

# Public Document Pack



CYNGOR SIR  
YNYS MÔN  
ISLE OF ANGLESEY  
COUNTY COUNCIL

Dr Gwynne Jones.  
Prif Weithredwr – Chief Executive  
CYNGOR SIR YNYS MÔN  
ISLE OF ANGLESEY COUNTY COUNCIL  
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<b>RHYBUDD O GYFARFOD</b>	<b>NOTICE OF MEETING</b>
<b>PWYLLGOR SGRIWTINI PARTNERIAETH AC ADFYWIO</b>	<b>PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE</b>
<b>DYDD MAWRTH, 27 MEHEFIN, 2017 am 2.00 o'r gloch y.p.</b>	<b>TUESDAY, 27 JUNE 2017 at 2.00 pm</b>
<b>YSTAFELL BWYLLGOR 1, SWYDDFEYDD Y CYNGOR, LLANGFNI</b>	<b>COMMITTEE ROOM 1, COUNCIL OFFICES, LLANGFNI</b>
<b>Swyddog Pwyllgor</b>	<b>Mrs. Mairwen Hughes 01248 752516</b>
	<b>Committee Officer</b>

## **AELODAU / MEMBERS**

Cynghorwyr / Councillors:-

### **Y Grwp Annibynnol / The Independent Group**

Gwilym O. Jones (**Chair/Cadeirydd**), Dafydd Roberts

### **Plaid Cymru / The Party of Wales**

Vaughan Hughes, Alun W Mummery, Alun Roberts, Margaret M. Roberts and Robin Williams

### **Annibynnwyr Môn/Anglesey Independents**

Eric Jones, R.LI.Jones (**Is-Gadeirydd/Vice-Chair**)

### **Plad Lafur Cymr/Wales Labour Party**

Glyn Haynes

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

**Ms. Annest G. Frazer (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 Dafydd Gruffydd ( 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 relation to any item of business.

**3     MINUTES (Pages 1 - 6)**

To submit, for confirmation, the minutes of the following meetings :-

- Minutes of the meeting held on 20 April, 2017.
- Minutes of the meeting held on 31 May, 2017.

**4     COMMUNITIES FIRST ANNUAL REPORT (Pages 7 - 38)**

To submit a report by the Head of Housing in relation to the above.

**5     VIBRANT AND VIABLE PLACES PROGRAMME (Pages 39 - 52)**

To submit a report by the Head of Regulatory and Economic Development in relation to the above.

**6     NOMINATION OF SCRUTINY MEMBERS TO SERVE ON PANELS AND  
BOARDS (Pages 53 - 74)**

To submit a report by the Interim Scrutiny Manager in relation to the above.

**7     WORK PROGRAMME (Pages 75 - 76)**

To submit the Committee's Work Programme.

**PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE**

**Minutes of the meeting held on 20 April 2017**

- PRESENT:** Councillor Jim Evans (Chair)  
Councillor Alun Wyn Mummery (Vice-Chair)
- Councillors Jim Evans, R LI Jones, Richard Owain Jones and Dylan Rees
- IN ATTENDANCE:** Chief Executive,  
Head of Democratic Services,  
Interim Scrutiny Manager (AD),  
Scrutiny Officer (GWR),  
Committee Officer (MEH).
- APOLOGIES:** Councillors Trefor Lloyd Hughes MBE, Carwyn Jones Dafydd Rhys Thomas.
- Councillor Ieuan Williams – Leader of the Council
- Assistant Chief Executive (Partnerships, Community and Service Improvements).
- ALSO PRESENT:** Councillor K.P. Hughes (Portfolio Holder for Education)
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As this was the last meeting as an Elected Member, the Chair Councillor Jim Evans wished to thank the Members for their confidence during the last few months. He referred to the previous Chair, Mr. Derlwyn R. Hughes and paid tribute to his work as Chair of the Partnership and Regeneration Committee.

The Chair thanked the Vice-Chair, Councillor Alun Mummery for his support and work as Vice-Chair of this Committee. He also thanked the Officers who support and administer this meeting.

**1 APOLOGIES**

As noted above.

**2 DECLARATION OF INTEREST**

None received.

**3 MINUTES**

The minutes of the meeting held on 16 February, 2017 were confirmed.

#### 4 FINANCE SCRUTINY PANEL

Submitted – the report of the Interim Scrutiny Manager in relation to the above.

The Interim Scrutiny Manager reported on the benefits of establishing a Finance Sub-Group as a sub-panel of this Committee with two elected members from both the Corporate Scrutiny Committee and the Partnership and Regeneration Committee. The Sub-Group is intended to run in the format of a business meeting. She noted that it is intended to develop a model of working based on a smaller group that will enable Members to engage in more in-depth scrutiny of finance discussions in the parent scrutiny committees. The proposed scope and remit of the Panel will be to scrutinise the following topics :-

- Quarterly monitoring of the Revenue and Capital Expenditure
- Forthcoming year's budget
- Medium Term Financial Plan
- Debt Management
- Business Tax Relief Policy
- HRA Business Plan
- Council balances and reserve

The Committee considered the information contained within the report and raised the following matters –

- A question was raised regarding whether the role of a Finance Sub-Group would duplicate or infringe on the role of the Audit and Governance Committee. The Interim Scrutiny Manager responded that the Audit and Governance Committee's role is to monitor risks and the financial management of the Council and thus provide assurance to the Council;
- Questions were raised as to the remit of the training that will be afforded to Members of the Finance Sub-Group. The Interim Scrutiny Manager responded that it is anticipated that the Elected Members of the Sub-Group will be developed rather than training session being afforded. She noted that the Head of Function (Resources)/Section 151 Officer and his team will afford guidance for Elected Members on specific budgetary processes/themes within the Council. It is anticipated that Members will be able to scrutinise and question the budgetary process thoroughly at the parent Committee thereafter.

**It was RESOLVED to :-**

- **note progress made thus far in establishing robust scrutiny arrangements for financial matters;**
- **authorise the Interim Scrutiny Manager in consultation with the Head of Function (Resources)/Section 151 Officer to make arrangements to establish a Finance Scrutiny Panel.**

#### 5 CHILDREN'S SCRUTINY PANEL

Submitted – the report of the Interim Scrutiny Manager in relation to the above.

The Interim Scrutiny Manager reported on the benefit of establishing a Children's Scrutiny Panel in response to the recommendations made by the CSSIW following its recent inspection of Children's Services on Anglesey. The recommendation focusses on the importance of continuing with strong political and corporate support for children's services in order to ensure that the service improvements needed are prioritised and the pace of improvement is accelerated and sustained. The Interim Scrutiny Manager referred to the existing cross party panel of Members which has been looking at the requirements of the new Social Services and Wellbeing Act (Wales) 2014 and overseeing the delivery of the first Children's Services Improvement Plan. She said that the report seeks to build on the foundation already provide by the cross-party panel by holding the Executive and Senior Management to account via Scrutiny to provide assurance both to the Authority and CSSIW that the improvement process is robust and sustainable.

The Officer reported on the proposed scope of the Panel with its aims and objectives as summarised in paragraph 5 of the report. In considering membership of the Panel, particular reference was made to the importance of endeavouring to ensure a degree of continuity of membership, as being a key guiding principle.

Members of the Committee welcomed the establishing of a Children's Scrutiny Panel and noted that consideration should be given to including the Leader of the Largest Opposition Group in the membership of the Panel.

**It was RESOLVED to :-**

- **note the progress made thus far in establishing a robust scrutiny arrangements for Children's Services.**
- **accept the scope and remit of the new Children's Panel ensuring a degree of continuity of membership should be a key guiding principle in considering the membership of the Panel;**
- **note the next step will be to complete the practical arrangements in order to establish a Children's Panel after the local government elections, by the Scrutiny Manager in consultation with the Assistant Chief Executive (Governance & Business Process Transformation).**

## **6 SCHOOL PROGRESS REVIEW PANEL**

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

The Scrutiny Officer reported that the School's Progress Review Panel was established in November 2012 and it is now appropriate to update the Terms of Reference of the Panel to be prepared for the new membership of the Panel following the local government elections in May.

**It was RESOLVED to approve the Terms of Reference as noted within the report.**

## 7 SCRUTINY OF PARTNERSHIPS

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

The Scrutiny Officer gave a detailed background report on the partnerships working with other organisations the Council undertake at present. He noted that a report was completed by the Council's Internal Audit on the governance arrangements of partnership working in December 2015 which provided a driver to progress some key development areas. It was suggested that a partnerships policy document needed to be developed and on the 14 March, 2015 the Executive approved a Corporate Partnerships Policy document as a foundation for partnership work and also as a framework to guide partnership monitoring arrangements.

He noted that the Partnership and Regeneration Scrutiny Committee has an important role in ensuring that there is an appropriate level of engagement with other organisations forming any partnership. In performing the role there are a number of possible areas it should consider, to include the following matters :-

- Scrutinising governance arrangements;
- Scrutinising the Council's contribution;
- Evaluating the overall effectiveness of the partnership
- Ensuring public engagement and citizen focussed partnerships and strategies.

It is appropriate that the Committee focuses on key strategic partnerships but also the monitoring of any key operational service partnerships, as proposed by either the Senior Leadership Team or Heads of Service.

The Head of Democratic Services said that as part of the partnerships working with other organisations, it is important that Elected Members serving as representatives on outside bodies needs to be reporting back to the appropriate Committee as to the work of these organisations. He noted that a process needs to be formalised after the local government elections in May.

**It was RESOLVED to note the work undertaken by the Committee in scrutinising the effectiveness of partnerships over the past 12 months and agree to build on existing scrutiny arrangements in the new municipal year.**

## 8 WORK PROGRAMME 2017/18

Submitted – the Scrutiny Officer's report on the Committee's draft Work Programme for 2017/18.

**RESOLVED to note the draft Work Programme for 2017/18.**

The meeting concluded at 3.10 pm

**COUNCILLOR JIM EVANS  
CHAIR**

# **PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE**

## **Minutes of the meeting held on 31 May 2017**

**PRESENT:** Councillors Glyn Haynes, Vaughan Hughes, R LI Jones, G O Jones, Eric Wyn Jones, Alun W Mummery, Alun Roberts, Dafydd Roberts, Margaret Murley Roberts and Robin Williams

**IN ATTENDANCE:** Chief Executive,  
Head of Function (Council Business)/Monitoring Officer,  
Head of Democratic Services,  
Committee Officer (MEH).

**APOLOGIES:** None

**ALSO PRESENT:** Councillor Richard O. Jones – Chair of the County Council

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### **1 DECLARATION OF INTEREST**

None received.

### **2 ELECTION OF CHAIRPERSON**

Councillor Gwilym O. Jones was elected Chairperson of the Partnership and Regeneration Scrutiny Committee.

### **3 ELECTION OF VICE-CHAIRPERSON**

Councillor Robert LI. Jones was elected Vice-Chairperson of the Partnership and Regeneration Scrutiny Committee.

**COUNCILLOR RICHARD O. JONES  
AS CHAIR OF THE COUNTY COUNCIL**

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<b>COMMITTEE:</b>	Partnership and Regeneration Scrutiny Committee
<b>DATE:</b>	27 June 2017
<b>REPORT TITLE:</b>	Môn Communities First Delivery 2016/17 and Future Plans Post Communities First Funding.
<b>AUTHORS:</b>	Rita Lyon - Môn Communities First Cluster Manager Jenny Whiston – Grants Manager
<b>HEAD OF SERVICE:</b>	Shan Lloyd Williams
<b>PORTFOLIO HOLDER:</b>	Cllr. Llinos Medi Huws
<b>PURPOSE OF THE REPORT:</b>	To inform Members of the achievements of the Communities First Programme in Anglesey and developments post Communities First funding.

## 1. Background

Communities First [CF] was introduced in Wales in 2001 by the Welsh Assembly Government [WAG] as their flagship programme to improve the living conditions and prospects of people living in the most disadvantaged communities across Wales. The Programme was reorganised in 2012 by Welsh Government, with the Authority becoming the Lead Delivery Body for the Anglesey Cluster and delivery being undertaken by Môn Communities First Ltd.

On 11<sup>th</sup> October 2016, the Cabinet Secretary for Communities and Children announced that he was 'minded to phase out the Communities First Programme' but would not make a final decision until he had consulted.

On the 14<sup>th</sup> February 2017, the Cabinet Secretary for Communities and Children announced that the Communities First Programme would be phased out by March 2018. The decision was made following a period of engagement with Communities First staff, community members and supporting partners and stakeholders across Wales. This included over 2,300 online survey responses, facilitated focus groups and correspondence.

## 2. Communities First Implementation 2012 – 2017

Communities First has been run with the Authority acting as the Lead Delivery Body for the Anglesey Cluster since 1<sup>st</sup> February 2013 concentrating activities on the 10% most deprived communities on the island. The area covered consists of seven Lower super output areas [LSOA's] of Morawelon, Porthyfelin 1, Holyhead Town, Maeshyfyd, London Road and Kingsland in Holyhead as well as Tudur in Llangefni. Four of these LSOA's rank in the 10% most deprived wards in one or more of the Communities First priority Welsh Index of Multiple Deprivation [WIMD] domains and all LSOA's rank within the most deprived 20% overall.

Môn CF Ltd, a company limited by guarantee and a registered charity, has delivered the Communities First Programme on behalf of the Authority. Môn Communities First Ltd is managed

by a voluntary Board of Directors and the Board also includes observer representation from the Portfolio Holder for Housing and Social Services, Head of Housing Services and Grants Manager, Finance Service. The Board has been strengthened since it was first established and now has 11 Directors from a variety of backgrounds. The Head of Housing Service is the Lead Officer for the Authority.

The Communities First Programme had three key themes:

- Prosperous Communities
- Learning Communities
- Healthy Communities

The main focus of the delivery in Anglesey was under the Prosperous and Learning themes with a range of activities concentrating on improving skills and moving those furthest away from the labour market back into work.

### 3. Communities First Delivery 2016-2017

Funding of £662,200 was secured for Communities First activities in 2016/17. This has been fully utilised providing the following range of activities:

- **Core Employment Support**  
The Core Employment Support provides advice and guidance to try and get people back into work or improve their employment situation and picks up those people who are not eligible for support from other programmes such as the short term unemployed. Other employment support programmes focus on those people that are long term unemployed. Ongoing support is provided to both the employer and the employee once a job is secured in order to sustain the employment. 201 people were supported to develop employment skills and find work with 60 people actually helped back into employment during the year. Of the 44 supported into employment in the first 6 months of the year, 70% were known to still be in employment by the end of the year.
- **Social Enterprise Support**  
Support is provided to social enterprises to help new ones to become established and existing ones to become more sustainable. 10 people took part in this programme although no new social enterprises were set up during the year.
- **Enterprise Support**  
Advice and guidance is provided to entrepreneurs wishing to start their own business in addition to supporting businesses which are already trading. 8 people entered self-employment during the year.

Following a successful bid to the Viable and Vibrant Places Programme, through Economic Development, Môn CF secured £30K for a small grant scheme supporting over 30 town centre businesses. Support was also given to 8 business to apply for the Holyhead Investment Fund.

- **Financial Inclusion**  
Financial Inclusion still remains an important area of work and even more so going forward with the proposed roll out of Universal Credit. Support is given to individuals to help improve their financial and budgeting skills, provision of better off calculations and the use

of comparison websites to help identify savings for people. 79 people were supported to access the benefits that they were entitled to.

The Credit Union has operated from Môn CF Offices 1 day per week. 37 people have opened a new Credit Union account and 50 loans have been granted.

Additional funding was secured via a Flying Start underspend to employ the services of a qualified Debt Advisor provided through the CAB who worked full time in the Môn CF offices from November to the end of March, allowing clients prompt access to advice. There was a huge demand for this service with 150 clients identifying 521 separate issues, being supported. 130 individual clients presented issues that related to welfare benefit and financial capacity or debt.

The service also provided support for people to claim benefits that they were entitled to including Housing Benefit and Employment and Support Allowance. The additional benefits generated for people totalled £53,137.

There is unfortunately still a high demand for the Food Bank 'Pantri Pobl' with 4,068 meals being handed out during 2016/17.

- **Digital Inclusion**

113 people were supported with digital inclusion sessions including the provision of basic IT skills including how to get on line and use the internet. 95 people reported that they felt more confident using a computer following the sessions.

- **Youth Provision**

104 young people were actively engaged in the Youth Programme. The focus of the youth related activities are now based around 'The Pod' which is a dedicated building for young people in Holyhead Town Centre which they access after school and in the evenings. The Pod was designed and built by the young people with the help of staff and volunteers from the Vocational Academy. It offers a café which is run by the young people, IT provision, a gaming/cinema room, pool table, DJ decks and TV and chill out area. Whilst run by the young people it is also staffed by 3 qualified Youth Workers who support the young people. The Pod was funded through the Health Lottery.

- **Basic Skills Provision**

Unfortunately, a high proportion of the clients accessing Communities First services have poor basic skills. 102 individuals were supported to improve their literacy and numeracy skills during the year with 31 actually gaining a qualification.

- **Community Vocational Academy**

The Community Vocational Academy which is an accredited Agored Cymru, LANTRA and Quallsafe Training Centre, offers intensive one to one mentoring with clients to get them job ready as well as a range of transferable accredited work related qualifications. The Mentors at the Academy provide a vital link for the Employment Teams at Môn CF in helping people to develop employment skills and build confidence.

The Academy has recently received accredited status as a CSCS Test Centre which will provide the qualification for people to work on building sites. This development will provide an income stream for Môn CF Ltd going forward which will help with their on-going sustainability.

Funding was also secured during the year to purchase a dual control driver training car and a qualified Driving Instructor who can provide driving lessons free of charge to clients if their inability to drive is proving to be a barrier to work.

The Academy has been working with Lifelong Learning to provide training opportunities to the young people who are engaged on the TRAC Programme and it has recently become a provider on the OPUS Framework.

A list of targets against outcomes for the year is shown in Appendix 1.

#### **4. Other Funding Programmes Delivered by Môn CF**

- **LIFT**

In 2014/15 Anglesey was chosen by Welsh Government to pilot their 'LIFT' Programme as part of the Tackling Poverty Strategy. The pilot targeted workless households with a view to getting people back into employment, training or volunteering. Anglesey became one of nine pilot areas across Wales and is still currently delivering LIFT which will run in its' current form until March 2018.

Up to the end of March 2017 LIFT in Anglesey had supported 356 people and had moved 117 of those back into work. It is viewed by Welsh Government as being one of the top 3 performers across Wales. See Appendix 2.

- **Communities for Work**

'Communities for Work' (C4W) funded through the European Social Fund, via Welsh Government, is a joint initiative with DWP. It targets 16-24 year olds who are not in employment, education or training (NEET) and 25's and over who are economically inactive or long term unemployed and living in the Communities First areas with a view to getting them back into work. The scheme started on Anglesey in February 2016 and funding has recently been extended to operate the scheme until December 2020. The first year of delivery has seen 99 clients engaged on the scheme and 27 supported back into work.

- **Active Inclusion**

Whilst Anglesey County Council is the Lead Delivery Body for the LIFT and Communities for Work funding, Môn CF Ltd has also bid directly to provide other complementary employment related activities across the Island.

Active Inclusion is also funded through the European Social Fund via the Wales Council for Voluntary Action but does not have the same geographical restrictions as the other funding and has allowed Môn CF Ltd to expand the employment support related services across Anglesey. Active Inclusion has been operational since April 2017 and there has been a considerable demand for support from the Amlwch area.

- **Health Lottery**

The People's Health Trust is a charity which is funded via money raised via Health Lottery scratch cards. The People's Health Trust (PHT) distribute funds in a number of ways including grants to eligible good causes throughout the UK and the operation of a major funding programme called Local Conversations (LC). The aim of the LC is to improve wellbeing within designated communities. In Wales it currently supports four key LC areas and one being Holyhead. Môn CF Ltd was chosen by the PHT as its designated partner for delivering the LC programme in the town.

The LC is community driven and staff employed via the LC project are there to support community members who want help and support to tackle issues or projects in the town. The 3 key issues which came out of an extensive consultation process were as follows:

- Something for young people
- Jobs and training
- More community events

The first key development delivered was the Youth Pod in Market Street. The first major community event supported by PHT funds was the skating rink and Christmas Fair held in December 2016 in the former Woolworth store in Market Street Holyhead attracting over 3000 people over the 6 day period. A Community Chest has also been established to support community groups with grants up to £1,000 which will be offered on an annual basis.

The funding from PHT towards LC projects is seen as a long term commitment as the PHT feels it will take a great deal of support and community buy-in to make a positive contribution to improving the community's wellbeing.

## **5. Phasing out of Communities First 2017-2018**

Funding at 70% of current levels (£463,540) has been awarded to the Local Authority to support Communities First activities until March 2018 after which Communities First funding will cease.

Significant changes have taken place within Môn Communities First Ltd in order to accommodate the 30% cut whilst still retaining as much service delivery as possible. Staffing levels funded through the core funding have been reduced from 16 to 10 with 2 members of staff being made redundant. The remaining 4 staff have been moved to other funding streams.

The LIFT programme will also end in March 2018 and will be replaced by an Employability Grant which, from initial guidance, appears to a very similar scheme to LIFT.

Môn CF Ltd as a company brand has become established and is well recognised, however with the cessation of Communities First as a Welsh Government brand, Môn CF Ltd would no longer be able to use Môn Communities First Ltd as their business name. In order to retain the established brand, Môn CF Ltd have changed their trading name to Môn Communities Forward Ltd.

## **6. The Future**

The Welsh Government will be introducing a Legacy Fund of £6m a year from April 2018, to enable some of Communities First's most effective projects to continue. This will operate for a period of 4 years. How the funding will be utilised will vary from area to area but in Anglesey the focus will remain on moving people back into employment. The proportion allocated to Anglesey is £125,015 for 2018-19 and 2019-20. Beyond that the Legacy Fund will be placed into the Regional Settlement Grant.

The funding will no longer be targeted to geographical clusters but will be used wherever there is a need allowing other communities on Anglesey to benefit from the Employment Support Services offered by Môn CF Ltd.

A new £12m a year Employability Grant to support those who are furthest from the labour market will also be launched. It will be designed to build on the success to date of the Communities for Work, LIFT and PaCE programmes and will feed into the wider Welsh Government Employability Plan led by the Minister for Skills. The value of the Employability Grant for Anglesey has not yet been determined and will be subject to a bid being submitted to Welsh Government. The Employability Grant will operate from April 2018 to March 2020.

Communities for Work, an ESF funded scheme which is delivered in Communities First areas across Wales supporting people back into employment has been extended and will continue to be funded until December 2020.

Further Active Inclusion bids have been submitted to sustain activities until December 2019.

Môn CF Ltd has had success over a number of years in securing additional sources of external funding with a turnover in 15/16 of £1.119M as shown in their Financial Statements in Appendix 3. They will continue to seek alternative sources of funding and generate income to sustain their operation.

## **7. Role of Council as Lead Delivery Board (LDB)**

The Council as the LDB has a close relationship with the Communities First programmes run by Môn CF Ltd and is represented at the North Wales LDB group which meet regularly with WG officials.

As LDB there is a requirement to submit a detailed plan for this transitional year to Welsh Government which will be scrutinized by officials, this has been submitted by 31 May, 2017. The Communities First Grant Programme will be shut down by the end of 2017-2018, using the Council's procedures for programme closure, and will include matters such as lessons learnt and benefits realised.

There will also be a requirement on the Council to identify alternative models for sustaining the structure for grant funded schemes should Môn CF Ltd be unable to continue in their current format. This will ensure that no funding from WG will be put at risk.

In addition to the above, the Council provides practical support by means of Grants Officer within Finance Department and also the Housing Services contributes towards part funding (50%) for Financial Inclusion Officer which will, as part of their remit, target Council Tenants during 2017-18.

If Môn Communities Forward is able to attract external funding from other sources and demonstrate future sustainability, the organisation will be well placed to continue working in partnership with the Council to deliver the Employability Grants, and work together with other providers and tackling poverty programmes, to target resources and support to households in most need on the Island. The Partnership will be subject to the new Partnership Toolkit which was approved for adoption by this Scrutiny Committee during the last financial year.

There is a possibility that some of the legacy funding to go towards the costs of the Vocational Academy and will be looked at during this financial year, as part of on-going discussions.

Future plans will need to reflect the priorities of the Public Services Board, and continue to support the Council's Corporate Plan.

## **8. Recommendations**

Members of the Regeneration and Partnerships Scrutiny Committee are requested to:

Note the contents of the Report.

Report Authors: Rita Lyon, Cluster Manager

Jenny Whiston, Grants Manager

Report date: 26.5.2017

## Appendix 1

Priority	Performance Measure	Target	Achieved
Helping people to develop employment skills and find work aged 25 and over	Individual participants	75	100
	Gaining a qualification	26	22
	Undertaking work experience and preparation	20	12
	Starting Employment	30	31
	Known to be in employment after 6 months	5	15
Reducing youth unemployment and disengagement aged 16-24	Individual participants	75	101
	Gaining a qualification	8	13
	Undertaking work experience and preparation	8	4
	Securing a Jobs Growth Wales opportunity	4	7
	Starting Employment	35	29
	Known to be in employment after 6 months	8	16
Promoting digital inclusion	Individual participants	100	113
	Gaining basic IT skills	85	91
Financial inclusion - improving financial capability, managing debt and raising income	Individual participants	600	436
	Reducing and managing debt	50	31
	Supported to access the benefits they are entitled to	40	79
	Opening a Credit Union Account	40	37
Supporting social enterprises	Individual participants	10	10
	Number of new social enterprises established	2	0
Supporting self-employment	Individual participants	40	78
	Commencing self employment	8	8
Reducing the risk of youth offending	Individual participants	300	104
	Number engaged in regular positive activity	100	89
	Number who ceased offending	40	34
Supporting young people to do well at school	Individual participants	12	14
	Numbers demonstrating improved behaviour at school	4	4
	Numbers demonstrating improved academic performance	4	3
Lifelong learning in communities	Individual participants	120	194
	Numbers gaining an employment related qualification	80	165
Improving adult basic skills	Individual participants	50	102
	Numbers demonstrating improved literacy skills	30	33
	Numbers demonstrating improved numeracy skills	30	61
	Numbers gaining a qualification	30	31



Appendix 2

LIFT PROGRAMME OUTCOMES AS AT 31 MARCH 2017									
TOTAL NO. OF OPPORTUNITIES PROVIDED:	4419	TOTAL NO. INTO EMPLOYMENT							904
OUTCOME	Ynys Môn	Blaenau Gwent	Caerphilly	Cardiff	Carmarthenshire	Flintshire	Neath Port Talbot	Rhondda Cynon Taf	Swansea
<b>Basic Skills Training</b> Essential skills (often classroom based) training	53	18	21	48	20	19	29	20	74
<b>Vocational Training</b> Ideally with employer engagement both in developing course content and delivering training programmes in-firm which closely aligns with specific job opportunities and have a high level of employer contact	183	283	258	257	198	267	138	158	319
<b>Work Placement</b> Placements or work experience that have a minimum duration of 2 weeks	95	123	34	107	58	35	31	37	64
<b>Preparation for full-time Employment</b> (e.g. through work tasters or work trials, permitted work or volunteering linked to employment outcomes). Preparation should have a minimum duration of 2 weeks	131	51	64	65	58	69	37	19	74
<b>Into Employment</b> must be for a minimum of 16 hours per week	117	156	72	155	90	67	71	70	106
<b>TOTAL NO. OF OPPORTUNITIES PROVIDED:</b>	<b>579</b>	<b>631</b>	<b>449</b>	<b>632</b>	<b>424</b>	<b>457</b>	<b>306</b>	<b>304</b>	<b>637</b>
<b>Caseload</b> No. of participants that have engaged with Lift Brokers who may or may not have taken up an opportunity to date	356	639	401	486	324	234	283	205	323
<b>Interviews</b> Participants attended work interviews	201	226	145	242	132	112	115	138	169



**REGISTERED COMPANY NUMBER: 08085673 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1148502**

**REPORT OF THE TRUSTEES AND  
CONSOLIDATED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2016  
FOR  
CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST**

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Notes to the Consolidated Financial Statements	12 to 20

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

**Mission statement**

By Listening and working with our community within the Mon Communities First area, we aim to regenerate the environment for existing and future generations.

The company's aims and objectives are set out in the Memorandum and Articles as follows:

To support the most disadvantaged people in the most deprived areas of the Isle of Anglesey with the aim of contributing to alleviating persistent poverty, focussed on community supported actions, working alongside other programmes to narrow the education, skills, economic and health gaps between the most deprived and more affluent areas.

**Significant activities**

Working within the Communities First "Vision Framework", a number of key themes and projects have been carried out during the year.

**Public benefit**

Our main activities and whom we try to help are described below. All our charitable activities focus on helping local people of all ages to become more involved in their local community by taking part in community work projects such as environment, support social events, build community spirit and help improve their own lives and the lives of others in the community.

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding the activities undertaken during the year. The trustees are satisfied that the information provided in the report and accounts meets the public benefit reporting requirements.

**Volunteers**

The trustees of the charity are all unpaid volunteers. The charity heavily relies on the support of the trustees for the strategic guidance for the running and direction the charity takes with its objectives.

## ACHIEVEMENT AND PERFORMANCE

### Charitable activities - How our activities deliver public benefit Holyhead Town Centre Forum/Market Street

Through the leadership and drive of Mon CF staff the Forum has become a well-established organisation representing the business community in the town centre. By acting as a voice for the local small business community the Forum was instrumental in working with the County Council to open Market Street to traffic. This action helped to boost footfall and turnover for many of the businesses in the street. The general increase in activity and vitality in the town centre is no small part due to the input of the Forum.

### Self-employment support

Mon CF continues to offer a wide range of advice and guidance services for those looking to set up in business. With Menter Mon having lost the Start Up Business Support service contract those local people looking for start-up support now come to Mon CF. This includes individuals sign posted by other agencies and local councils. The support offered also includes assistance with applications to the Holyhead Investment Fund. Mon CF also provides support for existing businesses and this help is extremely varied but is seen as vital to maintain the momentum created in Holyhead especially where new ventures have started up.

### Social Enterprise support

Local groups and organisations have received assistance from Mon CF with such things as grant applications and general information on where to get assistance for specific issues. The grants applications made with support from Mon CF include Awards for All, Community Chest and Tesco/Groundwork. Many local groups have been successful in their bids for money and Mon CF has played a vital role in this success.

### Llangefni Social Enterprise

#### Urban Sports Park

Following the demise of the old skate park in Llangefni, a new steering group was established to look at the possibility of the community making a bid for a new expanded sports park. Among the steering group members are Mon CF directors and staff and we are contributing to a positive move towards securing funds to build a state of the art facility on the Plas Arthur site.

#### Llangefni Golf Course

Mon CF also have a staff member on the working group that currently runs the Llangefni Golf course and the Environmental team have been assisting the greenkeepers at the course with strimming, grass cutting and training.

### Holyhead Street Market

Following discussions with Trading Standards at the County Council, Mon CF agreed to take over control of the weekly street market in Holyhead. This is an ongoing process where Mon CF is working with the local business community to secure a vibrant and successful future for the market in Holyhead.

### Grwp Plant bach Llangefni

Mon CF assisted a group of mothers and grandmothers to establish a new mother and toddler group in Llangefni. The support included guidance and practical support to create a constitution for the group and to provide financial assistance for their first year towards rent on premises.

### Communities for Work

Communities For Work is a Welsh Government funding employment support programme working alongside the Job Centre. As the Communities for Work programme was not reportable until 01 April 2016, from 01 February 2016 to 31 March 2016 the C4W team used this time to attract new participants and have also been practising their roles by working with Core clients on Mon CF's Core employment programme. Through this the two mentors and the triage officer became accustomed to their new roles and were able to build up caseloads.

### LIFT

LIFT is a Welsh Government funded employment support programme which support individuals and families living within CF areas who are classed as a workless household. The definition of a LIFT household is one where no person within the household aged 16 or over has worked within the last six months.

During the last financial year, the LIFT programme has supported a total of 33 people into employment of over 16 hours or more, 69 people achieved qualifications, 54 completed work placement opportunities or volunteering opportunities.

## ACHIEVEMENT AND PERFORMANCE

### Charitable activities - How our activities deliver public benefit

#### Core Employment Support

Core is Mon CF's primary Welsh Government funded Employment Support Programme which support individuals and families living within CF areas.

During the last financial year, the Core Employment Support Programme has supported a total of 69 people into employment of over 16 hours or more, 78 people achieved accredited qualifications, 54 completed work placement opportunity or volunteering opportunities.

#### Joinery Mentor

During the year the Academy developed and piloted the delivery of NOCN Level 1 Award in Basic Construction Skills with a focus on joinery.

Joinery mentors have worked alongside participants on various projects such as manufacturing sheds, gates and bird tables, to upcycling pallets into items for sale such as planters, wine racks and recycling bin holders.

#### Environmental Mentoring

During the year the Academy developed and piloted the delivery of units for the NOCN Level 1 Award in Horticulture.

The Environmental mentors have worked alongside participants across all aspects of the environmental projects to not only upskill the participants but to prepare them towards employment.

Work was undertaken for various grass cutting and park inspection contracts in local cemeteries and parks and the maintenance of local green spaces and roundabouts including the A55 roundabout, Parc Cybi roundabouts, Travelodge area and Sunken Gardens and the propagation of plants in Twr Nursery and maintenance of Spring planters around the Town Centre and Newry Beach.

#### Training

542 qualifications delivered over the year through the Academy including Health & Safety, Manual Handling and Emergency First Aid at Work.

#### TRAC

Since the start of the project in November 2015 we have had 8 TRAC pupils attend the Academy. 7 of the pupils have worked in the environmental and joinery sections, 1 pupil completed the 10 Week Programme in Childcare, completing courses in Manual Handling, Fire Safety Awareness, Health & Safety in a Practical Environment, Risk Assessment Awareness, and Emergency First Aid at Work.

#### Steps2Success

Developed a 10-week work preparation programme available to participants interested in pursuing a career in joinery, environmental work, childcare, retail or administration consisting of fundamental health and safety courses and sector specific accredited and awareness courses.

#### Magnox

Application to become a CITB Internet Testing Centre for Health, Safety and Environment tests required for CSCS applicants was submitted.

Became an IOSH Registered Centre for delivery IOSH Working Safely; a recognised route for obtaining a CSCS card.

A dual-controlled car has been purchased and a member of staff is currently in training to become an Advanced Driving Instructor.

#### Financial Inclusion

Working closely with other organisations to help and support clients with a variety of financial needs with the aim of helping them to become more Financially Capable and Inclusive. Support offered during the year includes better off calculations, assistance with the Discretionary Assistance Fund and Warm Home Discount Applications, Utility comparisons and switching, opening of savings accounts for Adults, junior and Community groups through the North Wales Credit Union, assistance with loan Applications through the Credit Union and Signpost clients for other help or specialist advice if it is felt they need to be referred to other supporting organisations if specialist advice is required.

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**FINANCIAL REVIEW**

**Financial position**

During the year both Restricted and Unrestricted Funds have increased. The Restricted element has increased from £151,452 in March 2015 to £235,698 at the 31st March 2016. The Unrestricted Reserves have increased from £46,729 to £86,714 during the same period.

Following increased trading activities through the various services we have on offer at Mon CF, the charity has created a subsidiary undertaking, under which all trading activity of the charity is to be conducted.

**Principal funding sources**

The principal funding sources for the company were by way of grants from the Welsh Government.

**Continuation of funding**

Funding from the Welsh Government in terms of the Communities First programme is guaranteed until 31 March 2017. Funding for the Lift programme and the Communities for Work programme has been secured up until March 2018. Welsh Government announced on the 11<sup>th</sup> October 2016 their intention to cease Core Communities First funding but there is still uncertainty as to what date this will apply from. The trustees are aware that there will be changes going forward and are therefore preparing for the potential impact on the company of those changes. Bearing this in mind, the trustees still feel it prudent to prepare the financial statements on a going concern basis as there are resources available and other funding has been secured other than the Core funding in question that will result in Mon CF being able to continue to operate as a going concern.

**Reserves policy**

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in fixed assets held by the charity should be between 3 and 6 months of expenditure. The present level of the general fund meets this criteria.

**FUTURE PLANS**

The charity plans to continue with the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The organisation is a charitable company limited by guarantee and governed by its Memorandum of Association dated 28 May 2012. It was registered with the Charity Commission on 09 August 2012. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

**Subsidiary Company**

The subsidiary company Ynys Trading Ltd is limited by share capital and has an authorised and issued share capital of £1. Ynys Trading Ltd is a 100% subsidiary of the Charitable Company that raises funds through commercial ventures.

**Recruitment and appointment of new trustees**

The Cymunedau'n Gyntaf Mon Communities First is made up from the community/statutory and business/voluntary sector representatives.

The process of appointing trustees/directors has been set out in the Memorandum and Articles and is as follows:

The charity may by ordinary resolution appoint a person who is willing to act to be trustee/director and determine the rotation in which any additional trustees/directors are to retire. No person other than a trustee/director retiring by rotation may be appointed a trustee/director at any general meeting unless he or she is recommended for re-election by the trustees/directors, or not less than fourteen nor more than thirty-five clear days before the date of the meeting, the charity is given a notice that is signed by a member entitled to vote at the meeting, states the member's intention to propose the appointment of a person as a trustee/director, contains the details that, if the person were to be appointed, the charity would have to file at Companies House, and is signed by the person who is to be proposed to show his or her willingness to be appointed. The trustees/directors may appoint a person who is willing to act to be a trustee/director. A trustee/director appointed by a resolution of the other trustees/directors must retire at the next annual general meeting and must not be taken into account in determining the trustees/directors which are to retire by rotation.

All members who are entitled to receive notice must receive a minimum of twenty-one clear days notice of an annual general meeting or a general meeting called for the passing of a special resolution. Fourteen clear days must be given for all other general meetings.

A trustee/director must be a natural person aged 16 years or older. No one may be appointed a trustee/director if he or she would be disqualified from acting under the provisions of article 39. The number of trustees/directors shall be a minimum of 10 but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. The first trustees/directors shall be those persons notified to Companies House as the first trustees/directors of the charity. A trustee/director may not appoint an alternate trustee/director or anyone to act on his or her behalf at meetings of the trustees/directors.



**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Organisational structure**

The Cymunedau'n Gyntaf Mon Communities First has a Board of Directors /Trustees of at least 10 members who meet a minimum of four times a year and are responsible for the strategic direction and policy of the charitable company. The Cluster manager also sits on the Board but has no voting rights.

The Senior Management team are responsible for the day-to-day operational management including individual supervision of the staff team and also for ensuring that the team continue to develop their skills and working practices in line with good practice. The Senior Management team is responsible for ensuring the delivery of the services specified and that key performance indicators are met. The Senior Management team are line managed by the Chair of the personnel group.

**Induction and training of new trustees**

Existing trustees are already familiar with the practical work of the charity having been members of the charity and attended most meetings. All new trustees are offered relevant and specific training.

Additionally, new trustees are invited and encouraged to attend training sessions to familiarise themselves with the charity and the context within which it operates.

Trustees should look to develop arrangements which enable people from all sections of the community to be actively involved in the selection and regular renewal of their membership.

Trustees should also help to prepare, with the assistance if need be of external support organisations (e.g. the local authority, the county voluntary council, the Communities First Support Network), a constitution and rules of conduct for consideration and approval by the charity. Trustees should provide support to local community organisations/groups to enable them to join the charity and contribute to its work.

**Related parties**

Due to the nature of the charity's operations and the composition of the board of trustees it is inevitable that transactions will take place with organisations in which a member may have an interest. All transactions involving organisations in which a trustee may have an interest are conducted at arm's length. The Charity has a policy that all trustees must declare an interest if a related party transaction occurs.

**Risk management**

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Cluster manager and management team. The Cluster manager is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Cluster manager has responsibility for the day to day operational management of the Charity, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

The Senior Management team has conducted a review of the company's policies. Where appropriate, systems and procedures have been established to manage the company's finances. Significant external risks to funding will lead to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorising of all transactions and projects.

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Following the recommendations made by Marc Consultancy the company sub-groups have been established and initial meetings of the sub-groups have been held and it is envisaged that these groups will continue to meet on a regular basis.

In order to further ensure that the risk faced by the charity on new projects are minimised the company has adopted a new procedure of Assumptions Based Risk Assessment in which the senior manager and project leads carry out a risk assessment on the proposed project through the assumptions made in relation to the project and ensuring the risk of the assumptions not being met are reduced through implementing controls.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
08085673 (England and Wales)

**Registered Charity number**  
1148502

**CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered office**

63 Market Street  
Holyhead  
Ynys Mon  
LL65 1UN

**Trustees**

J N Lee, M.B.E.  
Mrs A Kennedy  
Mrs J A Blackwell - resigned 11.11.15  
Mrs K Capstick  
K Thomas  
Mrs S F Williams  
J N Lock  
J Tyrell-Jones  
Dr W H Roberts  
R Williams - appointed 8.4.15  
J L Lee - appointed 27.4.15  
PD Davies, O.B.E. - appointed 8.12.15  
JL Lewis - appointed 11.11.15

**Company Secretary**

Mrs T J Stokes

**Auditors**

Williams Denton Cyf  
Chartered Certified Accountants  
Statutory Auditors  
Glaslyn Ffordd Y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

**Solicitors**

T R Evans Hughes & Co  
6 Victoria Chambers  
Holyhead  
LL65 1UR

**Bankers**

HSBC  
William Street  
Holyhead  
LL65 1RL

**Senior Management Team**

Rita Lyon	Cluster Manager
Alun Roberts	Prosperous Communities Co-ordinator
Colin Lyon	Learning Communities Co-ordinator
Ian Hughes	Finance and Monitoring Officer

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2016**

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**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Cymunedau'n Gyntaf Mon Communities First for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

The auditors, Williams Denton Cyf, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on ..... 05/10/2016 ..... and signed on its behalf by:

.....  
J N Lee, M.B.E. - Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST**

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We have audited the financial statements of Cymunedau'n Gyntaf Mon Communities First for the year ended 31 March 2016 on pages ten to twenty. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page seven, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's and the group's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Emphasis of matter**

We draw attention to note 18 in the financial statements which describes the uncertainty of Welsh Government funding beyond 31 March 2017. Our opinion is not qualified in respect of this matter.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST**

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**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.



Colin Bell FCCA (Senior Statutory Auditor)  
for and on behalf of Williams Denton Cyf  
Chartered Certified Accountants  
Statutory Auditors  
Glaslyn Ffordd Y Parc  
Parc Menai  
Bangor  
Gwynedd  
LL57 4FE

Date: ..... 20/10/2016 .....

CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>	3				
Community regeneration		-	1,062,445	1,062,445	1,008,420
Other trading activities	2	56,976	-	56,976	45,326
<b>Total</b>		56,976	1,062,445	1,119,421	1,053,746
<b>EXPENDITURE ON</b>					
Raising funds	4	3,490	-	3,490	21,805
<b>Charitable activities</b>	5				
Community regeneration		13,447	978,253	991,700	1,027,910
<b>Total</b>		16,937	978,253	995,190	1,049,715
<b>NET INCOME</b>		40,039	84,192	124,231	4,031
<b>Transfers between funds</b>	15	(54)	54	-	-
<b>Net movement in funds</b>		39,985	84,246	124,231	4,031
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		46,729	151,452	198,181	194,150
<b>TOTAL FUNDS CARRIED FORWARD</b>		86,714	235,698	322,412	198,181

The notes form part of these financial statements


CYMUNEDAU'N GYNTAF MON COMMUNITIES FIRST

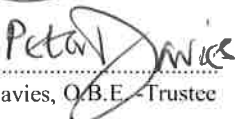
BALANCE SHEETS  
AT 31 MARCH 2016

	Notes	Group		Charitable Company	
		31.3.16 £	31.3.15 £	31.3.16 £	31.3.15 £
<b>FIXED ASSETS</b>					
Tangible assets	11	133,524	112,371	133,524	112,371
Investments in subsidiary company	12	-	-	1	-
		<u>133,524</u>	<u>112,371</u>	<u>133,525</u>	<u>112,371</u>
<b>CURRENT ASSETS</b>					
Debtors	13	2,145	21,061	2,145	21,061
Cash at bank		<u>218,476</u>	<u>69,124</u>	<u>196,311</u>	<u>69,124</u>
		<b>220,621</b>	<b>90,185</b>	<b>198,456</b>	<b>90,185</b>
<b>CREDITORS</b>					
Amounts falling due within one year	14	(31,733)	(4,375)	(28,458)	(4,375)
		<u>188,888</u>	<u>85,810</u>	<u>169,998</u>	<u>85,810</u>
<b>NET CURRENT ASSETS</b>					
		<b>188,888</b>	<b>85,810</b>	<b>169,998</b>	<b>85,810</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<b>322,412</b>	<b>198,181</b>	<b>303,523</b>	<b>198,181</b>
<b>NET ASSETS</b>					
		<u><b>322,412</b></u>	<u><b>198,181</b></u>	<u><b>303,523</b></u>	<u><b>198,181</b></u>
<b>FUNDS</b>					
Unrestricted funds	15	86,714	46,729	67,825	46,729
Restricted funds		<u>235,698</u>	<u>151,452</u>	<u>235,698</u>	<u>151,452</u>
		<b>322,412</b>	<b>198,181</b>	<b>303,523</b>	<b>198,181</b>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 05/10/2016 and were signed on its behalf by:

  
J N Lee, M.B.E. - Trustee

  
PD Davies, O.B.E. - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSSE) (effective 1 January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared on a going concern basis as the trustees consider it appropriate to prepare accounts on that basis - see note 18.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 2% on cost
Plant and machinery	- 25% on cost
Motor vehicles	- 25% on reducing balance

Individual assets costing less than £1,000 are included in the Statement of Financial Activities in the year that they are incurred. Individual assets greater than £1,000 are included in the balance sheet at cost and are depreciated as above.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Consolidation**

The charitable company has a wholly controlled trading subsidiary, Ynys Trading Ltd, a company limited by share capital, which was incorporated in the UK. The subsidiary is consolidated on a line by line basis.

**Investments**

Investments in the subsidiary company are stated in the accounts of the parent company at cost.



**2. OTHER TRADING ACTIVITIES**

	31.3.16	31.3.15
	£	£
Income from services	9,385	17,418
Rental income	5,328	7,892
Fundraising income	663	14,658
Other income	1,440	5,358
Trading subsidiary	<u>40,160</u>	-
	<u>56,976</u>	<u>45,326</u>

**3. INCOME FROM CHARITABLE ACTIVITIES**

	31.3.16	31.3.15
	£	£
Grants	<u>1,062,445</u>	<u>1,008,420</u>

Grants received, included in the above, are as follows:

	31.3.16	31.3.15
	£	£
WG-Communities First	802,253	799,699
WCVA - Jobs Growth Wales	-	24,160
Children in need	-	4,500
YMCC-FIO/Other	105,832	32,878
Menter Mon - Cyfenter	-	24,942
Magnox	65,938	42,590
Bangor University	-	3,000
WG-Splash	9,000	9,000
Anglesey Aluminium	-	7,000
Health Lottery	-	31,687
NIACE	-	9,379
Cyfenter - Kidzink	-	19,585
Communities For Work	17,074	-
People Health Trust	<u>62,348</u>	-
	<u>1,062,445</u>	<u>1,008,420</u>

**4. RAISING FUNDS****Other trading activities**

	31.3.16	31.3.15
	£	£
Services costs	2,628	10,600
Rental expenses	862	2,762
Fundraising costs	-	8,443
	<u>3,490</u>	<u>21,805</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Community regeneration	<u>976,000</u>	<u>15,700</u>	<u>991,700</u>

**6. SUPPORT COSTS**

	Governance costs
	£
Community regeneration	<u>15,700</u>

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.16	31.3.15
	£	£
Auditors' remuneration	4,560	4,410
Depreciation - owned assets	<u>38,847</u>	<u>24,727</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

**Trustees' expenses**

	31.3.16	31.3.15
	£	£
Trustees' expenses	<u>13</u>	<u>64</u>

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

## 9. STAFF COSTS

	31.3.16	31.3.15
	£	£
Wages and salaries	580,827	557,076
Social security costs	47,278	45,656
Other pension costs	58,066	49,120
	<u>686,171</u>	<u>651,852</u>

The average monthly number of employees during the year was as follows:

	31.3.16	31.3.15
Cluster Manager	1.00	1.00
Development	7.00	9.70
Finance	2.00	1.75
Trainer	2.00	0.00
Mentors	7.00	5.40
Youth	1.70	2.00
Administration	4.00	4.75
Apprentices/Trainees	1.00	1.40
	<u>25.70</u>	<u>26.00</u>

No employee earned more than £60,000 per annum.

The charity operates a defined contribution pension scheme for its employees and the charity made pension contributions for 27 (2015 - 27) staff members .

## 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Community regeneration	-	1,008,420	1,008,420
Other trading activities	45,326	-	45,326
<b>Total</b>	<b>45,326</b>	<b>1,008,420</b>	<b>1,053,746</b>
<b>EXPENDITURE ON</b>			
<b>Raising funds</b>			
Raising funds	21,805	-	21,805
<b>Charitable activities</b>			
Community regeneration	19,485	1,008,425	1,027,910
<b>Total</b>	<b>41,290</b>	<b>1,008,425</b>	<b>1,049,715</b>

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

## 10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES – continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME	4,036	(5)	4,031
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>42,693</u>	<u>151,457</u>	<u>194,150</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>46,729</u></b>	<b><u>151,452</u></b>	<b><u>198,181</u></b>

## 11. TANGIBLE FIXED ASSETS

Group and charitable company	Freehold property £	Plant and machinery £	Motor vehicles £	Totals £
<b>COST</b>				
At 1 April 2015	66,476	79,553	18,702	164,731
Additions	<u>-</u>	<u>40,000</u>	<u>20,000</u>	<u>60,000</u>
At 31 March 2016	<u>66,476</u>	<u>119,553</u>	<u>38,702</u>	<u>224,731</u>
<b>DEPRECIATION</b>				
At 1 April 2015	2,659	41,518	8,183	52,360
Charge for year	<u>1,330</u>	<u>29,887</u>	<u>7,630</u>	<u>38,847</u>
At 31 March 2016	<u>3,989</u>	<u>71,405</u>	<u>15,813</u>	<u>91,207</u>
<b>NET BOOK VALUE</b>				
At 31 March 2016	<u>62,487</u>	<u>48,148</u>	<u>22,889</u>	<u>133,524</u>
At 31 March 2015	<u>63,817</u>	<u>38,035</u>	<u>10,519</u>	<u>112,371</u>

The Freehold Property was transferred from Plas Cybi Partnership at its original cost value (£72,257) less depreciation to date of transfer (£5,781).

**12. FIXED ASSET INVESTMENTS****Charitable company**

At cost

	<b>31.3.16</b>	31.3.15
	£	£
100% ordinary share capital of Ynys Trading Ltd	<u>1</u>	<u>-</u>

Ynys Trading Ltd is registered in England and Wales

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR****Group and charitable company**

	<b>31.3.16</b>	31.3.15
	£	£
Debtors	<b>616</b>	19,003
Prepayments	<u><b>1,529</b></u>	<u>2,058</u>
	<u><b>2,145</b></u>	<u>21,061</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>Group</b>		<b>Charitable company</b>	
	<b>31.3.16</b>	31.3.15	<b>31.3.16</b>	31.3.15
			£	£
Creditors	<b>6,735</b>	3,941	<b>6,735</b>	3,941
Accruals and deferred income	<b>24,998</b>	434	<b>21,724</b>	434
	<u><b>31,733</b></u>	<u>4,375</u>	<u><b>28,458</b></u>	<u>4,375</u>

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

## 15. MOVEMENT IN FUNDS

Group	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
<b>Unrestricted funds</b>				
General fund	46,729	40,039	(54)	86,714
<b>Restricted funds</b>				
YMCC-FIO/Other	4,204	2,248	-	6,452
WG-Splash	3,830	-	-	3,830
Children in need	1,101	(1,155)	54	-
Bangor University	2,183	-	-	2,183
Menter Mon-Cyfenter	1,551	-	-	1,551
Magnox	4,675	15,099	-	19,774
Anglesey Aluminium	2,215	(1,988)	-	227
Fixed assets (CF)	899	(899)	-	-
Fixed assets	27,595	(27,391)	60,000	60,204
Fixed assets (Plas Cybi)	83,879	(10,559)	-	73,320
NIACE	4,627	-	-	4,627
YMCC - VVP	-	60,000	(60,000)	-
People Health Trust	14,693	48,156	-	62,849
Communities for work	-	681	-	681
	<u>151,452</u>	<u>84,192</u>	<u>54</u>	<u>235,698</u>
<b>TOTAL FUNDS</b>	<u><b>198,181</b></u>	<u><b>124,231</b></u>	<u><b>-</b></u>	<u><b>322,412</b></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	56,976	(16,937)	40,039
<b>Restricted funds</b>			
WG-Communities First	802,254	(802,254)	-
YMCC-FIO/Other	35,833	(33,585)	2,248
WG-Splash	9,000	(9,000)	-
Children in need	-	(1,155)	(1,155)
Magnox	65,938	(50,839)	15,099
Anglesey Aluminium	-	(1,988)	(1,988)
YMCC - VVP	69,999	(9,999)	60,000
People Health Trust	62,348	(14,192)	48,156
Communities for work	17,073	(16,392)	681
Fixed assets (CF)	-	(899)	(899)
Fixed assets	-	(27,391)	(27,391)
Fixed assets (Plas Cybi)	-	(10,559)	(10,559)
	<u>1,062,445</u>	<u>(978,253)</u>	<u>84,192</u>
<b>TOTAL FUNDS</b>	<u><b>1,119,421</b></u>	<u><b>(995,190)</b></u>	<u><b>124,231</b></u>

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2016

## 15. MOVEMENT IN FUNDS

Charitable company	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
<b>Unrestricted funds</b>				
General fund	46,729	21,150	(54)	67,825
<b>Restricted funds</b>				
YMCC-FIO/Other	4,204	2,248	-	6,452
WG-Splash	3,830	-	-	3,830
Children in need	1,101	(1,155)	54	-
Bangor University	2,183	-	-	2,183
Menter Mon-Cyfenter	1,551	-	-	1,551
Magnox	4,675	15,099	-	19,774
Anglesey Aluminium	2,215	(1,988)	-	227
Fixed assets (CF)	899	(899)	-	-
Fixed assets	27,595	(27,391)	60,000	60,204
Fixed assets (Plas Cybi)	83,879	(10,559)	-	73,320
NIACE	4,627	-	-	4,627
YMCC - VVP	-	60,000	(60,000)	-
People Health Trust	14,693	48,156	-	62,849
Communities for work	-	681	-	681
	<u>151,452</u>	<u>84,192</u>	<u>54</u>	<u>235,698</u>
<b>TOTAL FUNDS</b>	<u><b>198,181</b></u>	<u><b>105,342</b></u>	<u><b>-</b></u>	<u><b>303,523</b></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	38,087	(16,937)	21,150
<b>Restricted funds</b>			
WG-Communities First	802,254	(802,254)	-
YMCC-FIO/Other	35,833	(33,585)	2,248
WG-Splash	9,000	(9,000)	-
Children in need	-	(1,155)	(1,155)
Magnox	65,938	(50,839)	15,099
Anglesey Aluminium	-	(1,988)	(1,988)
YMCC - VVP	69,999	(9,999)	60,000
People Health Trust	62,348	(14,192)	48,156
Communities for work	17,073	(16,392)	681
Fixed assets (CF)	-	(899)	(899)
Fixed assets	-	(27,391)	(27,391)
Fixed assets (Plas Cybi)	-	(10,559)	(10,559)
	<u>1,062,445</u>	<u>(978,253)</u>	<u>84,192</u>
<b>TOTAL FUNDS</b>	<u><b>1,100,532</b></u>	<u><b>(995,190)</b></u>	<u><b>105,342</b></u>

**16. MOVEMENT IN FUNDS - continued**

**Purpose of Restricted Funds**

**WG-Communities First**

To run and manage the Communities First and Lift programme in the most deprived wards on Anglesey.

**YMCC-FIO/Other**

50% funding contribution towards the Financial Inclusion Officer post. Other minor funding from YMCC.

**WG-Splash**

Monies to run diversionary activities during school holidays.

**Children in need**

Monies to run the Fun 3.30 club.

**Bangor University**

To deliver community courses.

**Menter Mon-Cyfenter**

To set up and develop the Shop in Town card scheme.

**Magnox**

To set up and run a joinery workshop in the Community Vocational Academy and employ a Joiner Mentor.

**Anglesey Aluminium**

Funds to open a charity shop that local community groups can use to raise money for their activities.

**Fixed Assets**

This fund includes assets purchased from restricted income.

**Fixed Assets (Plas Cybi)**

This fund includes assets transferred from Plas Cybi Partnership.

**Fixed Assets (CF)**

This fund includes assets purchased with Communities First income.

**NIACE**

Funding to promote and engage adults on to community learning opportunities.

**YMCC-VVP**

Contribution towards the running of Academy Projects.

**People Health Trust**

Funding to make Holyhead a better place to be for the local community.

**Communities for work**

Welsh Government programme to deliver employment support.

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2016.

**18. GOING CONCERN**

Core Communities First funding has been secured up to 31<sup>st</sup> March 2017. Following Welsh Government announcement on the 11<sup>th</sup> October 2016 relating to the Core Communities First funding, the trustees are aware that there will be changes going forward, details of which are yet to be agreed, and are therefore preparing for the potential impact on the company of those changes. Bearing this in mind, the trustees still feel it prudent to prepare the financial statements on a going concern basis as there are resources available and other funding has been secured other than the Core funding in question that will result in Mon CF being able to continue to operate as a going concern.



<b>ISLE OF ANGLESEY COUNTY COUNCIL</b>	
<b>COMMITTEE :</b>	<b>Partnership and Regeneration Scrutiny Committee</b>
<b>DATE:</b>	<b>27th June 2017</b>
<b>SUBJECT:</b>	<b>Holyhead Vibrant and Viable Places (VVP) Regeneration Programme</b>
<b>PORTFOLIO HOLDER(S):</b>	<b>Richard Dew</b>
<b>HEAD OF SERVICE :</b>	<b>Dylan Williams</b>
<b>REPORT AUTHOR:</b> Tel: E-mail:	<b>Dewi G. Lloyd</b> <b>01248 752483</b> <b>dewilloyd@ynysmon.gov.uk</b>

## 1.0 PURPOSE OF REPORT

To scrutinize the planning and delivery of the Holyhead VVP regeneration programme, and consider whether it has provided value in terms of being economic, efficient and effective

## 2.0 CONTEXT

- 2.1 Vibrant and Viable Places (VVP) was the Welsh Government's urban regeneration framework, which formed the basis for allocating £100m of capital funds in the period April 2014 - March 2017. The fund was targeted at significant urban settlements with priority given to town centres, coastal communities and Communities First areas.
  
- 2.2 All 22 local authorities in Wales were invited to submit outline proposals in July 2013 based on specific detailed criteria. A decision on these was made in September 2013 when eleven bids were shortlisted and invited to submit more detailed proposals by November 2013. A final decision was made by WG in January 2014 when Holyhead was allocated a total of £7.49M in capital funding over three years.
  
- 2.3 The VVP criteria provided for bids of up to £15M in total. Following informal advice, based on the available budget across Wales and the relative size of Holyhead, it was decided to apply for £9M in the first round. As a result of further advice received after the first round, it was decided to apply for a lower sum of £7.49M in the second round. All eleven shortlisted areas were awarded funding, but with most receiving less than the sum requested. Holyhead was one of a few

areas to receive 100% of the funding requested. The level of VVP funding per head of population for Holyhead was the highest of any VVP settlement in Wales. Additional VVP funding of some £1.5M was subsequently awarded by WG for new social housing projects in Holyhead by housing associations

- 2.4 Based on the Welsh Government VVP criteria and advice from WG officers it was clear that Holyhead was the only realistic bid from Anglesey. The possibility of a combined bid involving more than one Anglesey town was raised but ruled out in discussions with WG. During the short time available to make an outline bid, officers arranged a briefing of relevant portfolio holders to consider options, with a recommendation of a bid being made for Holyhead, and this was agreed. With a population of under 12,000 it was not clear if Holyhead was a sufficiently large urban centre to qualify. Of the eleven successful main VVP bids, Holyhead was the only settlement with a population below 30,000. The geographic scope of the VVP area was drawn to include all built-up areas in the town of Holyhead. Due to the use of LSOA statistical units, this area covered the northern half of Holy Island including part of Trearddur.
- 2.5 Following concerns from some of the 11 counties that were not successful, the Welsh Government also awarded an additional £7M to be shared between other significant urban centres with deprivation, including Caernarfon and Rhyl. It also allocated £1M of revenue funds to be shared between 20 town centre partnerships, and the Council made a successful bid for £50,000 from this to support marketing, promotion and events in Llangefni. In January 2017, a further £3.7M was awarded for town centre regeneration loans in various towns, and the Council successfully secured £250,000 from this to fund repayable loans to support town centre property investments for housing use in Holyhead, Llangefni and Amlwch over a 15-year period.

### 3.0 VVP STRATEGY AND OBJECTIVES

- 3.1 For the first round, the Welsh Government requested a Strategic Outline Programme (SOP) of up to 3,000 words, which was increased to a more detailed SOP of up to 10,000 words for the second round. The overall strategic vision was that ***“Holyhead has taken full advantage of the opportunities it has to become a dynamic and sustainable place to live, work, visit and invest”***. The proposed programme was based on tackling need and opportunity under three themes that reflected Welsh Government policy priorities, namely : **Homes, Place, and People**. Full copies of both SOP documents are available to view on the County Council’s website.
- 3.2 The strategy submitted to WG included a number of objectives under each of these three Themes and these are set out in the following table :-

VVP THEME	HOLYHEAD VVP PROGRAMME STRATEGIC OBJECTIVES
<b>HOMES</b>	Enable new housing development, Bring empty homes into use, Support first time buyers, Improve the energy efficiency of homes, Support schools rationalization to create space for new homes
<b>PLACE</b>	Create new business space, Support town centre businesses, Make the town centre more accessible, Support new visitor accommodation, Improve leisure & tourism assets, Refurbish the Market Hall as a hub
<b>PEOPLE</b>	Add value to Communities First, Support sustainable community facilities, Develop a new Flying Start centre, Deliver positive change, Enable positive transformation

3.3 The Welsh Government made a number of subsequent revisions to the guidance given to local authorities across Wales which led to changes, including a new set of target outputs, and a priority to support new social housing through VVP.

#### **4.0 GOVERNANCE, STAKEHOLDERS AND SCRUTINY**

4.1 The Executive agreed recommendations made in a report dated March 2014 providing delegation to the Director of Sustainable Development to establish and deliver the VVP programme, and authorizing delegation of specific elements to relevant Heads of Service. The delivery of the Homes Theme was delegated to the Head of Housing, the Place Theme to the Head of Planning, and the People Theme to the Head of Economic Development.

4.2 A VVP Programme Board of senior Council and Welsh Government officers was established to oversee and steer the programme as a whole, and this was supported by three operational Theme Groups, all typically meeting monthly. These helped to integrate the work across several Council Services. Quarterly programme reports were also made to the partnerships transformation board. Some larger projects where VVP was a minority part-funder have had their own project or programme boards and reporting arrangements eg the Ysgol Cybi and Market Hall projects.

4.3 The selection of projects was led by the three Theme Groups, and was influenced by various factors including the VVP eligibility criteria set by the WG Homes and Places Division, the availability and timing of budgets, deliverability in time, the availability of match-funding, and the contribution to VVP outputs. An expression of interest advert was placed in local papers in 2014 which attracted

several community project ideas for consideration, and several of these were supported. Under the Homes Theme, contact was made with approved housing associations for the area to invite proposals for social housing projects. The VVP business investment fund was widely advertised and promoted in the area. Many of the projects coming forward were initially not well developed, and for several schemes VVP funding was utilised to fund relevant surveys, architectural plans, costings, business planning and consents.

- 4.4 VVP funding allocations were subject to approval by the relevant Theme Group and Programme Board. An assessment form was prepared for each project put forward by each Theme Group, which described the project and identified its fit with various criteria, projects outputs, milestones, stakeholder views, viability and sustainability, risks and mitigations etc. Each project was then subject to comments and signed by the VVP Programme Office, Finance Service, Welsh Government area regeneration manager, relevant Head of Service, and SRO. Project managers were then notified of funding awards and advised on relevant compliance requirements, with external projects also being subject to a formal grant offer and agreement process. Project not awarded funds were given advice and suggestions on possible alternative funding routes.
- 4.5 Stakeholder engagement took place during the bid preparation process through various means including consultations, workshop sessions, and 23 letters of support were received from various public, private, and third sector bodies. Stakeholders were similarly involved during the programme delivery process through various means. A VVP Stakeholder Forum met typically every six months, involving public, private, and third sector representatives. Invitees from the County Council to this included the six local county members and relevant portfolio holders and officers.
- 4.6 Local members briefings were arranged typically every quarter, and these met at VVP project locations, with a briefing paper also issued by email. These helped to update local members on plans and progress, answer questions, and raise issues of local concern or interest. Presentations on the VVP Programme were also made to meetings of Holyhead Town Council, Trearddur Community Council, and the Mon Communities First Board.
- 4.7 Communications is a key aspect of successful programmes, but is an area that requires resources. The combination of monthly theme groups and board meetings provided for good internal officer communications. Due to the late programme start, limited staff capacity, need to realise capital spend in time, and

the lack of physical outputs to show, external communications in 2014/15 were limited. The Programme Board identified this as an area requiring improvement, and a number of steps were taken to do so. These included the appointment of a marketing company to assist with public relations matters, the production of a newsletter, a number of public events, and a Twitter campaign. Four editions of the newsletter were produced and distributed to over 7,000 addresses on Holy Island, and one further newsletter is planned in 2017. The @holyheadregen / @adfywiocaergybi Twitter accounts secured some 650 followers.

- 4.8 Other stakeholder engagement activities included attendance of public consultations on specific projects. A VVP regeneration stand at the Holyhead Festival in July 2016 resulted in contact being made with some 2,000 members of the public. Feedback forms from this event indicated that 85% of respondents thought that Holyhead had improved during the previous three years.

## **5.0 PROGRAMME DELIVERY**

- 5.1 Delivery of the programme and its constituent projects took place through three main mechanisms :-
- a) direct delivery by the VVP programme office of project plans and studies, events, PR, evaluation etc
  - b) delivery of capital projects by other Council officers, using VVP funds allocated through an internal grant process, usually alongside other funds
  - c) delivery of capital projects by other organisations, using VVP funds awarded to them through an external grant process, usually alongside other funds
- 5.2 The planning and delivery of the VVP programme created a significant level of additional workload for the Council and one officer was seconded for several months to lead the planning and bidding process. A 'Sustainable Delivery' budget was planned and agreed by WG to cover staffing and other programme support activities, including publicity, monitoring and evaluation, and various studies linked to programme objectives. Most other authorities did not apply for programme support funds and relied on core staff. A VVP Programme Office was established and was based in the Anglesey Business Centre. An outreach office in Holyhead Town Hall was trialled but not continued, but staff conducted visits to project sites and regularly contacted key stakeholders in the VVP area.
- 5.3 The staff posts funded through VVP included a programme manager, programme co-ordinator, and a part-time finance officer based in the Finance Service grants team. For part of the programme period VVP also funded a capital projects

officer and a graduate trainee. Due to the delayed formal WG grant approval and other factors, the VVP programme staff capacity was not fully in place until late in 2014/15. VVP project funding also contributed to project staffing costs for the Market Hall and THI schemes, but there was a significant delay in the process of appointing these staff which impacted on progress. Key lessons for the future are to ensure that relevant staff are appointed as soon as possible, and the importance of a finance support resource from the outset.

## 6.0 VVP FUNDING AND OUTPUTS

6.1 The VVP funding was allocated over three years under seven budget headings that were agreed with WG. There was flexibility for temporary virements between budgets in years 1 and 2 only. No slippage of the total funding allocated per year was normally permitted, but a special case was made for some slippage into Year 4 linked to EU funding issues on one project. The amount of funding finally awarded was as follows :-

THEME	BUDGET	2014/15	2015/16	2016/17	2017/18	TOTAL
<b>HOMES</b>	Enabling New Homes	£594k	£886k	£905k	n/a	£2,384k
	Town Homes	£199k	£742k	£273k	n/a	£1,215k
<b>PLACE</b>	Viable Town Centre	£389k	£113k	£842k	n/a	£1,345k
	Market Hall Hub	£0	£90k	£460k	£150k	£700k
<b>PEOPLE</b>	Jobs & Business	£122k	£379k	£229k	n/a	£730k
	Active Community	£639k	£677k	£308k	n/a	£1,625k
	Sustainable Delivery	£106k	£182k	£199k	n/a	£487k
<b>TOTAL AWARDED</b>		<b>£2,050k</b>	<b>£3,072k</b>	<b>£3,216k</b>	<b>£150k</b>	<b>£8,490k</b>
<b>TOTAL SPENT</b>		<b>£2,050k</b>	<b>£3,070k</b>	<b>£3,216k</b>	<b>TBC</b>	<b>£8,337k to date</b>
<b>Over / Under Spend</b>		£0	£2k u/s	£0	TBC	TBC

6.2 Full VVP budget expenditure was successfully realised in all three years, with the exception of a small underspend in Year 2. The expenditure profile in all three financial years was heavily weighted in the fourth quarter resulting in a workload peak for relevant staff, and this appears to be the case generally for capital expenditure across much of the public sector in Wales. The ability to make temporary virements was possible in Years 1 and 2 but not Year 3. Stricter deadlines and milestone monitoring arrangements were put in place in the third

year, and a key lesson for the future is to impose strict milestone monitoring arrangements on project managers from the outset and to better highlight and scrutinize milestone slippages.

- 6.3 The Welsh Government expected VVP funding contributions to lever significant other funds and a target was set of £22M of capital investment from other sources. The actual predicted total of other investment in the VVP area by 2020 is now circa £37M, which includes c£9m local authority (mainly new school), £9m private sector, c£7m other WG, c£5m Lottery, c£3.5m EU, and c£2M third sector (mainly housing associations). The sum of each type of fund is set out at the end of Appendix A.
- 6.4 The Welsh Government set 32 output categories for use across Wales, and targets for each of these were agreed at the beginning of the programme with each local authority. The Council has also set a further 7 target outputs. Outputs have been closely monitored, and each given a RAG rating – see Appendix A. Of the 39 outputs, 32 are now rated ‘green’ (reached or exceeded), 5 ‘amber’ (below target but above 50% of target), and 2 ‘red’ (below 50% of target). The two ‘red’ outputs are the creation of market homes and affordable homes ‘using VVP funds’ – although many of these are under construction at Tyddyn Bach estate it is understood that they cannot be counted as no VVP funds were actually awarded. Of the ‘amber’ outputs, two await information, three are close to target, and the remaining one will be realised after March 2020.
- 6.5 The achievement of target outputs appears to be generally good. Each output has a very detailed definition and evidence requirement, and collecting evidence has involved very considerable workload. The evaluation process has recommended that outputs data processes should be simplified for future WG regeneration programmes.

## **7. PROGRAMME EVALUATION**

- 7.1 The VVP Programme has been subject to several monitoring and review processes. This has included a Programme Monitoring Group involving internal and external representation, two Gateway Reviews involving external reviewers, and an external evaluation consultancy company. The latter has prepared a mid-term evaluation, and has started work on the final evaluation report, which will also identify future regeneration priorities. Key interim evaluation messages included the importance of the programme office and effective stakeholder communications, and the over-complexity of the outputs evidencing requirements

set by WG. The Gateway Reviewers highlighted specific issues and concerns which had on three specific large projects that appeared at risk of slippage beyond the programme timescale, and the Programme Board took action as a result to address these matters.

7.2 The following table lists the Strategic Objectives listed in the original SOP and comments whether or not these have been realised :-

	<b>OBJECTIVE</b>	<b>OUTCOME ACHIEVED ?</b>
<b>HOMES</b>	Enabling New Housing	Yes – 6 new social housing developments by housing associations supported
	Schools Rationalisation & Homes	Yes – VVP has supported primary school modernisation allowing release of closing school sites
	Empty Homes	Yes – VVP has helped refurbish 16 previously vacant homes, and helped 18 first-time-buyers
	First Time Buyers	
	Energy Efficient Homes	Yes – 71 homes energy rating improved, mainly as part of wider physical improvements
<b>PLACE</b>	New Business Space	Partly – VVP has improved existing business spaces, but new-build floorspace creation has been limited
	Town Centre Business	Yes – 40 town centre businesses were assisted
	New Visitor Accommodation	Partly/ planned - WG did not agree specific large funding but allowed study, and smaller schemes assisted via HIF
	Market Hall Hub	Planned – phase 1 project works now underway
	Improve Leisure & Tourism Assets	Yes/ planned – several sports facilities upgraded and plans prepared for new ERDF and HLF funded improvements
	Access to Town Centre	Yes – Market Street improvement scheme was delivered including improved vehicle access and on-street parking
<b>PEOPLE</b>	Adding Value to Communities First	Yes / planned – VVP has supported several C1st and community projects and the creation of future plans
	Sustainable Community	Yes / planned – VVP has supported income generation plans, including one for Holyhead Park & Empire Cinema
	Flying Start Centre	Yes – new Flying Start centre built with VVP bridging funding gap
	Delivering Change	Yes – VVP programme delivery was achieved
	Enabling Transformation	Partly – VVP has helped several transformations to take place, but securing ‘community benefits’ from capital projects has been challenging



7.3 The criteria set by WG specified that VVP should add value to existing public funds. Close to £4m of the VVP funding was awarded to County Council projects. Several of these projects would clearly not have happened without VVP funding being available. The VVP Programme has also supported plans to transform and/or transfer several County Council owned assets, including Holyhead Park.

7.4 Key VVP contributions to the Council's corporate objectives are listed below :-

<b>Corporate Objective</b>	<b>VVP Programme Contribution</b>
<i>B – Regenerating our Communities and Developing our Economy</i>	By supporting 83 small businesses and a range of community projects, and transforming Market Street
<i>C – Improving Education, Skills and Modernising our Schools</i>	By co-funding and adding value to the new Ysgol Cybi and Flying Start projects
<i>D – Increasing our Housing Options and Reducing Poverty</i>	By co-funding 6 social housing schemes, and supporting first-time buyers and anti-poverty activities
<i>E – Transforming our Leisure and Library Provision</i>	By improving sports and leisure facilities and co-funding library modernization in the Market Hall

7.5 Issues and risks were reported and reviewed at all Programme Board meetings, and also considered at Theme Groups. Annual underspend was a risk that was repeated across the three years but was avoided due to effective contingency planning. The risk of not achieving outputs and co-funding was initially high but reduced over time as these were progressively secured. Communications and stakeholder engagement was identified as a key issue and risk in Year 1, but the risk level reduced as more communication and engagement activities took place after staffing capacity was increased. Significant programme-level risks were associated with some specific large complex projects, but these risks were successfully avoided or managed. Underspends caused by slippage on certain schemes towards the ends of financial years were reallocated by the Board to use the funds to fund other capital projects that were able to proceed in time.

7.6 The following are identified as key considerations for similar future programmes:-

- Staffing resources (including finance support) to be in place from the outset
- Allow sufficient time and resources to develop capital projects to readiness
- Communication plans & resources should be in place before start of delivery
- Avoid over complex outputs monitoring & evidencing requirements

- Ensure robust monitoring of project milestones, highlight and scrutinize significant slippage, and have suitable contingency plans in place

## **8 Successor to VVP Programme**

- 8.1 The Welsh Government has indicated informally that a new urban regeneration programme is likely to take place, probably commencing in April 2018, but no formal announcement has yet been made. It is anticipated that any programme will be subject to a similar competitive bidding process based on criteria set by WG, but with a greater regional partnership aspect.

### **APPENDICES**

A - VVP outputs and co-funding realised

B - List of capital projects supported with Holyhead VVP funding 2014-17

<http://www.anglesey.gov.uk/business/regeneration-and-investment/vibrant-and-viable-places-holyhead/>

Author: Dewi G. Lloyd  
Job Title: Regeneration Manager  
Date: 20<sup>th</sup> June 2017

ATODIAD / APPENDIX A

**RHAGLEN VVP CAERGYBI / HOLYHEAD VVP PROGRAMME :  
ALLBYNNAU A CHYD-GYLLIDO / OUTPUTS & CO-FUNDING REALISED**

<b>OUTPUT</b>	<b>ALLBWN</b>	<b>TARGED/ TARGET</b>	<b>RHAGWELIR/ PREDICTED 31/03/2020</b>	<b>CAG RAG</b>
<i>Private Investment made</i>	<i>Buddsoddiad Preifat</i>	<i>£20,220,000</i>	<i>£14,342,891</i>	
<i>Non-WG Investment</i>	<i>Buddsoddiad heblaw gan Lywodraeth Cymru</i>	<i>£27,960,000</i>	<i>£24,877,482</i>	
<i>Value of Welsh SME contracts</i>	<i>Gwerth gwaith i fusnes o Gymru</i>	<i>£23,230,000</i>	<i>£22,281,564</i>	
<i>Welsh SME's securing contracts</i>	<i>Contractau i fusnesau o Gymru</i>	<i>104</i>	<i>259</i>	
<i>Market Homes funded</i>	<i>Tai Marchnad a ariannwyd</i>	<i>173</i>	<i>33</i>	
<i>Empty Homes Filled</i>	<i>Tai Gwag wedi eu Llenwi</i>	<i>14</i>	<i>21</i>	
<i>Social Homes funded</i>	<i>Tai Cymdeithasol a ariannwyd</i>	<i>9</i>	<i>52</i>	
<i>Affordable Units funded</i>	<i>Tai Fforddiadwy a ariannwyd</i>	<i>39</i>	<i>6</i>	
<i>Land Developed - Jobs</i>	<i>Tir a Ddatblygwyd - Swyddi</i>	<i>1 Ha</i>	<i>3.5 Ha</i>	
<i>Land developed - Other</i>	<i>Tir a Ddatblygwyd - Arall</i>	<i>7 Ha</i>	<i>3.5 Ha</i>	
<i>Business Premises Built / Improved</i>	<i>Creu/ Gwella Eiddo Busnes</i>	<i>2,260 m2</i>	<i>17,575 m2</i>	
<i>Jobs Accommodated</i>	<i>Creu Lle i Swyddi</i>	<i>79</i>	<i>136.5</i>	
<i>Enterprises Accommodated</i>	<i>Creu Lle i Fusnesau</i>	<i>20</i>	<i>23</i>	
<i>New Construction Jobs</i>	<i>Swyddi Adeiladu Newydd</i>	<i>144</i>	<i>156</i>	
<i>Gross Jobs Created</i>	<i>Swyddi a Grewyd</i>	<i>42</i>	<i>60.5</i>	
<i>Traineeships created</i>	<i>Lleoedd Hyfforddi a Grewyd</i>	<i>41</i>	<i>59</i>	
<i>Job Qualifications Gained</i>	<i>Ennill Cymwysterau</i>	<i>8</i>	<i>128</i>	
<i>People Completing Courses</i>	<i>Pobl yn cwblhau cyrsiau</i>	<i>10</i>	<i>104</i>	
<i>People helped into Work</i>	<i>Pobl yn cael help i Waith</i>	<i>15</i>	<i>26</i>	
<i>Economically Inactive Persons Engaged</i>	<i>Cyswllt a phobl Economaidd Anweithgar</i>	<i>145</i>	<i>124</i>	
<i>Trainees Retained</i>	<i>Cadw Hyfforddeion</i>	<i>6</i>	<i>33</i>	
<i>Trainees going on to Jobs</i>	<i>Hyfforddeion ymlaen i Swyddi</i>	<i>16</i>	<i>20</i>	
<i>Trainees going on to Learning</i>	<i>Hyfforddeion ymlaen i Ddysgu</i>	<i>9</i>	<i>13</i>	
<i>Community Initiatives - Health</i>	<i>Mentrau Cymunedol - Iechyd</i>	<i>1</i>	<i>3</i>	
<i>Community Initiatives – Education</i>	<i>Mentrau Cymunedol - Addysg / Hyfforddi</i>	<i>4</i>	<i>5</i>	

<b>Community Initiatives – Young People</b>	<b>Mentrau Cymunedol – Pobl Ifanc</b>	<b>1</b>	<b>4</b>	
<b>Homes energy performance improved</b>	<b>Gwella perfformiad ynni cartrefi</b>	<b>60</b>	<b>151</b>	
<b>Reduction in CO2 produced</b>	<b>Lleihad mewn lefelau CO2</b>	<b>4.7 t</b>	<b>363.8 t</b>	
<b>Value of Recycled materials used</b>	<b>Gwerth defnyddiau ailgylchu a ddefnyddiwyd</b>	<b>£450,000</b>	<b>TBC</b>	
<b>Waste reduced/recycled/reused</b>	<b>Lleihau/ailgylchu/ailddefnyddio Gwastraff</b>	<b>5,000 tonnes</b>	<b>TBC</b>	
<b>Energy Saved</b>	<b>Arbed Ynni</b>	<i>Not Set / Heb Osod</i>	<b>TBC</b>	
<b>Renewable Electricity produced</b>	<b>Creu Ynni Adnewyddol</b>	<i>Not Set / Heb Osod</i>	<b>TBC</b>	
<b>LOCAL TARGET</b>	<b>TARGED LLEOL</b>			
<b>New Primary School</b>	<b>Ysgol Gynradd Newydd</b>	<b>1</b>	<b>1</b>	
<b>New Area Library</b>	<b>Llyfrgell Ardal Newydd</b>	<b>1</b>	<b>1</b>	
<b>SME's Assisted</b>	<b>Cefnogi Busnesau Bach</b>	<b>15</b>	<b>83</b>	
<b>New Flying Start Centre</b>	<b>Canolfan Dechrau'n Deg Newydd</b>	<b>1</b>	<b>1</b>	
<b>Community Facilities created/improved</b>	<b>Gwella/ creu cyfleusterau cymunedol</b>	<b>6</b>	<b>6</b>	
<b>Additional Childcare Places</b>	<b>Lleoedd Gofal Plant Ychwanegol</b>	<b>48</b>	<b>100</b>	
<b>Jobs Safeguarded (inc construction jobs)</b>	<b>Swyddi a Ddiogelwyd (yn cynnwys rhai adeiladu)</b>	<i>Not Set / Heb Osod</i>	<b>812</b>	
<b>OTHER (NON VVP) CAPITAL FUNDING INVESTED</b>	<b>CYLLID ARALL (HEBLAW VVP) A FUDDSODDWDYD</b>	<b>TARGED/TARGET</b>	<b>Disgwyllir Erbyn/ Predicted by 31/03/2020</b>	<b>CAG RAG</b>
<b>Local Authority</b>	<b>Awdurdod Lleol</b>	<b>£4,200k</b>	<b>£8,850k</b>	
<b>European Union</b>	<b>Undeb Ewropeaidd</b>	<b>-</b>	<b>£3,540k</b>	
<b>WG Social Housing Grants</b>	<b>Grantiau Tai Cymdeithasol LLC</b>	<b>-</b>	<b>£851k</b>	
<b>Private Sector</b>	<b>Sector Preifat</b>	<b>£9,460k</b>	<b>£9,215k</b>	
<b>Other Welsh Government</b>	<b>Llywodraeth Cymru Arall</b>	<b>£5,250k</b>	<b>£7,388k</b>	
<b>Other Public Sector (including Lottery)</b>	<b>Sector Cyhoeddus Arall (yn cynnwys Loteri)</b>	<b>£2,285k</b>	<b>£4,885k</b>	
<b>Third Sector</b>	<b>Trydydd Sector</b>	<b>£950k</b>	<b>£2,400k</b>	
<b>Other Funding Total</b>	<b>Cyfanswn Cyllid Arall</b>	<b>£22,145k</b>	<b>£37,169k</b>	

**ATODIAD / APPENDIX B****RHESTR PROSIECTAU A GEFNOGWYD GYDA CYLLID VVP CAERGYBI 2014-17  
LIST OF PROJECTS SUPPORTED WITH HOLYHEAD VVP FUNDING 2014-17****THEMA CARTREFI / HOMES THEME**

<b>Cynllun / Project</b>	<b>Arwain/ Lead</b>	<b>Cost</b>	<b>VVP</b>
<i>Rhes Capel - Tai Cymd./ Social Homes</i>	<i>NWHA</i>	<i>£532,618</i>	<i>£309,140</i>
<i>Llain Cytir - Tai Cymd./ Social Homes</i>	<i>Grwp Cynefin</i>	<i>£1,163,230</i>	<i>£500,762</i>
<i>Cross Street - Tai Cymd./ Social Homes</i>	<i>NWHA</i>	<i>£539,119</i>	<i>£60,420</i>
<i>Garreg Domas - Tai Cymd./ Social Homes</i>	<i>NWHA</i>	<i>£800,006</i>	<i>£473,362</i>
<i>Bwlch Alltran - Tai Cymd./ Social Homes</i>	<i>Grwp Pennaf</i>	<i>£1,124,360</i>	<i>£160,526</i>
<i>Yr Hen Briordy- Cymd./ Social Homes</i>	<i>Grwp Cynefin</i>	<i>£915,000</i>	<i>£531,011</i>
<i>Gwella Llys Watling Improvements</i>	<i>CSYM/ IACC</i>	<i>£293,288</i>	<i>£76,388</i>
<i>Peilot Ynni/ Energy Pilot</i>	<i>Grwp Cynefin</i>	<i>£33,350</i>	<i>£22,000</i>
<i>Gwella Tan yr Efail Ph1 Improvts</i>	<i>CSYM/ IACC</i>	<i>£934,058</i>	<i>£262,797</i>
<i>Gwella Tan yr Efail Ph2 Improvts</i>	<i>CSYM/ IACC</i>	<i>£1,139,882</i>	<i>£67,347</i>
<i>Grant PTC/ FTB Grant</i>	<i>CSYM/ IACC</i>	<i>£1,195,768</i>	<i>£332,093</i>
<i>Homebuy</i>	<i>Grwp Cynefin</i>	<i>£246,905</i>	<i>£80,500</i>
<i>Homes Project Support &amp; Studies</i>	<i>CSYM/ IACC</i>	<i>£14,674</i>	<i>£14,674</i>
<i>Plas Alltran - Cynlluniau/Plans</i>	<i>CSYM/ IACC</i>	<i>£22,972</i>	<i>£22,972</i>
<i>Safle Crown Site – Clirio/Clearance</i>	<i>CSYM/ IACC</i>	<i>£167,111</i>	<i>£167,111</i>
<i>Moderneiddio Ysgolion Cymradd / Primary Schools Modernisation</i>	<i>CSYM/ IACC</i>	<i>£10,852,379</i>	<i>£518,460</i>

**THEMA LLE / PLACE THEME**

<b>Cynllun / Project</b>	<b>Arwain/ Lead</b>	<b>Cost</b>	<b>VVP</b>
<i>Stryd y Farchnad/ Market Street</i>	<i>CSYM/ IACC</i>	<i>£397,374</i>	<i>£397,374</i>
<i>Menter Treftadaeth Trefol (MTT) / THI - Townscape Heritage Initiative</i>	<i>CSYM/ IACC &amp; Preifat/ Private</i>	<i>£1,946,579</i>	<i>£446,579</i>
<i>Cynlluniau &amp; Prosiectau Canol Tref / Town Centre Plans &amp; Projects</i>	<i>CSYM/ IACC, MonCF, Preifat/ Private, CTC/HTC</i>	<i>£115,510</i>	<i>£84,160</i>
<i>Gwella Amgylchedd/ Env.Improvts</i>	<i>MonCF</i>	<i>£20,000</i>	<i>£20,000</i>
<i>Cybi School</i>	<i>CSYM/ IACC</i>	<i>£94,606</i>	<i>£94,606</i>
<i>Pafinau / Footways</i>	<i>CSYM/ IACC</i>	<i>£98,624</i>	<i>£98,624</i>
<i>Y Parc / The Park</i>	<i>CSYM / IACC</i>	<i>£28,064</i>	<i>£22,289</i>
<i>Cynllun Twristiaeth ERDF Tourism Plans</i>	<i>CSYM/ IACC</i>	<i>£19,500</i>	<i>£19,500</i>
<i>Neuadd y Farchnad / Market Hall</i>	<i>CSYM / IACC</i>	<i>£3,126,362</i>	<i>£751,362</i>

**THEMA POBL / PEOPLE THEME**

<b>Cynllun / Project</b>	<b>Arwain / Lead</b>	<b>Cost</b>	<b>VVP</b>
<i>Gwella Unedau Penrhos Units Upgrade</i>	<i>CSYM/ IACC</i>	<i>£345,000</i>	<i>£305,022</i>
<i>Cynlluniau Parcio / Parking Schemes</i>	<i>CSYM/ IACC</i>	<i>£50,918</i>	<i>£45,918</i>
<i>Grantiau Busnes Bach/ Small Business Grants (HIF)</i>	<i>CSYM/ IACC</i>	<i>£375,922</i>	<i>£282,711</i>
<i>Busnesau Bach Canol y Dref /Town Centre Small Businesses</i>	<i>TC Forum &amp; MonCF</i>	<i>£53,316</i>	<i>£32,128</i>
<i>Stadiwm Pel Droed / Soccer Stadium</i>	<i>CSYM/ IACC</i>	<i>£111,619</i>	<i>£86,040</i>
<i>Canolfan Hamdden / Leisure Centre Upgrade</i>	<i>CSYM/ IACC</i>	<i>£330,000</i>	<i>£250,000</i>
<i>Canolfan Dechrau'n Deg/ Flying Start Centre</i>	<i>CSYM/ IACC</i>	<i>£1,165,000</i>	<i>£335,000</i>
<i>Ehangu Clwb Codi Pwysau/ Extend HAWFC</i>	<i>HAWFC</i>	<i>£125,000</i>	<i>£60,000</i>
<i>Caban Kingsland Childcare Facility</i>	<i>Caban Kingsland</i>	<i>£184,928</i>	<i>£149,245</i>
<i>Canolfan Kingsland Community Centre</i>	<i>Ymddiriodolwyr/ Trustees</i>	<i>£280,000</i>	<i>£140,000</i>
<i>Clwb Holyhead Hotspurs</i>	<i>Hotspurs FC</i>	<i>£32,537</i>	<i>£24,267</i>
<i>Cynlluniau Cyngor Tref / Town Council Projects</i>	<i>Town Council/ Cyngor Tref</i>	<i>£45,872</i>	<i>£40,000</i>
<i>Cynlluniau Trearddur FC Plans</i>	<i>CSYM/ IACC</i>	<i>£17,194</i>	<i>£14,849</i>
<i>Maes Chware Millbank All-Weather Pitch</i>	<i>CSYM / IACC</i>	<i>£15,795</i>	<i>£15,306</i>
<i>Clwg Gymnasteg Ynys Mon Gymnastics Club</i>	<i>YM Gymnastics Club</i>	<i>£88,103</i>	<i>£41,142</i>
<i>Paratoi Cynlluniau /Facilities Plans</i>	<i>CSYM / IACC</i>	<i>£149,043</i>	<i>£129,162</i>
<i>Canolfan Millbank Community Centre</i>	<i>Ymddiriodolwyr/ Trustees</i>	<i>£468,455</i>	<i>£80,000</i>
<i>Hyfforddi Cymunedol / Community Training</i>	<i>MonCF</i>	<i>£269,032</i>	<i>£89,999</i>
<i>Cynllun Partneriaeth Tirlun CTL / HLF Landscape Partnership Plan</i>	<i>CSYM / IACC</i>	<i>£22,638</i>	<i>£22,638</i>
<i>Cyfleusterau Trearddur Facilities</i>	<i>CSYM / IACC</i>	<i>£32,798</i>	<i>£24,718</i>
<i>Llwybr Ravenspoint Road Coastal Path</i>	<i>CSYM / IACC</i>	<i>£27,400</i>	<i>£23,000</i>
<i>Cynllun Morglawdd / Breakwater Plans</i>	<i>CSYM / IACC</i>	<i>£138,875</i>	<i>£35,000</i>
<i>Troliau Ailgychu /Recycling Trolibocs</i>	<i>CSYM/ IACC</i>	<i>£91,151</i>	<i>£86,166</i>
<i>Offer i'r Anabl / Disabled Sports Hub</i>	<i>CSYM / IACC</i>	<i>£84,941</i>	<i>£20,084</i>

ISLE OF ANGLESEY COUNTY COUNCIL	
<b>COMMITTEE:</b>	<b>Corporate Scrutiny Committee Partnership and Regeneration Scrutiny Committee</b>
<b>DATE:</b>	<b>26<sup>th</sup> &amp; 27<sup>th</sup> June, 2017</b>
<b>PURPOSE OF REPORT:</b>	<b>Nomination of Scrutiny Members to Serve on Panels and Boards</b>
<b>SCRUTINY CHAIR(S):</b>	<b>Councillors Aled Morris Jones &amp; Gwilym Owen Jones</b>
<b>PORTFOLIO HOLDER(S):</b>	<ul style="list-style-type: none"> <li>• <b>Councillor Llinos Medi (Leader, Social Services &amp; Housing)</b></li> <li>• <b>Councillor R Meirion Jones (Education, Youth, Libraries &amp; Culture)</b></li> <li>• <b>Councillor John Griffith (Finance)</b></li> <li>• <b>Councillor Dafydd Rhys Thomas (Corporate)</b></li> </ul>
<b>HEAD OF SERVICE:</b>	<b>Not Applicable</b>
<b>REPORT AUTHOR</b> <b>Tel:</b> <b>E-mail:</b>	<b>Anwen G Davies (Interim Scrutiny Manager)</b> <b>01248 752578</b> <a href="mailto:AnwenDavies@ynysmon.gov.uk">AnwenDavies@ynysmon.gov.uk</a>

## 1.0 RECOMMENDATIONS

### R1: Membership of Panels

**Both Scrutiny Committees** are requested to nominate:

- 1 Member to serve on the **Children’s Services Improvement Panel**
- 2 Members to serve on the **Finance Scrutiny Panel**
- 4 Members to serve on the **School Progress Review Scrutiny Panel**
- 1 Member to serve on the **Corporate Parenting Panel**

### R2: Membership of Corporate Programme Boards

- Corporate Scrutiny Committee is requested to nominate 1 Member to serve on the **Governance and Business Process Transformation Programme Board** ensuring that a deputy is also nominated to attend board meetings when the nominated Member is unable to attend

- Partnership and Regeneration Scrutiny Committee is requested to nominate 1 Member to serve on the **Partnerships, Communities & Service Improvement Transformation Programme Board** again, ensuring that a deputy is also nominated to attend board meetings when the nominated Member is unable to attend.

**R3: Membership of Service Programme / Project Boards**

To nominate 1 scrutiny Member to serve on each of the programme / project boards referred to in section 3 below.

**R4: Corporate Safeguarding Board**

To note that the Chair of the Corporate Scrutiny Committee will serve on the Corporate Safeguarding Board.

**R5: Reporting Arrangements**

To note the reporting arrangements as outlined in section 4 below.

## 2.0 BACKGROUND

- 2.1 Members will be aware that there are a number of panels and boards which require Scrutiny Member representation.
- 2.2 The terms of reference or scoping documents pertaining to each panel and board are attached (as listed in the table below) in order to assist Members in the selection process.
- 2.3 Members should be aware that the rules governing “Political Balance” do not apply to membership of these panels and boards.

## 3.0 TRANSFORMATION PROGRAMME BOARDS AND SERVICE PROGRAMME BOARDS

- 3.1 **Membership of Boards:** a number of service programme boards have been established to oversee the transformation of individual service projects:

- Schools Modernisation Programme Board
- Adults Transformation Programme Board
- Libraries, Youth and Heritage Programme Board
- Customer Service Excellence Programme Board

These programme boards sit under the two Corporate Transformation Programme Boards namely – the **Governance and Business Process**



## **Transformation Programme Board and Partnerships, Communities & Service Improvement Transformation Programme Board.**

Programme boards were established as a forum to include Members in service level transformation projects and also to create consensus on direction of travel and specific transformation proposals. It is proposed that current membership of the individual programme boards continue as they stand. There will however be a need to plug some gaps in membership, as a result of the recent Elections. It should be noted that Members contribute on these programme boards as individual Members and not as Scrutiny representatives.

### **3.2 Role of Transformation Programme Boards, Service Programme Boards and Scrutiny:**

The relationship between the Boards and Scrutiny is summarised in **APPENDIX 6**.

## **4.0 REPORTING ARRANGEMENTS**

4.1 It is important to establish clear reporting arrangements between the panels and boards and the respective scrutiny committees. The following arrangements are therefore proposed:

- **Children’s Services Improvement Panel** – regular reporting from each panel meeting as a standing item on the agenda of the Corporate Scrutiny Committee
- **Finance Scrutiny Panel** – regular reporting to the Corporate Scrutiny Committee in a manner which reflects key timelines in the budgetary process
- **School Progress Review Scrutiny Panel** – regular reporting to the Partnership & Regeneration Scrutiny Committee, ensuring alignment with the regulatory inspection process
- **Corporate Parenting Panel** – reporting directly to the Executive, in accordance with the Council’s Constitution
- **Corporate Safeguarding Board** – reporting on an annual basis to the Audit and Governance Committee. Matters may be referred to the Corporate Scrutiny Committee as required
- **Transformation Programme Boards** – high level summary on current status of individual transformation work-streams to be submitted to the Corporate Scrutiny Committee on a quarterly basis, as an integral part of the reporting on the Corporate Scorecard. An example of the high level summary and explanatory note is attached (**APPENDIX 7**).

<b>APPENDICES</b>
<b>Appendix 1:</b> Scope and Remit of the Children’s Services Improvement Panel
<b>Appendix 2:</b> Scope of Remit of the Finance Scrutiny Panel
<b>Appendix 3:</b> Terms of Reference of the School Progress Review Panel
<b>Appendix 4:</b> Scope and Remit of the Corporate Parenting Panel
<b>Appendix 5:</b> Corporate Safeguarding Board
<b>Appendix 6:</b> Role of Transformation Boards, Service Programme Boards and Scrutiny
<b>Appendix 7:</b> High level summary and explanatory note on current status of transformation work-streams

Author: Anwen Davies

Job Title: Interim Scrutiny Manager

Date: 12/06/17

## APPENDIX 1

### SCRUTINY PANEL – CHILDREN

#### Scrutiny of Children's Services

Keeping vulnerable children and young people safe is a critically important role and one that requires the Council and partners to work together effectively. There has been significant public attention in recent years due to high profile examples where the system has failed vulnerable individuals, with tragic consequences.

In reporting poor inspection outcomes, care inspectorates<sup>1</sup> often cite poor scrutiny practices amongst other system failings. Ensuring meaningful and robust scrutiny of policies and also support and / or services available to protect vulnerable children and young people is therefore a key element of the leadership role of Scrutiny members.

#### Our Local Arrangements

The arrangements thus far around the cross-party panel have enabled us to develop a number of important principles that will form a strong foundation going forward as we develop a model for the scrutiny of children's services:

- Development of a model focusing on a smaller group of members
- Members develop a better understanding of children's services
- Members develop a level of expertise
- Encourage good attendance and teamwork

14 recommendations were made by the Care Inspectorate following its recent inspection and one of those recommendations related specifically to political support for children's services, namely:

**"... 8. Strong political and corporate support for children's services must continue to ensure the service improvements needed are prioritised and the pace of improvement accelerated and sustained.. "**

It is therefore a **natural next step** to establish a children's sub-group as a sub-panel of the Corporate Scrutiny Committee. Doing this will ensure the following benefits:

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<sup>1</sup> Care and Social Services Inspectorate Wales; Care Quality Commission (England)

- i. Develop a model of working in children's services which focuses on a smaller group to enable Members to be more involved, to develop a level of subject expertise and to encourage good attendance and teamwork
- ii. Strengthen the capacity of Members to challenge performance by improving the quality of information regarding services and experiences of children and families who receive support and / or services
- iii. Forum to discuss information regarding Service risks, as a basis to inform the forward work programme of the Corporate Scrutiny Committee
- iv. Forum to develop a group of members with the expertise and ownership to lead discussions with regard to children and young people matters in the Corporate Scrutiny Committee
- v. Offer support to the Young People's Champion

### **Proposed scope and remit of the Panel**

**What the Care Inspectorate expects to see in terms of political leadership:**

"That Elected Members have a comprehensive knowledge and understanding of practice and performance to enable them to discharge their responsibilities effectively."

The main role of the children's panel will be to:

1. Monitor and scrutinise in a meaningful and robust way:
  - progress and distance travelled against the service improvement plan published in response to the recent CSSIW inspection
  - quantitative and qualitative performance of the children's services. This to include developing a specific scorecard for children's services

Give specific consideration to monitoring the qualitative aspects of the service and experiences of individuals who receive support and services.
2. Ensure that the voices of children and young people are heard when considering the effectiveness and impact of services
3. Provide assurance to the Corporate Scrutiny Committee on the following elements:
  - adequate, timely progress in delivering the improvement plan
  - quantitative and qualitative performance of support and care services available for children and young people.

## Panel Membership

The core membership of the Panel will include:

- Elected members – an element of continuity of membership is important. Initially, 1 member from both scrutiny committees is proposed and the Portfolio Holder for Housing and Social Services and the Shadow Portfolio Holder along with the Council Leader and the Leader of the Opposition
- Officers – Assistant Chief Executive (Governance and Transformation of Business Processes) and Statutory Director of Social Services, Head of Children’s Services, Scrutiny Manager.

The Panel’s work may require the attendance of other Elected Members (e.g. members of the Executive Committee) and / or officers from other service areas.

## Chairing

At its first meeting, the Panel will elect a Member to chair.

## Frequency of Meetings and Quorum

- **Frequency of meetings** – the panel to be established as a standing panel and therefore to meet regularly in accordance with the timeline for the submission of monitoring reports on Children’s Services improvements to the Corporate Scrutiny Committee
- **Quorum** - this will not apply to the panel.

## Recording meetings and Reporting Arrangements

- It is intended that the Panel be run in the format of a business meeting. The Scrutiny Unit will collate and distribute any papers in preparation for each meeting and provide a list of action points following each meeting
- **Reporting arrangements** - regular reporting by panel members to the Corporate Scrutiny Committee.

## APPENDIX 2

### SCRUTINY PANEL – FINANCE

#### Financial Scrutiny

In the current economic climate, Members need assurance that the Council will make the best use of diminishing resources, particularly financial resources:

*"... Effective scrutiny is even more important as public services respond to the challenges of the global financial situation while continuing to try to improve services. Effective scrutiny can improve the evidence base for decisions on the allocation of resources as well as ensuring that decisions are transparent and are made in accordance with the needs of the local community..."<sup>2</sup>*

"How can we add value?" is the key question to be asked in terms of financial scrutiny and "how can we demonstrate that value is added at each stage of the financial process?" In this context, consideration should be given to the following issues:

- The process of setting the budget itself
- Determining priorities among competing demands
- Effective use of funds
- How financial monitoring and management takes place.

Financial scrutiny is much more than adding value to the decisions of the Executive alone. It is about ensuring that a proper scrutiny process forms part of the planning, implementation and follow up on key decisions that have an impact on taxpayers and local communities. As such, effective Scrutiny can:

- Challenge effectively
- Hold decision makers to account; and
- Assist the Executive to develop a robust budget for the forthcoming year.

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<sup>2</sup> Good scrutiny? Good question! Improvement study Auditor General Wales: Scrutiny in Local Government, May 2014. Also, raising the stakes – financial scrutiny in challenging times. A guide for Welsh local authorities (Centre for Public Scrutiny, June, 2014)

## Our Local Arrangements

The scrutiny of the process of establishing the Council's annual budget has developed and matured over the past 2 years laying the foundations for a better, more strategic process based on outcomes and good practice. In fact, the process allowed for a more systematic path with regard to financial scrutiny, which is an essential component of sound financial management and governance.

The scrutiny work carried out by the scrutiny panel on realising efficiencies for 2014/15 and 2015/16 was also a positive development in our financial scrutiny arrangements, through:

- Development of a model focusing on a smaller group
- Members developing a level of expertise
- Encouraging good attendance and teamwork

Our financial scrutiny is now emerging as a potential model of good practice.

It is therefore a **natural next step** to establish a children's sub-group as a sub-panel of the Corporate Scrutiny Committee. Doing this will ensure the following benefits:

- Developing a model of working on finance matters focusing on a smaller group to enable Members to become more involved, develop a level of subject expertise, encourage good attendance and teamwork
- Forum to discuss information regarding the Council's financial risks, as a basis to inform the forward work programme of the Corporate Scrutiny Committee
- To free up space on the agendas of the Corporate Scrutiny Committee meetings in order to ensure scrutiny of transformational and strategic matters
- Forum to develop a group of members with the expertise and the ownership to lead financial discussions in the Corporate Scrutiny Committee.

## Proposed scope and remit of the Panel

Topic	Work programme	Timeline
<b>Induction</b>	Induction of Panel members	June
<b>Quarterly monitoring of the Revenue and Capital Expenditure</b>	Scrutiny of expenditure against budget profile	Quarterly

Topic	Work programme	Timeline
<b>The forthcoming year's budget</b>	Sharing information on financial risks to the Council in order to inform the forward work programme of the Corporate Scrutiny Committee	June
	Draft budget - the mechanics and process of the financial settlement	Summer
	Overview of the position regarding efficiencies	Autumn
	Scrutinise the risks of proposed efficiency savings	
	Scrutinise how achievable the proposals are	
	Scrutinise the Council Tax level for the following year	
<b>Medium Term Financial Plan</b>	Scrutinise the principles and assumptions	Summer
<b>Debt Management</b>	Scrutiny of debt management performance (to include collection rates)	To be confirmed (dependent on availability of information produced regionally)
<b>Business Tax Relief Policy</b>	Scrutinise the principles and assumptions	To be confirmed (on off piece of work)
<b>HRA Business Plan</b>	Scrutinise the principles and assumptions	January
<b>Council balances and reserves</b>	Questioning and scrutiny	Timeline to be agreed by the Panel



## Panel Membership

The core membership of the Panel will include:

- Elected members - 2 members from both committees
- Officers - Head of Resources and S151 Officer, Accountancy Services Manager, Revenues and Benefits Service Manager, Scrutiny Manager

The Panel's work will possibly require the attendance of other Elected Members (e.g. members of the Executive Committee) and / or officers from other service areas.

## Chairing

At its first meeting, the Panel will elect a Member to chair.

## Frequency of Meetings and Quorum

- **Frequency of meetings** – the panel has been established as a standing panel to consider the breadth of financial issues which are summarised in the table above. The panel will therefore meet regularly, in accordance with the schedules of the Council's budgetary processes
- **Quorum** – this will not apply to the panel.

## Recording meetings and Reporting Arrangements

- It is intended for the panel to run in the format of a business meeting. The Scrutiny Unit will collate and distribute any papers in preparation for each meeting and provide a list of action points following each meeting
- **Reporting arrangements** - regular reporting by panel members to the Corporate Scrutiny Committee.

## **APPENDIX 3**

### **TERMS OF REFERENCE OF THE SCHOOL PROGRESS REVIEW PANEL**

The purpose of this document is to set the overall terms of reference of the School Progress Review Panel (Panel).

#### **1.0 BACKGROUND**

- 1.1 The Panel was established on the 21 November 2012 by the Education and Leisure Scrutiny Committee. It arose from recommendations made by Estyn on the quality of education services for children and young people on Anglesey.
- 1.2 The Head of Learning and Senior School Standards and Inclusion Manager provides guidance to the Panel about schools that may be appropriate to invite to appear before it. The criterion used to select schools is based on the national school categorisation framework, school performance and Estyn reports and the aim is to have a good mix of small, medium, large and primary/secondary schools. It is emphasised that the decision as to which school is invited to appear before it lies solely with the Panel.
- 1.3 The Panel can invite schools to reappear before them if there are matters that need to be revisited at a later date.

#### **2.0 ROLE OF THE PANEL**

- 2.1 To improve performance of all schools on Anglesey by providing robust challenge on individual school's performance.
- 2.2 To encourage the sharing of good practice between schools, taking on board lessons learnt and individual school's experience.
- 2.3 To enhance local members knowledge about key performance drivers and challenges that face schools on Anglesey.
- 2.4 To give confidence to the Senior Leadership Team, Scrutiny, Council Executive and regulators that school performance is being monitored by members.
- 2.5 To assist the learning Service with overall educational programmes and projects and increase knowledge of joint working arrangements between the Council and GwE (School Effectiveness and Improvement Service for North Wales) to raise standards.

#### **3.0 PROCESS AND REPORTING ARRANGEMENTS**

- 3.1 To receive reports by the Head of Learning and Senior School Standards on individual school performance.

- 3.2 To receive reports by relevant school challenge and support advisor (GwE) on individual school performance.
- 3.3 To receive reports from head teachers on school performance together with procedures adopted that have led to improved performance.
- 3.4 To make recommendations or raise any issue of concern to the attention of the Head of Learning and relevant Portfolio Holder where necessary.
- 3.5 To escalate matters to scrutiny where necessary.
- 3.6 To submit progress reports to the Partnership and Regeneration Scrutiny Committee each calendar year.

#### **4.0 MEMBERSHIP**

- 4.1 The Panel to consist of 8 members (the Partnership and Regeneration Scrutiny Committee to nominate 4 members and the Corporate Scrutiny Committee to nominate 4 members).
- 4.2 If any nominated member resigns from the Panel or is no longer able to stay as a member on the Panel (for whatever reason), the parent scrutiny committee will nominate another member as a replacement.

#### **5.0 FREQUENCY AND ADMINISTRATION**

- 5.1 The Panel will aim to consider the performance of 10 schools in each calendar year.
- 5.2 All Panel meetings will have a written agenda with members having the opportunity to propose agenda items in advance of the meeting.
- 5.3 All Panel meetings will have minutes taken consisting of a summary record of key discussion points and any actions agreed.
- 5.4 The Panel does not require a minimum number of members in attendance to proceed, but serious consideration be given to adjourning the meeting if fewer than three members are in attendance.

#### **6.0 REVIEW OF TERMS OF REFERENCE**

- 6.1 The Terms of Reference will be reviewed annually by the Panel. Any proposed changes to be submitted to the Partnership and Regeneration Scrutiny Committee for formal approval.

## **APPENDIX 4**

### **CORPORATE PARENTING PANEL**

#### **FUNCTION AND REMIT**

1. To ensure continued high standards within the public care system for looked after children and within services commissioned in the private sector.
2. To receive management information related to the profile of children looked after and those receiving services as care leavers, to include children and young people placed within the Isle of Anglesey by other local authorities and children and young people placed by Anglesey County Council in other local authority areas [i.e. out of county placements]. Also to include receipt of quarterly reports from the Reviewing Officer and the Fostering Service.
3. To monitor and receive reports on the development of relevant services for children looked after and care leavers on the Island. This to include stability and extension of placement choice.
4. To improve co-ordination of services for children looked after and care leavers; to monitor the Service Improvement Plan [Care Leavers] and receive minutes of the Multi-Agency Care Leavers Planning Group as a designated sub-group of the Panel.
5. To monitor outcomes for children looked after in respect of their health and educational attainments and ensure that related targets are met.
6. To ensure that member visits reports to residential children's homes are considered and acted upon and to monitor the effective implementation of the members' rota.
7. To ensure that reports upon the views and aspirations of children looked after and care leavers are provided by the Advocacy and Children's Rights Service and are acted upon.
8. To deliver support/training to elected members within the context of children's services in partnership with the Central Training Unit.
9. In exceptional circumstances, to consider individual cases of public concern which present particular challenges and difficulties to the local authority as a whole at the discretion of the Chair.
10. To learn and to benefit from examples of good practice in other authorities.

## **APPENDIX 5**

### **Corporate Safeguarding Arrangements Board of Isle of Anglesey County Council Coordinating Safeguarding Arrangements**

#### **Terms of Reference**

**Intention:** Ensure that the Isle of Anglesey County Council has arrangements in place for guaranteeing that the Council's services discharge their duties in accordance with legal requirements and the Council's policies and the Procedures for the Protection of Children and Vulnerable Adults ('at risk') under the Social Services and Well-being (Wales) Act 2014.

#### **1) Membership:**

##### **Assistant Chief Executive / Director of Social Services (Chair)**

Responsibility - Ensure corporate overview and accountability and facilitate the solving of difficulties and maximising opportunities to promote good practice.

##### **Heads of Adults and Children's Services**

**Head of Education**

**Head of Democracy and Legal**

**Head of Human Resources**

**Head of Housing Service**

**Head of Economic Development and Regulated Services**

**Service Manager - Safeguarding and Quality Assurance Service**

**Leader of the Council**

**Portfolio Holder – Social Services**

**Chair of the Scrutiny Committee**

Other officers and/or partners will be invited depending on the work programme and agenda

#### **2) Accountability:**

A report will be submitted annually to the Principal Scrutiny Committee through the Portfolio Member for Social Services.

Findings from the reporting procedure will be submitted to the Anglesey and Gwynedd Operational Safeguarding Group (Children and Adults) and the regional safeguarding boards for children and adults.

### 3) **Frequency of Meetings:**

Every two months in order to:

- i) Ensure that the Council's work programme (within the Three Year Plan) meets safeguarding requirements and priorities and
- ii) To review progress.

Additional meetings may be held depending on the work programme.

### 4) **Task Groups:**

Establish specific task groups with the authority of the Corporate Director.

### 5) **Remit:**

- Ensure that the Council's guideline and policies are up to date and meet the Welsh Government's expectations and the Council's priorities.
- Promote good practice and a culture of continuous learning, and contribute towards and influence practice locally and nationally.
- Identify and ensure compliance with the Council's policies;
- Promote the safety of children and adults in key areas such as:
  - a. The appointment and evaluation of staff (DBS/reference)
  - b. Disciplinary procedures with specific reference to situations where there are considerations in relation to the safeguarding of children and adults and allegations against professional staff.

## 6. **Administration**

**Administrative support is provided by the Social Services for arranging and coordinating meetings. The agenda and papers for the meetings will be organised by the Safeguarding Service Manager in consultation with the Chair and the Head of Children's Services.**

**The agenda and the papers (bilingual if possible) will be circulated to the members of the Board at least 7 days before the meeting. The minutes will be circulated within 10 working days of the meeting.**

**Approved: January 2015**

**Review: April 2016**

## APPENDIX 6

### Role of Corporate Transformation Boards, Service Programme Boards and Scrutiny

1.1. The aim of the **Corporate Transformation Programme Boards** is as follows -

- To provide visible leadership to drive change and improvement within the Island to deliver the priorities of the Corporate Plan
- To drive forward corporate change programmes and projects, ensuring key deliverables are being realised against Programme and Project timelines.
- To realise the benefits of the Corporate Plan, underpinned by the 6 key themes
- To coordinate and provide leadership to the overall programme of change programmes and projects
- To ensure, with support from the Programme Manager and support team, that individual change programmes and projects within the Council are managed, delivered and monitored according to expectations, taking on board lessons learnt and sharing good practice
- To give confidence to the Senior Leadership Team, Scrutiny, Council Executive, regulators (i.e. external inspections/audits and internal audits) and employees throughout the Council, on the progress of the Corporate Plan and individual change programmes and projects, ensuring transparent, accessible and timely communications **thereby providing opportunities through the Chair for the identification of areas where the role of Scrutiny can add value either within the Boards, or through the Scrutiny process**

1.2 The **Service Change Programme Boards** aims to –

- Scope and prioritise, with support from the Head of Service, the range of change programmes and projects arising annually from Service Business Planning cycle and mid-cycle
- Receive reports from the Programme / Project Manager on the –
  - progress,
  - significant risks and
  - required investment of change programmes and projects
- Send reports and make recommendations to the Senior Leadership Team (and thereafter Executive) on the progress, risks and required investment of change programmes and projects
- Provide visible leadership and commitment to the implementation of the service transformation strategy amongst staff and partnership organisations
- **To provide opportunities through the Chair for the identification of areas where the role of Scrutiny can add value within the Board**

1.3. The role & aim of having **Scrutiny Representation** on the Corporate and Service led programme boards therefore is to:

- Identify through the Chair of the said board any element of work that would be appropriate for further scrutiny support to assist the expected progress.
- The Scrutiny function thereafter could / should assist and support areas of work which are needed to progress matters apace or catch up with original project / programme timelines



## APPENDIX 7

Programme Summary Update - quarterly

This document is contained within the quarterly scorecard monitoring report which is presented to the Corporate Scrutiny Committee every quarter to provide a brief high-level update as to the status of work which is applicable and reports to both the -

- ***Governance & Business Process Transformation Programme Board and the***
- ***Partnerships, Communities & Service Improvement Transformation Programme Board***

It is envisaged that new projects and programmes emanating from the new Corporate Plan will be included within the report with the intention that members of both the Corporate Scrutiny Committee and the Executive have a full and comprehensive high-level understanding of the Council's achievements against its objectives and timelines.

The key ragging for the said document is as follows –

RAG:

Completed

Project has been completed

On Track

Project is developing as expected and is on track

Behind Schedule

The Project needs key decisions / support

Late

The project is late and is falling behind expected timelines

White

The Project has not started to date

Programme/Project	Related Projects	RAYG and brief Update
<a href="#">Modernising Schools</a>	Llannau Area	External structure of the building has been completed.
	Holyhead Area	The project continues to develop well and is on time.
	Bro Rhosyr and Bro Aberffraw	Full Business Case approved in principal by WG
	Llangefni Area	Report on consultation going to Executive July 17
<a href="#">Adult Social Care</a>	Llangefni Extra Care	The work of preparing the site for construction continues on the former site of Ysgol y Bont. Regular meetings of the Hafan Cefni Working Group are being held. Construction is expected to be completed by Summer 2018.
	Amlwch Extra Care	The work on the Amlwch area is now at a Pause and Review stage until 2018
	South of the Island Extra Care	Holistic considerations for a new area are being considered by the Board
	Garreglwyd - EMI	
	Supported Living	Further confirmation of the project's risk strategy is needed as well as re-assessment of the related financial situation
	Re-tendering of Home Care Services	
	Outsourcing Warden Services	
<b>Transformation of Libraries, Youth Services, Museums and Culture</b>	<b>Transformation of Museums and Culture</b>	A revised timetable has been agreed by the Libraries, Culture and Youth Transformation Board on the 20/12/16
	<b>Remodelling of Library Service</b>	A revised timetable has been agreed by the Libraries, Culture and Youth Transformation Board on the 20/12/16 – new model in place by January 2018
	<b>Review of Youth Services</b>	The report on the proposed remodelling of the Youth Service was presented to the Executive Committee in February 2017 with decision on revised model taken.
<a href="#">Leisure</a>		
<b>Energy Island</b>		The programme has been invited to the Board in January 2017 to provide an update on the program's future

<b>Vibrant and Viable Places (VVP)</b>		Moving forward well as a whole. Some risks have been recognized as detailed below with the Market Hall project
<a href="#"><u>Market Hall</u></a>		Anticipated 4 week delay (out of a 92.5 week programme) due to unforeseen delays related to difficult ground conditions. Phase 1 works underway with Phase 2 tender documents nearing completion with an anticipated issue by late July.
<b>Local Development Plan (LDP)</b>		
<b>Destination Management Plan (DMP)</b>		The Destination Management Plan has been adopted by the Executive. There needs to be a better understanding of what is expected from the Council regarding its realization
<b>Single Status</b>		
<b>Resource Link – Northgate (HR)</b>		
<b>Customer Service Excellence</b>		
<b>Procurement</b>		
<b>Energy Efficiency</b>		
<a href="#"><u>Business Continuity</u></a>		
<a href="#"><u>ICT Strategy</u></a>		
<b>Modernise and Co-ordinate the benefits advice service</b>		
<a href="#"><u>WCCIS</u></a>		
<a href="#"><u>Policy Management</u></a>		

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## **PARTNERSHIP AND REGENERATION SCRUTINY COMMITTEE WORK PROGRAMME 2017/2018**

Chair: Councillor Gwilym O Jones

Vice- Chair: Councillor Robert Llewelyn Jones

The table below is the Partnership and Regeneration Scrutiny Committee Work Programme from May 2017 to May 2018. 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](mailto:gwrce@anglesey.gov.uk)

Date of Meeting	Item	Purpose	Location /Start Time
<b>31 May 2017</b>	Election of Chair of the Committee	To appoint Chairperson	Committee Room 1 / 3.30pm
	Election of Vice-Chair for the Committee	To appoint Vice-Chairperson	
<b>27 June 2017</b>	Annual Report of Communities First	Monitoring Performance	Committee Room 1 / 2pm
	Vibrant and Viable Places Programme	Information / monitoring performance	
	Membership of Panels and Boards	Nominate Members	
<b>5 September 2017</b>	Annual Report of the Community Safety Partnership	Monitoring Performance	Committee Room 1 / 2pm
	Public Services Board (developing Anglesey and Gwynedd Well - Being Plan)	Monitoring performance /policy development	
	Gypsy and Traveller Sites (Update) to be confirmed)	Monitoring performance	
	School Progress Review Panel (Update)	Monitoring performance	
<b>14 November 2017</b>	Joint working with Betsi Cadwaladr University Health Board	Monitoring performance	Committee Room 1 / 2pm
	Transformation of Culture Services	Pre-decision	
<b>6 February 2018</b>	Annual Report – Anglesey Schools Performance 2016-2017	Monitoring performance	Committee Room 1/ 2pm
	GwE - Annual Report 2016 / 2017	Monitoring performance	
	School Progress Review Panel (Update)	Monitoring performance	
<b>10 April 2018</b>	To be confirmed	To be confirmed	Committee Room 1/ 2pm

Additional proposed Items for inclusion: Environmental Enforcement Trial (Dog Fouling)-Update, Community Health Council and Monitoring of Partnerships in 2017/2018.