Consultation on the Anglesey and Gwynedd Single Integrated Plan.	
	Clearing of files from old Ysgol y Graig	Scrutiny	
11th July 2014	New Nuclear Build- Supplementary Planning Guidance	Pre -decision Scrutiny	Council Chamber/ 10.30am
24th July 2014	North Wales Police	Presentation by North Wales Police Force on their Communications Centre.	Committee Room 1/2pm
	Regional and Local Arrangements to Safeguard Children and Adults.	Pre –decision Scrutiny	
	Regional Commissioning of Children and Young People’s Advocacy Service	Update	

Date of Meeting	Item	Purpose	Location /Start Time
Standing items on all Committee Agendas: <ul style="list-style-type: none"> • Apology • Minutes • Chair and Vice-Chair Announcement • Work Programme 			
	Island of Enterprise Transformation Project Board	Three programme boards have been established by the Council to drive change and improvement by the authority and to oversee a programme of work. Falling within the scope of this committee is the “Island of Enterprise Transformation Programme Board” and an update is to be provided on the current position and work in progress.	
25th September 2014	Work Programme of the Health and Social Care Integrated Delivery Board for Anglesey.	Scrutiny	Committee Room 1/2pm
	Mon Communities First	To receive progress report on Mon Communities First.	
27th November 2014	Community Safety	Annual Overview of the Community Safety Partnership.	Committee Room 1/2pm
	Single Integrated Plan	Update on the Anglesey and Gwynedd Single Integrated Plan.	
14th January 2015	To be decided	To be decided	Committee Room 1/2pm

Date of Meeting	Item	Purpose	Location /Start Time
Standing items on all Committee Agendas: <ul style="list-style-type: none"> • Apology • Minutes • Chair and Vice-Chair Announcement • Work Programme 			
12 th March 2015	To be decided	To be decided	Committee Room 1/2pm