

Public Document Pack



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Mrs Annwen Morgan
Prif Weithredwr – Chief Executive

CYNGOR SIR YNYS MÔN
ISLE OF ANGLESEY COUNTY COUNCIL
Swyddfeydd y Cyngor - Council Offices
LLANGFNI
Ynys Môn - Anglesey
LL77 7TW

Ffôn / tel (01248) 752500
Ffacs / fax (01248) 750839

RHYBUDD O GYFARFOD	NOTICE OF MEETING
PWYLLGOR GWAITH	THE EXECUTIVE
DYDD LLUN 22 MAWRTH 2021 10.00 o'r gloch	MONDAY 22 MARCH 2021 10.00 am
CYFARFOD RHITHWIR (AR HYN O BRYD NID OES MODD I'R CYHOEDD FYNYSYCHU'R CYFARFOD)	VIRTUAL MEETING (AT PRESENT MEMBERS OF THE PUBLIC ARE UNABLE TO ATTEND)
Swyddog Pwyllgor	Ann Holmes 01248 752518 Committee Officer

AELODAU/MEMBERS

Plaid Cymru/Party of Wales

Llinos Medi Huws, Carwyn Jones, R Meirion Jones, Alun W Mummery, Robert G Parry, OBE, FRAGS, Robin Wyn Williams

Annibynnol/Independent

Richard Dew, Dafydd Rhys Thomas, Ieuan Williams

COPI ER GWYBODAETH / COPY FOR INFORMATION

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

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

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

At present this Committee is not being webcast live. A recording of the meeting will be made available on the Council's website as soon as possible.

A G E N D A

1 DECLARATION OF INTEREST

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

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

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

3 MINUTES (Pages 1 - 16)

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

- 15 February 2021
- 1 March 2021 (Budget)

4 THE EXECUTIVE'S FORWARD WORK PROGRAMME (Pages 17 - 26)

To submit a report by the Head of Democratic Services.

5 SCORECARD MONITORING REPORT- QUARTER 3, 2020/21 (Pages 27 - 38)

To submit a report by the Head of Profession, HR and Transformation.

6 DAVID HUGHES CHARITABLE ESTATE AND ANGLESEY FURTHER EDUCATION TRUST ANNUAL REPORT AND ACCOUNTS 2019/20 (Pages 39 - 62)

To submit a report by the Director of Function (Resources)/Section 151 Officer.

7 INDEPENDENT SECTOR CARE HOME FEES FOR 2021/22 (Pages 63 - 68)

To submit a report by the Interim Head of Adults' Services.

8 ENABLING THE ISLE OF ANGLESEY COUNTY COUNCIL TO TRANSITION INTO A CARBON NEUTRAL ORGANISATION BY 2030 - DELIVERING A NEW CORPORATE CLIMATE CHANGE PROGRAMME (Pages 69 - 120)

To submit a report by the Deputy Chief Executive.

9 FUTURE OF THE LLANGEFNI GOLF COURSE (Pages 121 - 202)

To submit a report by the Interim Head of Regulation and Economic Development.

10 STATEMENT OF LICENSING POLICY 2021 – 2026 (Pages 203 - 238)

To submit a report by the Interim Head of Regulation and Economic Development.

11 HOUSING SUPPORT GRANT DELIVERY AND COMMISSIONING PLANS

At present this Committee is not being webcast live. A recording of the meeting will be made available on the Council's website as soon as possible.

2021/22 (Pages 239 - 248)

To submit a report by the Head of Housing Services.

12 **SOCIAL SERVICES IMPROVEMENT PLAN PROGRESS REPORT** (Pages 249 - 258)

To submit a report by the Director of Social Services and the Interim Head of Adults' Services.

This page is intentionally left blank

THE EXECUTIVE

Minutes of the virtual meeting held on 15 February, 2021

- PRESENT:** Councillor Llinos Medi (Chair)
Councillor Ieuan Williams (Vice-Chair)
- Councillors Richard Dew, Carwyn Jones, R. Meirion Jones, Alun Mummery, R.G. Parry, OBE FRAgS, Dafydd Rhys Thomas, Robin Williams
- IN ATTENDANCE:** Chief Executive
Director of Function (Resources) & Section 151 Officer
Director of Function (Council Business)/Monitoring Officer
Director of Education, Skills and Young People
Head of Housing Services
Head of Democratic Services
Committee Officer (ATH)
- APOLOGIES:** Mr Dylan Williams, Deputy Chief Executive
- ALSO PRESENT:** Councillors Glyn Haynes, Kenneth Hughes Trefor Lloyd Hughes, MBE, R. Llewelyn Jones, Dafydd Roberts, Mr Gareth Wyn Williams (Local Democracy Reporter)
-

The Chair welcomed all those present to the meeting and introductions were made.

1. DECLARATION OF INTEREST

No declaration of interest was made.

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

None to report.

3. MINUTES

The minutes of the previous meetings of the Executive held on 18 January, 2021 and 25 January, 2021 were presented for the Executive's approval.

It was resolved that the minutes of the previous meetings of the Executive held on 18 January, 2021 and 25 January, 2021 be approved.

4. THE EXECUTIVE'S FORWARD WORK PROGRAMME

The report of the Head of Democratic Services incorporating the Executive's Forward Work Programme for the period from March, 2021 to October, 2021 was presented for consideration and the following changes were noted -

- New Items –
 - Item 9 – Fees and Charges - for the 1 March, 2021 meeting

- Item 13 – Schools’ Modernisation Llangefni Area - *originally for the 1 March, 2021 meeting but since the Work Programme was published a request has been received to re-schedule the item to a meeting later in March on a date to be confirmed.*
- Item 22 – Progress Report from the Social Services Panel – for the 22 March, 2021 meeting.
- Rescheduled Item
 - Item 21 – Housing Revenue Account (HRA) Business Plan rescheduled from the 1 March, 2021 meeting to the 22 March, 2021 meeting.

It was resolved to confirm the Executive’s updated Forward Work Programme for the period from February to September, 2021 with the additional change outlined at the meeting.

5. HOUSING RENT HRA AND HOUSING SERVICE CHARGES

The report of the Head of Housing Services seeking the Executive’s approval for increases in rent and service charges for 2021/2022 was presented for consideration.

Following a summary introduction by the Portfolio Member for Housing and Supporting Communities, the Head of Housing Services reported that Welsh Government agrees the policy for Social Housing Rents annually and a letter confirming the policy for 2021/22 was received on 30 November, 2020. It advises that all local authorities should use the formula of consumer price index (CPI) +1% with the value of CPI in September being 0.5% i.e. 1.5%. It is proposed that in order to apply the annual rent increase fairly, equally amongst tenants and to ensure that the maximum annual increase threshold amount is not exceeded, the increase is calculated by “current rent + 0.45%” and applied to all tenants. For the tenants that are significantly below the target rent band for this financial year an additional £2.00 per week will be added. This is to ensure that the Authority continues to work towards achieving convergence with other social housing providers. In practice this will mean that for the 1,910 properties that are below the current target rents bands the current rent will be increased by 0.45% + £2.00 per week. For the remaining 1,942 properties that are on current target rent or higher, an increase of 0.45% will be applied. An increase of 13p per week is proposed for garage rent and the proposed weekly service charges for 2021/22 based on 51 weeks collection are as set out in paragraph 3.3 of the report.

During the next financial year the Authority is looking to develop new Council houses with a view to charging Intermediate Rents which is an additional element for 2021/22. These type of properties are affordable housing where the rents are above those of social rented properties but below those of private rented properties and will be allocated under the Tai Teg Allocation Register and not the Common Housing Register; they are for people who do not qualify for social housing but who cannot afford open market rent prices or properties. It is proposed that Intermediate rents are set at 80% of open market rental costs or up to Local Housing Allowance.

Should the proposed rents increases be approved and implemented, the Authority will have 1, 677 properties which remain below target rent and 2,175 properties at target rent.

In considering the proposals, the Executive sought further clarification with regard to the following –

- The level at which Intermediate Rents would be set in the context of the table at paragraph 6.3 of the report which provides information for Anglesey with regard to social

rent, average private rented sector rent and local housing allowance for 1, 2, 3 and 4 bedroom properties.

The Head of Housing Services clarified that for an open market rental property with for example a monthly rent of £600, the Authority would charge £480 intermediate rent on the property providing that that charge is not higher than the Local Housing Allowance and on the basis that if circumstances change the family renting the property would be eligible for Housing Benefit which would cover the higher level of rent.

- With regard to the reference to average Private Rented Sector (PRS) rents in the table, the process by which open market rents are set.

The Head of Housing Services clarified that property companies such as Zoopla research the market and use market data to work out the average private rents for different areas.

- The timeline for bringing the properties that remain under target rent to target level and whether the Authority is working systematically to do so.

The Head of Housing Services advised that had the system remained unchanged from last year the Authority would have attained rent convergence in 2023/24; it is hoped this timeline can still be achieved and that remains the aim.

- Whether Intermediate Rent properties involve equity sharing or are rent only properties and remain so in perpetuity.

The Head of Housing Services confirmed that whilst Intermediate rent properties are for rent, opportunities do arise to sell equity shares in these properties but subject to a legal condition that if equity shares are sold the Authority has first call on the purchase. If having been bought back by the Authority these properties can again be let as Intermediate rentals.

It was resolved to approve the following –

- **The rent increase in line with Welsh Government target rent based on collection over 51 weeks.**
- **Increasing all rents below current target rent bands by 0.45% + £2.00 per week to continue working towards rent convergence.**
- **Increasing all rents on target or higher by 0.45%.**
- **An increase of 13p per week for the rent of all garages.**
- **That the service charges costs as noted within section 3.3 of the report be applied to all tenants who receive the relevant services.**
- **The setting of Intermediate Rent Fees at 80% of open market rental costs or up to Local Housing Allowance.**

**Councillor Llinos Medi
Chair**

This page is intentionally left blank

THE EXECUTIVE

Minutes of the virtual meeting held on 1 March, 2021

- PRESENT:** Councillor Llinos Medi (Chair)
Councillor Ieuan Williams (Vice-Chair)
- Councillors Richard Dew, Carwyn Jones, R. Meirion Jones, Alun Mummery, R.G. Parry, OBE FRAGS, Dafydd Rhys Thomas, Robin Williams
- IN ATTENDANCE:** Chief Executive
Deputy Chief Executive
Director of Function (Resources) & Section 151 Officer
Director of Function (Council Business)/Monitoring Officer
Director of Education, Skills and Young People
Head of Profession (HR) and Transformation
Head of Highways, Waste and Property
Head of Housing Services
Head of Democratic Services
Programme, Business Planning and Performance Manager
Committee Officer (ATH)
- APOLOGIES:** None received
- ALSO PRESENT:** Councillors Glyn Haynes, Kenneth Hughes, Trefor Lloyd Hughes, MBE, Aled Morris Jones, G.O. Jones, R. Llewelyn Jones, Bryan Owen, Dafydd Roberts, Communications Officer (GJ), Public Relations Officer (LJ), Scrutiny Officer (SR), Mr Gareth Wyn Williams (Local Democracy Reporter)
-

The Chair extended a warm welcome to all those present at this virtual meeting of the Executive. She referred with sadness to the absence of Mr Fôn Roberts, Interim Director of Social Services because of a family bereavement and she extended her own and the Executive's condolences to Mr Roberts. In doing so she expressed sympathy with all those on the Island who had lost family or friends in recent months.

1. DECLARATION OF INTEREST

Councillor Ieuan Williams declared a personal interest with regard to item 10 on the agenda in his capacity as Chief Executive of Cwmni Cynnal.

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

None to report.

3. REVENUE BUDGET MONITORING QUARTER 3 2020/21

The report of the Director of Function (Resources)/Section 151 Officer setting out the financial performance of the Council's services at the end of Quarter 3 of the 2020/21 financial year was presented for the Executive's consideration.

Councillor Robin Williams, Portfolio Member for Finance reported that the 2020/21 financial year has been exceptional because of the Coronavirus pandemic which has had a significant impact on the normal delivery of the Council's services. As such the financial performance does not reflect what would happen in a normal year. The net revenue budget for 2020/21 was £142.146m and based on information at the end of Quarter 3, a year-end underspend of £1.472m is projected. In welcoming the forecast underspend on service and corporate budgets the Portfolio Member cautioned that the situation may yet change in Quarter 4.

The Director of Function (Resources)/Section 151 Officer highlighted amendments to the report at Appendix B viz. Total Corporate Finance under the Estimated Outturn 31 March, 2021 at Q3 column should read as an overspend (not underspend) of £160k and the Total for service budgets for 2020/21 under the same column should read as an underspend of £1.906m (not £1.746m). The Director of Function referred to the main budget variances which included those service areas particularly affected by Covid 19 for example Central Education where the closure of schools has led to reduced or no demand which has contributed to the overall underspend. He highlighted current risks and assumptions in relation to individual services specifically with regard to Children and Families' Services and Adults' Services wherein the demand which has likely been suppressed during lockdown, could increase when society reopens and normal service delivery is resumed.

The Council's financial position has been greatly helped by the significant support provided by Welsh Government without which the forecast outturn would be a sizeable overspend. Details of Welsh Government's Covid-19 grant funding to date are provided in section 9 of the report and this covers expenditure incurred by the Council in dealing with the pandemic and compensation for loss of income due to pandemic restrictions.

Councillor Dafydd Roberts, Chair of the Finance Scrutiny Panel reported that the Panel in scrutinising the revenue budget performance, had raised concerns about the erosion of the tax base as a result of self-catering properties switching to business rates and the implications for Council Tax income and also the number of ordinary properties converting to self-catering accommodation and the implications for housing on the Island. The Panel had further highlighted the need for ongoing monitoring of the level of demand in Children's Services in order to be alert to any upturn as pandemic restrictions are eased.

The Executive collectively acknowledged the support by Welsh Government which had spared the Council from having to use its reserves to meet Covid-19 related expenditure and pressures, and was grateful for it. The Executive further recognised the additional work and effort put in by the Finance Service's staff in administering and distributing Covid-19 business support grants in the period.

It was resolved –

- **To note the position set out in Appendices A and B to the report in respect of the Authority's performance to date and expected outturn for 2020/21.**
- **To note the summary of Contingency budgets for 2020/21 as detailed in Appendix C to the report.**
- **To note the position of the invest to save programmes in Appendix CH to the report.**
- **To note the position of the efficiency savings for 2020/21 in Appendix D to the report.**
- **To note the monitoring of agency and consultancy cost for 2020/21 in Appendices DD, E and F to the report.**

4. CAPITAL BUDGET MONITORING QUARTER 3 2020/21

The report of the Director of Function (Resources)/Section 151 Officer setting out the financial performance of the Capital Budget at the end of Quarter 3 of the 2020/21 financial year was presented for the Executive's consideration.

Councillor Robin Williams, Portfolio Member for Finance reported that the Covid-19 pandemic has also had an impact on the progress made against the £55.984m capital budget for 2020/21 with a number of projects experiencing delays because of restrictions especially during the initial lockdown period. Activity has since resumed and the profiled budget spent to the end of the third quarter for the general fund is 93%, however only 30% of the annual budget has been spent to date the main reason being that a number of the capital schemes are weighted towards the latter part of the financial year. The Housing Revenue Account has spent 95% of its profiled budget and 39% of the annual budget. Activity against the HRA has been similarly affected by the pandemic with delays to planned maintenance, new build and property acquisition projects. In referring to the capital grant schemes, the Portfolio Member said that he had been assured that none of the grant funding would be lost as a result of slippage on those schemes which the funding supports.

The Director of Function (Resources)/Section 151 Officer advised that the forecast underspend on the 2020/21 capital programme is £22.186m with this being potential slippage into the 2021/22 capital programme. He confirmed that funding for this slippage will also slip into 2021/22 and will be factored in when producing the Capital Strategy and Programme for 2021/22 and the Treasury Management Strategy. He updated the Executive on the status of some of the delayed/underspent schemes including the Gypsy and Traveller temporary stopping site, and Twenty First Century Schools Llangefni New Build and confirmed a delay in the delivery of new vehicles under the new Waste Collection contract. The Capital Programme includes a number of capital grant schemes within the Capital Programme most of which are underway and are progressing. An update on these is provided in section 3.1 of the report.

Councillor Dafydd Roberts, Chair of the Finance Scrutiny Panel confirmed that the Panel had scrutinised the Q3 capital budget progress update report and that an area of concern had been the reducing level of capital receipts as a result of fewer Council assets becoming available to sell which in turn reduces the scope for capital investment beyond that which is supported by Welsh Government funding. The Panel had further noted that a number of schemes are weighted towards the latter part of the year and had asked that consideration be given to recalibrating the capital programme so that expenditure is spread out more evenly throughout the year thereby giving better value for money.

It was resolved to note the progress of expenditure and receipts against the capital budget 2020/21 at Quarter 3.

5. HOUSING REVENUE ACCOUNT BUDGET MONITORING QUARTER 3 2020/21

The report of the Director of Function (Resources)/Section 151 Officer setting out the financial performance of the Housing Revenue Account (HRA) Budget for Quarter 3 2020/21 was presented for the Executive's consideration.

Councillor Robin Williams, Portfolio Member for Finance reported that in March, 2020, the Council agreed a revenue budget for 2020/21 that showed a planned surplus of £7.8m. The capital budget for 2020/21 was £19.1m including allowance for expenditure that was not completed from the 2019/20 capital budget. The combination of both the revenue budget and adjusted capital budget gave a planned deficit of £7.1m which would be funded from

HRA reserves. The HRA is ring-fenced and its reserves cannot be transferred to the General Fund, nor can General Fund reserves be used to fund the HRA.

The Portfolio Member for Finance said that it was important to note that the Council having retained its housing stock, has in the years since then carried out a planned programme of improvements and renewal and has also sought to increase the current stock by buying back former council houses and by delivering new council homes on the Island with a view to continuing to provide people and families in Anglesey with a sustainable supply of housing into the future.

The Director of Function (Resources)/Section 151 Officer advised that the HRA includes both revenue and capital and that the surplus generated by the revenue budget is used for HRA capital expenditure to bring the housing stock up to WQHS, to develop new housing units and/or buy back former council houses. At the end of Quarter 3 the revenue financial position shows an underspend of £238k (compared to £324k at the end of Quarter 2). The forecast for income is £150k below the original budget. Capital expenditure is £360k below the profiled budget (£1.250k at Quarter 2). The forecast expenditure is £8,022k below the budget. The forecast deficit combining both revenue and capital is £8,053k less than the budget compared to a forecast deficit of £6,256k less than the budget at the end of Quarter 2, largely the result of lower than budgeted capital expenditure. This means that there is a forecast surplus of £965k for the year, leaving an HRA reserve of £9,562k available to fund future HRA capital projects. The long term strategy for the HRA is to bring down the balance of the HRA reserve to £1m to £1.5m which is considered sufficient to meet any risks on the account; it is anticipated that this process will begin to take effect next year as the capital plan and housing development plan progress and gather momentum.

It was resolved to note the following –

- **The position set out in respect of the financial performance of the Housing Revenue Account (HRA) for Quarter 3 2020/21.**
- **The forecast outturn for 2020/21.**

6. TREASURY MANAGEMENT STRATEGY STATEMENT 2021/22

The report of the Director of Function (Resources)/Section 151 Officer incorporating the Treasury Management Strategy Statement for 2021/22 was presented for the Executive's consideration.

The Portfolio Member for Finance reported that the report is presented to ensure that the Council is implementing best practice with regard to its treasury management operations in accordance with the CIPFA Code of Practice for Treasury Management.

The Director of Function (Resources)/Section 151 Officer advised that the CIPFA Treasury Management Code and the TM Strategy set the parameters for the Council's borrowing and investment decisions and activities to ensure that in the case of the former, they are affordable and in the case of the latter, that they are prudent. The Statement was scrutinised by the Audit and Governance Committee at its 9 February, 2021 meeting and was accepted without additional comment. In terms of updates to the Statement, there are no proposed amendments to the core principles and policies of the 2020/21 Statement.

The Statement sets out the Council's borrowing position and strategy and at Table 4 shows the impact of the Council's expenditure plans and the Minimum Revenue Provision charge on the Capital Financial Requirement (CFR) and level of external and internal borrowing. The Council is currently maintaining an under-borrowed position which means that the capital borrowing need (CFR) has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure.

Whilst this approach is prudent as investment returns are low and counterparty risk is still an issue that needs to be considered, as part of the strategy the ability to externally borrow to repay the reserves and balances if needed is important. A flexible approach to the choice between internal and external borrowing is needed. The Council will not borrow in advance of its needs in order to profit from the investment of the extra sums borrowed; any decision to borrow in advance will be within the CFR estimates and will be considered carefully having regard to the factors outlined in section 6.4 of the Statement. Opportunities for debt re-scheduling are likely to be few as there remains a large difference between early redemption rates and new borrowing rates.

The Council's investment priorities will be the security of its investments first, liquidity second and return on investment third meaning that the Council will only invest with highly creditworthy counterparties based on credit rating information provided by Link Asset Services, the Council's treasury advisors who use a wide array of information in their creditworthiness services. The Council in its investment policy will have regard to CIPFA and Welsh Government guidance on the management of risk.

The governance arrangements for treasury management is set out in section 8 of the report and include decision making roles and responsibilities and reporting arrangements. The Prudential and Treasury Management indicators against which treasury management activities and performance will be measured are set out in full in Appendix 11 to the report.

It was resolved –

- **To accept and note the Treasury Management Strategy for 2021/22 and to forward the Strategy to the Full Council without further comment.**
- **To note the increase in transaction limits in Appendix 8 (point 4 of the report).**

7. COMMUNITY BASED NON-RESIDENTIAL SOCIAL CARE SERVICES – 2021/2022 FEES AND CHARGES

The report of the Interim Head of Adults' Services which sought the Executive's approval for proposed fees and charges for community based non-residential social care services for 2021/22 was presented for consideration.

The Chair and Portfolio Member for Social Services reported that it is usual practice to review the charges in respect of domiciliary services annually to coincide with Central Government's revision of benefit and pension levels. The report sets out proposed community based non-residential social care fees and charges for 2021/22 in accordance with the Social Services and Well-Being (Wales) Act 2014.

It was resolved to approve the following –

- **Charges for Telecare services as outlined in Table A of the report.**
Tier 1 everyone to pay £49.41
Tiers 2 and 3 everyone to pay £98.42
- **Telecare Annual Charges as outlined in Table B of the report**
Services and Maintenance £117.54
Services only £75.97
One off installation £47.00
- **Rate of Direct Payments at £11.89/hour**

- **To maintain a charge of £10.00 for the administration of Blue Badge requests and replacements as outlined in the report.**
- **To increase the fee for purchasing day care services in independent residential homes by 3% to £35.21**

8. LOCAL AUTHORITY HOMES FOR OLDER PEOPLE – SETTING THE STANDARD CHARGE

The report of the Interim Head of Adults' Service with regard to setting the level of the Authority's Standard Charge for local authority care homes for the year April, 2020 to March, 2021 was presented for the Executive's consideration.

The Chair and Portfolio Member for Social Services reported that Local Authorities are required under Section 22 of the National Assistance Act 1948, to set the Standard Charge for their homes. She referred to the basis for calculating the Standard Charge as outlined in the report and highlighted that based on the table therein, the estimated cost per resident week for the year to 31 March, 2022 is £786.50. The Executive has previously made a decision to increase the fees in line with the actual cost of provision gradually over a 3 year period with 2021/22 being the final year. The fee for 2020/21 was set at £722.21 per week. The recommendation of the report is that given 2021/22 is the final year of the 3 year plan, the fees be set to reflect the full cost of the service i.e. £786.50 per week.

The Director of Function (Resources)/Section 151 Officer advised that the standard fee is that which the Authority is obliged to charge those residents who have the financial means to pay the full cost of their residential care. The running costs for 2021/22 have increased by 1.033%, but due to reduced occupancy levels, the standard charge increases by 3% or £26.12 from £760.38 for 2020/21 to £786.50 for 2021/22. The Executive has sought to bring the fees charged to self-funding clients into line with the cost of provision over a three year period with that due to be achieved in 2021/22. However, that would entail a significant rise in the fee level from £722.21 per week to £786.50 per week. The Executive will need to consider whether it wishes to adhere to the 3 year policy and implement the increase in full to achieve parity between fees and costs in 2021/22 or to extend the timeline by which that is to be achieved and if so, by how much.

The Director of Function (Resources)/Section 151 Office confirmed in response to the Chair and Portfolio Member for Social Services that Welsh Government has raised the savings threshold for paying care home fees meaning fewer people are affected; the decision would therefore apply to in the region of 25 or 30 individuals. The Officer further clarified that extending the 3 year plan by an additional year which the Chair and Portfolio Member for Social Services was minded to propose as reasonable in the circumstances, would because of the numbers involved, have minimal impact on the Budget and the service's income and does not represent a financial risk.

The Chair and Portfolio Member for Social Services therefore proposed that the 3 year plan be extended by one year and that the full cost of provision should not be reflected in the fees for 2021/22. The Executive was in agreement with the proposal. The Director of Function (Resources)/Section 151 Officer confirmed that the one year extension means that the fee level for 2021/22 will be £754.36.

It was resolved –

- **That the standard charge for the Authority's care homes for the financial year 1 April 2021 to 31 March 2022 be set at £786.50 per week.**
- **To defer increasing fees to the full cost of the service for a further year and,**

- **That the full fee per resident per week for the Authority's homes is set at £754.36 per week.**

9. FEES AND CHARGES 2021/22

The report of the Director of Function (Resources)/Section 151 Officer seeking the Executive's approval of the proposed schedule of fees and charges for 2021/22 as appended was presented for consideration.

Councillor Robin Williams, Portfolio Member for Finance reported that a review of fees and charges forms part of the annual budget setting process. The Executive has set an objective that all non-statutory fees and charges are increased by an average of 3% across each individual service. This has allowed Service Heads to increase individual fees by more or less than 3%, but overall, the increase across the service equates to a 3% increase. All statutory fees have been increased by the sum set by the approving body, where the increase has been published. Where the revised charge is not known, the fee is shown as to be confirmed (TBC) and will be updated once the notification of the new fee is received. Fee increases in respect of Social Care are the subject of separate reports.

It was resolved to approve the schedule of fees and charges for 2021/22 as outlined in the booklet presented.

10. MEDIUM TERM FINANCIAL STRATEGY AND BUDGET 2021/22

The report of the Director of Function (Resources)/Section 151 Officer setting out the detailed revenue budget proposals for the Executive's review and agreement was presented. The Executive was asked to make final recommendations to Full Council which would then approve a budget for 2021/22 and set the level of Council Tax and its meeting on 9 March, 2021.

Councillor Ieuan Williams declared a personal interest in the item and did not take part in the voting thereon.

Councillor Robin Williams, Portfolio Member for Finance reported that the final budget proposals represent the last stage in the long process of setting the revenue budget before they are presented to the Full Council. The process has been particularly challenging this year because of the tight timescales with the provisional settlement not received until 21 December, 2020 and the final settlement announcement to be made on 2 March, 2021. The provisional settlement was better than expected and provided the Council with £104.825m up 3.5% in cash terms but adjusted down to 3.4% when grants transferring into the settlement and the effect of the change in the Council's tax base are taken into account. The Executive in its initial proposals in January identified areas in which it was keen to invest and which had come under pressure during the pandemic including Public Protection and Information Technology. It also saw a need to provide for the Council's future skills supply and proposed to reinstate the Professional Trainee Programme. The initial 2021/22 Budget proposal as at 18 January was for a net revenue budget of £147.531m which assumed a 3.75% increase in Council Tax. The foreshortened public consultation on the proposals showed that the majority of respondents were against the proposed Council Tax increase and although the Corporate Scrutiny Committee in its meeting on 16 February supported the budget proposals, there were voices within the Committee that wanted to see a reduced Council Tax increase if possible.

The Portfolio Member said that he was therefore pleased to report that as a result of additional funding by Welsh Government (details provided at section 9.1 of the report) the

final budget proposal for 2021/22 is a net revenue budget of £147.420m, and a reduced Council Tax increase of 2.75% which is the lowest in North Wales and among the lowest in Wales.

The Director of Function (Resources)/Section 151 Officer confirmed in his capacity as Section 151 Officer that the budget proposal is lawful; the budget incorporates a number of assumptions and estimates in terms of likely levels of future income and expenditure meaning there are therefore a number of financial risks inherent in the proposed budget. These are highlighted in section 6 of the report and include the risk that inflation may be significantly higher than provided for in the budget; that the Teachers' pay award from September 2021 onwards may be higher than that allowed for in the budget; that demand in Adults' Services and Children and Families' Services will continue to grow beyond the current levels on which the budget is based and that the continuation of the pandemic may impact income and expenditure to a level not covered by Welsh Government funding support. The Director of Function (Resources)/Section 151 Officer confirmed that he was satisfied that the proposed budget reflects services' current needs and that any additional demand pressures will be met from the general reserves.

As at 31 March, 2020, the Council's general reserves stood at £7.060m which is equivalent to 4.97% of the Council's net revenue budget for 2020/21 (as a general rule of thumb, 5% of the net revenue budget being considered an acceptable level). A projected £1.47m underspend on the 2020/21 revenue budget would increase the balances to £8.53m (5.8% of the 2021/22 proposed net revenue budget) but, having regard to the Executive's initial proposal that £921k of general reserves be used to fund the 2021/22 capital budget, this would reduce the level of general balances back down to £7.609m or 5.16% of the 2021/22 proposed net revenue budget. It is the professional opinion of the Section 151 Officer that the level of general reserves is currently at an adequate level to meet the future financial risks faced by the Council. However, the projected level of reserves is dependent on the realisation of the forecast underspend on the revenue budget; additionally, the pandemic creates a greater level of uncertainty and increased financial risks going forward than would normally be the case. These can be mitigated if Welsh Government continues to support the Council for additional expenditure incurred and for loss of income. The £300k from reserves which was to have funded chrome books for schools (which are now being funded by additional Welsh Government funding) will now be used as a contribution to the revenue budget in 2021/22 to part fund the reduced Council Tax increase meaning that the £300k will have to be made up by savings in 2021/22 – the Director of Function (Resources)/Section 151 Officer confirmed that he was satisfied that the Council has the means to fund the £300k in the next financial year.

Councillor Dafydd Rhys Thomas, Portfolio Member for Corporate Business referred to the public consultation on the budget proposals highlighting that nearly 600 responses were received via electronic means as well as correspondence via e-mail which was encouraging given the circumstances and the curtailed timescale. The Programme, Business Planning and Performance Manager provided a summary of the substance of the responses received which were detailed in Appendix 2 to the report.

Councillor Aled Morris Jones, Chair of the Corporate Scrutiny Committee gave feedback on the Committee's views on the budget proposals (which were not necessarily his own views) and confirmed that following a full discussion at the 16 February meeting and having regard to the outcome of the public consultation, the Committee had by a majority supported the proposals including a proposed 3.75% increase in the Council Tax. During the course of the discussion an alternative proposal for a 2.5% increase in Council Tax had been put forward but did not gain majority support.

Councillor Dafydd Roberts, Chair of the Finance Scrutiny Panel reported that the Panel was of the view that any scope for reducing the Council Tax increase should be looked at and that discounted parking for local residents at seaside car parks could be considered.

In response to a question about the number of residents who have signed up to pay the new £35 charge for green garden waste collection and the projected income from the scheme, Councillor R.G. Parry, OBE FRAGS confirmed that over 2,000 had signed up to the middle of February; information about the charge has been provided and publicity has been undertaken on Facebook; reminders will also be included alongside Council Tax bill notifications later in March. The Director of Function (Resources)/Section 151 Officer advised that the projected income of £350k provided for in the budget is based on other North Wales councils' experiences of providing a chargeable green garden waste collection – Anglesey being the last council in North Wales to introduce the charge; it is estimated that in the region of 30% of households in Anglesey will sign up to the charge i.e. 10,000 households.

The Portfolio Member for Finance clarified that green garden waste collection is not a statutory service and that it is deemed fair to introduce a charge for the service to bring the Council into line with the other local authorities in North Wales.

It was resolved –

- **To note the formal consultation meetings on the budget and the resulting feedback as outlined in Section 3 of Appendix 1 and Appendix 2 to the report.**
- **To agree the final details of the Council's proposed budget as shown in Section 9 of Appendix 1 and Appendix 3 to the report.**
- **To note the Section 151 Officer's recommendation that the Council should be working towards achieving a minimum of £7.3m general balances.**
- **To note the comments made by the Section 151 Officer on the robustness of the estimates made, as set out in section 7 of Appendix 1 to the report.**
- **To recommend a net budget for the County Council of £147.420m and resulting increase in the level of Council Tax of 2.75% (£35.91 – Band D) to the Full Council, noting that a formal resolution, including the North Wales Police and Community Council precepts, will be presented to the Council on 9 March, 2021.**
- **That any differences between the provisional settlement and the final settlement will be adjusted for by using the general contingency which is included in the 2021/22 budget, or by making a contribution to/from the Council's general reserves in order to set a balanced budget.**
- **To authorise the Section 151 Officer to make such changes as may be necessary before the submission of the final proposals to the Council.**
- **To agree that any unforeseen pressures on demand led budgets during the financial year will be able to draw upon funding from the general contingencies budget.**
- **To request the Council to authorise the Executive to release up to £250k from general balances if the general contingencies budget is fully committed during the year.**
- **To delegate to the Section 151 Officer the power to release funding from the general contingency up to £50k for any single item. Any item in excess of £50k not to be approved without the prior consent of the Executive.**
- **To confirm that the level of Council Tax Premium for second homes remains at 35% and for empty homes remains at 100%.**

11. CAPITAL STRATEGY AND CAPITAL PROGRAMME 2021/22 TO 2023/24

The report of the Director of Function (Resources)/Section 151 Officer incorporating the Capital Strategy and Capital Programme for 2021/22 to 2023/24 was presented for the Executive's consideration.

Councillor Robin Williams, Portfolio Member for Finance reported that the revised CIPFA Prudential Code, September 2017 introduces the requirement that all authorities must produce a capital strategy which sets out the long-term context in which capital expenditure and investment decisions are made. This requirement is aimed at ensuring that authorities take capital and investment decisions in line with service objectives and properly take into account stewardship, value for money, sustainability and affordability. The draft capital programme for 2021/22 and funding sources are shown in section 7.1 of the strategy and this will be presented alongside the strategy to the Full Council for approval on 9 March, 2021.

The Director of Function (Resources)/Section 151 Officer advised that the Capital Strategy remains unchanged from last year and sets out the key priorities on how capital expenditure should be spent to help deliver the Council Plan 2017-22. It impacts on and is impacted by the Medium Term Financial Plan, the Treasury Management Strategy, the Annual Revenue Budget and the Annual Capital Programme.

The Executive was advised that the level of capital funding provided by Welsh Government through the General Capital Grant and supported borrowing has remained consistent over a number of years and it is predicted that Welsh Government will keep this level of funding the same or less in future. The strategy is therefore to focus this funding on increasing the life of the Council's ageing assets and keeping up to date with technological upgrades. The Council is however facing a growing challenge to continue maintaining its existing assets with the capital funding it receives and it is becoming increasingly difficult to make the necessary investment in its assets to ensure they remain serviceable. For example, maintaining the Council's school buildings even at their current standard is becoming a challenge and this in turn raises issues about future deterioration and cumulative maintenance backlog costs. The Council is awarded capital grants for specific projects but these usually come with restrictions and in being tied to specific projects, they then limit the choice the Council has with regard to its Capital Strategy.

The Executive in endorsing the Capital Strategy acknowledged the funding constraints on the Council in terms of capital expenditure.

It was resolved to recommend the Capital Strategy for 2020/21 to 2022/23 for the Full Council's approval.

12. FINAL PROPOSED CAPITAL BUDGET 2021/22

The report of the Director of Function (Resources)/Section 151 Officer incorporating the final proposed capital budget for 2021/22 was presented for the Executive's consideration and endorsement.

Councillor Robin Williams, Portfolio Member for Finance reported that in developing the capital budget for 2021/22 a funding shortfall was identified which it is proposed is bridged from the General Balances on the back of the forecast underspend on the 2020/21 Revenue Budget. As with the draft proposals for the 2021/22 Revenue Budget, the draft Capital Programme for 2021/22 was the subject of public consultation and the substance of the responses received is summarised in section 2 of the report. In proposing the capital programme for 2021/22, the Portfolio Member said that he was mindful of the challenges ahead with regard to capital expenditure and resourcing.

The Director of Function (Resources)/Section151 Officer advised the Executive with regard to the changes since the draft Capital Programme was presented in January 2021 as reflected in section 3 of the report the main one being the funding of Chromebooks for schools by external grant rather than by general reserves which has been incorporated within the proposed updated 2021/22 Capital Programme at Table 2. Additionally, the predicted £22m underspend on the current 2020/21 Capital Programme is based on the projected outturn position at the end of Quarter 3. The actual outturn position at the end of Quarter 4 will be reported to the Executive in a separate capital outturn report and any slippage amounts requested to be carried forward to 2021/22 will be subject to the Executive's approval at that stage. Capital grants may also be received after the budget setting process meaning that schemes may be added to the programme and the budget total may therefore change.

Councillor Aled Morris Jones, Chair of the Corporate Scrutiny Committee reported from the Committee's 16 February meeting and he confirmed that following discussion and having regard to the public consultation process the Committee had supported the 2021/22 capital budget proposals.

Councillor Dafydd Roberts, Chair of the Finance Scrutiny Panel reported that the Panel had noted that the public responses to the consultation indicated that there was less support for investment if that leads to increased Council Tax. With regard to the longer term outlook, the Panel was concerned about the condition of the Council's buildings especially its schools and the prospects with regard to investing in them.

It was resolved to recommend the following capital programme for 2021/22 to the Full Council –

	£
2020/21 Schemes Brought Forward	4.000m
Refurbishment/Replacement of Assets	4.137m
New One Off Capital Projects (Priority Projects)	0.780m
New One Off Capital Projects (subject to Funding being available)	0.325m
21st Century Schools	6.600m
Housing Revenue Account	20.313m
Total Recommended Capital Programme	36.155m
Funded By:	
General Capital Grant	2.163m
Supported Borrowing General	2.158m
General Balances	0.291m
General Balances (if sufficient funding available)	0.325m
21st Century Schools Supported Borrowing	2.897m
21st Century Schools Unsupported Borrowing	0.498m
HRA Reserve & In Year Surplus	15.639m

HRA Unsupported Borrowing	2.0m
External Grants	6.184m
2020/21 Funding Brought Forward	4.000m
2021/22 Total Capital Funding	£36.155m

**Councillor Llinos Medi
Chair**

DRAFT

Isle of Anglesey County Council	
Report to:	The Executive
Date:	22 March 2021
Subject:	The Executive's Forward Work Programme
Portfolio Holder(s):	Cllr Llinos Medi
Head of Service / Director:	Lynn Ball Director of Function – Council Business / Monitoring Officer
Report Author: Tel: E-mail:	Huw Jones, Head of Democratic Services 01248 752108 JHuwJones@anglesey.gov.uk
Local Members:	Not applicable

A –Recommendation/s and reason/s
<p>In accordance with its Constitution, the Council is required to publish a forward work programme and to update it regularly. The Executive Forward Work Programme is published each month to enable both members of the Council and the public to see what key decisions are likely to be taken over the coming months.</p> <p>The Executive is requested to:</p> <p>confirm the attached updated work programme which covers April – November 2021;</p> <p>identify any matters for specific input and consultation with the Council's Scrutiny Committees during the Covid-19 emergency whilst taking into account the strategy for committee meetings up to 30 April 2021 endorsed by group leaders on 12 May 2020, which notes the expectations with regard to convening scrutiny committee meetings.</p> <p>note that the forward work programme is updated monthly and submitted as a standing monthly item to the Executive.</p>

* Key:
S = Strategic – key corporate plans or initiatives
O =Operational – service delivery
FI = For information

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

-

C – Why is this a decision for the Executive?

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

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

Yes

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

Not applicable.

DD – Impact on our Future Generations(if relevant)

1	How does this decision impact on our long term needs as an Island	Not relevant.
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom:	
4	Have Anglesey citizens played a part in drafting this way forward? Please explain how:-	
5	Outline what impact does this decision have on the Equalities agenda and the Welsh language	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

E – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	The forward work programme is discussed at Heads of Service meetings ('Penaethiaid') on a monthly basis (standing agenda item). It is also circulated regularly to Heads of Services for updates.
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Procurement	
8	Scrutiny	Under normal circumstances, monthly joint discussions take place on the work programmes of the Executive and the two Scrutiny Committees in order to ensure alignment.
9	Local Members	Not applicable.

F - Appendices:
The Executive's Forward Work Programme: April – November 2021

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

* Key:
S = Strategic – key corporate plans or initiatives
O = Operational – service delivery
FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021



The Executive's forward work programme enables both Members of the Council and the public to see what key decisions are likely to be taken by the Executive over the coming months.

Executive decisions may be taken by the Executive acting as a collective body or by individual members of the Executive acting under delegated powers. The forward work programme includes information on the decisions sought, who will make the decisions and who the lead Officers and Portfolio Holders are for each item.

Page 20 It should be noted, however, that the work programme is a flexible document as not all items requiring a decision will be known that far in advance and some timescales may need to be altered to reflect new priorities etc. The list of items included is therefore reviewed regularly and updates are published monthly.

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

The latest version of the Executive's Forward Work Programme – **which is a live document and subject to change** - is set out on the following pages.

Mae'r ddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh.

* Key:

S = Strategic – key corporate plans or initiatives

O = Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
April 2021						
1	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 26 April 2021	
2	Service Asset Management Plan 2020 – 2030 – Smallholdings Estate	The Executive / Leader of the Council	Highways, Waste and Property Huw Percy Head of Highways, Waste and Property Cllr R G Parry OBE	To be confirmed.	The Executive 26 April 2021	
3	Housing Revenue Account (HRA) Business Plan	The Executive / Leader of the Council	Housing Ned Michael Head of Housing Services Cllr Alun W Mummery	Corporate Scrutiny Committee 12 April 2021	The Executive 26 April 2021	
May 2021						
4	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 17 May 2021	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
June 2021						
5	Welsh Language Standards Annual Report 2020/21 Approval of report.	Portfolio holder with responsibility for the Welsh language.	Council Business	Huw Jones Head of Democratic Services Cyng leuan Williams	To be confirmed	Delegated decision June 2021
6	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 21 June 2021
7	Corporate Scorecard – Quarter 4, 2020/21 (S) Quarterly performance monitoring report.	The Executive / Leader of the Council	Corporate Transformation	Carys Edwards Head of Profession – HR and Transformation Cllr Dafydd Rhys Thomas	Corporate Scrutiny Committee 7 June 2021	The Executive 21 June 2021
8	Revenue Budget Monitoring Report – Quarter 4, 2020/21 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 3 June 2021	The Executive 21 June 2021

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021

	Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
9	Capital Budget Monitoring Report – Quarter 4, 2020/21 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 3 June 2021	The Executive 21 June 2021	
10	Housing Revenue Account Budget Monitoring Report – Quarter 4, 2020/21 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel	The Executive 21 June 2021	
July 2021							
11	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 12 July 2021	
September 2021							
12	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 27 September 2021	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021

	Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
13	Corporate Scorecard – Quarter 1, 2021/22 (S) Quarterly performance monitoring report.	The Executive / Leader of the Council	Corporate Transformation	Carys Edwards Head of Profession – HR and Transformation Cllr Dafydd Rhys Thomas	Corporate Scrutiny Committee 13 September 2021	The Executive 27 September 2021	
14	Revenue Budget Monitoring Report – Quarter 1, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 9 September 2021	The Executive 27 September 2021	
15	Capital Budget Monitoring Report – Quarter 1, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 9 September 2021	The Executive 27 September 2021	
16	Housing Revenue Account Budget Monitoring Report – Quarter 1, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel	The Executive 27 September 2021	

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

The Executive's Forward Work Programme Period: April – November 2021

Updated 10 March 2021

Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
October 2021						
17	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 25 October 2021
November 2021						
18	2022/23 Budget (S) To finalise the Executive's initial draft budget proposals for consultation.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 28 October 2021 Corporate Scrutiny Committee 1 November 2021	The Executive 8 November 2021
19	The Executive's Forward Work Programme (S) Approval of monthly update.	The Executive	Council Business	Huw Jones Head of Democratic Services Cllr Llinos Medi		The Executive 29 November 2021

* Key:
S = Strategic – key corporate plans or initiatives
O =Operational – service delivery
FI = For information

The Executive's Forward Work Programme

Period: April – November 2021

Updated 10 March 2021

	Subject & *category and what decision is sought	Decision by which Portfolio Holder or, if a collective decision, why	Lead Service	Responsible Officer/ Lead Member & contact for representation	Pre-decision / Scrutiny (if applicable)	Date to Executive or, if delegated, date of publication	Date to Full Council (if applicable)
20	Corporate Scorecard – Quarter 2, 2021/22 (S) Quarterly performance monitoring report.	The Executive / Leader of the Council	Corporate Transformation	Carys Edwards Head of Profession – HR and Transformation Cllr Dafydd Rhys Thomas	Corporate Scrutiny Committee 16 November 2021	The Executive 29 November 2021	
21	Revenue Budget Monitoring Report – Quarter 2, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel 11 November 2021	The Executive 29 November 2021	
22	Capital Budget Monitoring Report – Quarter 2, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel	The Executive 29 November 2021	
23	Housing Revenue Account Budget Monitoring Report – Quarter 2, 2021/22 (S) Quarterly financial monitoring report.	The Executive / Leader of the Council	Resources	Marc Jones Director of Function – Resources / Section 151 Officer Cllr Robin Wyn Williams	Finance Scrutiny Panel	The Executive 29 November 2021	

Page 26

* Key:

S = Strategic – key corporate plans or initiatives

O =Operational – service delivery

FI = For information

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	EXECUTIVE COMMITTEE
Date:	22nd MARCH 2021
Subject:	SCORECARD MONITORING REPORT - QUARTER 3 (2020/21)
Portfolio Holder(s):	COUNCILLOR DAFYDD RHYS THOMAS
Head of Service / Director:	CARYS EDWARDS
Report Author:	GETHIN MORGAN
Tel:	01248 752111
E-mail:	GethinMorgan@anglesey.gov.uk
Local Members:	n/a

A –Recommendation/s and reason/s	
1.1	This is the second scorecard report of 2020/21 to be considered due to the external pressures related to our response to the coronavirus pandemic.
1.2	It portrays the position of the Council against its operational objectives as outlined and agreed collaboratively between the Senior Leadership Team / Executive and in consultation with the Shadow Executive.
1.3	The Committee is requested to scrutinise the scorecard and note the areas which the Senior Leadership Team are managing to secure improvements into the future. These can be summarised as follows – 1.3.1 Underperformance is recognised and managed with mitigation measures completed to aide improvement during Q4 and that the SLT diarises discussion related to the indicators currently affected by the coronavirus pandemic to ensure associated risks are managed appropriately.
1.4	The Committee is asked to accept the mitigation measures outlined above.

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

C – Why is this a decision for the Executive?
This matter is delegated to the Executive

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

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

E – Impact on our Future Generations(if relevant)
--

1	How does this decision impact on our long term needs as an Island	<p>The Corporate Scorecard Report gives a snapshot of the KPI performance against the Council Plan’s 3 objectives at the end of each quarter.</p> <p>All 3 objectives, below, consider the long term needs of the Island</p> <ol style="list-style-type: none"> 1. Ensure that the people of Anglesey can thrive and realise their longterm potential 2. Support vulnerable adults and families to keep them safe, healthy and as independent as possible 3. Work in partnership with our communities to ensure that they can cope effectively with change and developments whilst protecting our natural environment <p>The measurement of the KPIs against each objective demonstrates how decisions are making an impact on our current performance.</p>
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	Performance of some KPIs could potentially have an impact on future costs however mitigation measures proposed looks to alleviate these pressures.
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom:	Elements of the work monitored within the Scorecard is undertaken in a collaborative manner with other organisations such as Betsi Cadwaladr University Health Board, Welsh Government, Keep Wales Tidy, Careers Wales, Sports Wales, GWE, amongst others.

4	Have Anglesey citizens played a part in drafting this way forward? Please explain how:-	N/A
5	Outline what impact does this decision have on the Equalities agenda and the Welsh language	N/A

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	This was considered by the SLT and their comments are reflected in the report
2	Finance / Section 151 (mandatory)	No comment
3	Legal / Monitoring Officer (mandatory)	No comment
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Procurement	
8	Scrutiny	The Corporate Scrutiny Committee at its meeting of 8th March, 2021 considered the report on performance monitoring: Corporate Scorecard Qtr3: 2020/21. In light of its deliberations, the Committee resolved as follows: Having considered the report and the updates provided by Officers at the meeting, the Committee resolved to accept the report, to note the areas which the Senior Leadership Team is managing to secure improvements into the future and to recommend the mitigation measures as outlined to the Executive.
9	Local Members	

F - Appendices:
Appendix A - Scorecard Quarter 3

FF - Background papers (please contact the author of the Report for any further information):
<ul style="list-style-type: none"> 2020/21 Scorecard monitoring report - Quarter 2 (as presented to, and accepted by, the Executive Committee in November 2020).

SCORECARD MONITORING REPORT – QUARTER 3 (2020/21)

1. INTRODUCTION

- 1.1. One of the Council's duties under the Wales Programme for Improvement is to make arrangements to secure continuous improvement in the exercise of our services. We are required to put in place arrangements which allow us effectively to understand local needs and priorities, and to make the best use of our resources and capacity to meet them and evaluate the impact of our actions.
- 1.2. Our Council Plan for 2017 to 2022 identifies the local needs and priorities and sets out our aims for the period.
- 1.3. This scorecard monitoring report is used as part of this process to monitor the success of our identified Key Performance Indicators (KPIs), a combination of local and nationally set indicators, in delivering the Councils day to day activities. The report also identifies any mitigating actions identified by the Senior Leadership Team (SLT) to drive and secure improvements. These important business as usual activities have been progressed within the context of the broader coronavirus pandemic. The restrictions and requirements to keep staff and residents safe have influenced the period, some resources and capacity have been redirected, whilst a number of Service areas have faced increased challenges in what is traditionally recognised as a difficult period.
- 1.4. The scorecard (appendix 1) portrays the current end of Q3 position and will (together with this report) be considered further by the Corporate Scrutiny Committee and the Executive during March. The first Scorecard for 2020/21 was suspended whilst the pandemic emergency was managed and as a result this is only the second report of 2020/21 to be considered by those committees due to the external pressures related to our response to the coronavirus pandemic.

2. CONTEXT

- 2.1. The performance monitoring KPIs continue to be aligned to the Councils' three strategic objectives:
 - Objective 1 - Ensure that the people of Anglesey can thrive and realise their long-term potential
 - Objective 2 - Support vulnerable adults and families to keep them safe, healthy and as independent as possible
 - Objective 3 - Work in partnership with our communities to ensure that they can cope effectively with change and developments whilst protecting our natural environment
- 2.2. It has not been possible to publish information for all KPIs on the Scorecard on a quarterly basis due to when the data is collected and analysed. When this is the case, a note will indicate how often the KPI is monitored and when the data will be available for collection, e.g. (annual) (Q4), (termly) (Q3).
- 2.3. It has also not be possible to report on all indicators due to Covid-19 pandemic where some of our day to day activities have been affected due to the national

lockdown and restrictions to the availability of some of our services. Some KPIs which were traditionally collected by the Welsh Government have also been suspended for the same reasons. These have been highlighted in the RAG status column as CV-19 for information.

- 2.4. Targets for this year's Scorecard have therefore been agreed based on previous year's performance and on how the coronavirus pandemic has affected the performance of the indicators this year (i.e. the closure and reduction of some of our services).
- 2.5. Dealing with the Covid-19 crisis has been a significant challenge for the Council - not only in maintaining key front-line services and conducting normal business where possible, but also in ensuring health and safety arrangements are in place to protect the authority's staff whilst providing services.
- 2.6. During Quarter 3, Wales was put into a 2 week national firebreak on the 23rd October and also into a national lockdown (level 4 alert) on the 19th December. These lockdowns had and continue to have an impact on Council Services and some of which are discussed below.

3. CORPORATE HEALTH PERFORMANCE

- 3.1. It is encouraging to note that 88% of the indicators monitored are continuing to perform well against targets (Green or Yellow RAG). Some of the highlights are noted below.
- 3.2. At the end of Q3 the Council is GREEN against its staff absence management target with 4.69 days lost to absence per FTE in the period against a target of 6.91 days lost to absence per FTE. This is a marked improvement on the levels seen at the end of Q3 2019/20 where 6.72 days were lost to absence per FTE.
- 3.3. All indicators related under the digital service shift subheading have seen performances that have surpassed previous annual results during the pandemic. The importance of Social Media (item 14) cannot be underestimated to share information and attempting to positively influence behaviours to ensure greater local compliance with the Covid-19 national lockdown rules. Our Social Media channels have seen an increase of 8.5k followers from the end of Q3 2019/20.
- 3.4. The financial management section currently forecasts, on the basis of the financial position at the end of the third quarter that the Council will underspend by £1.47m for the year-ending 31 March 2021. The projected underspend of £1.47m is welcomed and strengthens the Council's financial position moving forward but would have not been achieved without the additional funding that has been provided by the Welsh Government. It should be noted that the £1.47m is still a projection and a number of matters could impact on the final outturn figure, including the demand for services during the final quarter of the year and the amount of Council Tax that the Council will not be able to ultimately collect.
- 3.5. The position for 2021/22 is also uncertain i.e. how quickly will the Council be able to move out of the lockdown and provide the normal level of service and generate the

budgeted level of income. The continued financial support from Welsh Government is an important factor to also consider. If additional costs and loss of income arising from the pandemic continue at the current level for a significant period and the Welsh Government cannot provide the same level of financial support then the Council will have to fund these additional costs from its own reserves. This highlights the importance of maintaining adequate general and earmarked reserves.

- 3.6. The forecast underspend on the Capital Programme for 2020/21 is £22.186m, with this being potential slippage into the 2021/22 Capital Programme. The funding for this slippage will also slip into 2021/22 and will be factored in when producing the Treasury Management Strategy Statement, Capital Strategy and Capital Programme for 2021/22.
- 3.7. These results and the associated projected expenditure shows the impact that Covid-19 and related restrictions are having on the progress and completion of some schemes. The majority of projects are on target to be completed within budget. The Council has secured many different external grants and work is progressing well on most of these schemes. The Council is also expecting to receive £1.211m of Capital Receipts in 2020/21 to contribute towards the funding of the Capital Programme.
- 3.8. Further information on financial management can be seen in the 'Revenue Budget Monitoring Report for Q3' and the 'Capital Budget Monitoring for Q3' reports that have been discussed in The Executive meeting on the 1st March.
- 3.9. This demonstrates reasonable assurance can be provided through the use of the scorecards analysis that the Council's day to day activities in managing its people, its finances and serving its customers are delivering against their expectation to a standard which is appropriate and agreed by Members at a time of emergency. This is also reflected in the fact that the indicators from a performance management perspective are also demonstrating a positive performance.

4. PERFORMANCE MANAGEMENT

- 4.1. A number of the KPIs monitored through the Scorecard continue to be affected by the Covid-19 pandemic. There are currently 15 indicators (33% of the indicators) for which the collection of the data have either been cancelled by Welsh Government or are currently not being collected due to the redeployment of resources to deal with the pandemic within our external partners workforce.
- 4.2. The reasons for those which have been effected include the KPIs associated with:
 - Learning Service Indicators (items 1-7) - Schools were closed until September and exams were cancelled. Libraries have also been closed
 - Housing (items 18, 31-32, 34) - Homelessness indicators from the Welsh Government have been suspended. A further delay impacts the new software to measure tenants satisfaction, because of the pandemic.
 - Regulation & Economic Development (items 8, 11-12) - Leisure Centres were closed and only reopened in a phased approach over the summer. Similarly the same happened during the 'firebreak' and the current

national lockdown. This has resulted in significantly lower visits and has made it impossible to set any meaningful targets. The National Exercise Referral Scheme (NERS) has also been suspended because of the coronavirus pandemic.

- Adult Services (item 19) – The Delayed Transfer of Care (DToC) indicator has been suspended due to the essential work provided by the NHS during the coronavirus pandemic.

4.3. For the remaining indicators reported in Q3 (27 indicators), the majority (74%) of which are performing above target or within 5% tolerance of their targets. We do note however that eight indicators are underperforming against their targets and are highlighted as being Red or Amber in the Scorecard.

4.4. Performance for **Objective 1** at the end of Q3 has been good with only one indicator against the objective is currently underperforming.

4.4.1. Indicator 10 – The percentage of high risk businesses that were subject to planned inspections that were inspected to ensure compliance with Food Hygiene Legislation – is RED with a performance of 13% against a target of 80% which is an improvement on the 10% undertaken in Q2.

This work has been affected by the Covid-19 pandemic, where only 20 of the 159 planned inspections were able to take place since April 2020. This is due to the Environmental Health Officers (EHO) focusing their attention on infection control and Covid-19 related work during the pandemic. All of the cases flagged to the EHO by the Track, Trace and Protect (TTP) team are investigated, reducing their capacity to undertake food hygiene inspections almost completely.

Whilst we have retained a consultant EHO to assist with food safety, the main focus has been on registering and inspecting fishing vessels – one of the main priority areas identified by FSA Wales in order to ensure exporters could continue to export after 01/01/21. These inspections are for new businesses and therefore do not count towards the programme. Work on inspecting other food businesses has been hampered by business closures and lockdowns. We continue to carry out remote assessment where possible in the hope of conducting an on- site visit when safe to do.

4.5. Performance against the indicators for **Objective 2** demonstrate that three indicators of the 14 monitored in Q3 (21%) are currently underperforming for the objective which is an improvement on the performance of Q2.

4.5.1. Indicator 27 – The percentage of referrals of children that are re-referrals within 12 months – is RED with a performance of 35% against a target of 10%. This is an improvement on the 38.89% seen at the end of Q2, however it is underperforming compared to the 12.68% recorded at the end of Q3 2019/20.

Having reviewed the case files of the 14 children that have had a re-assessment during the year, it was found that they were all appropriately re-

referred into the service. All 14 were re-referred due to new reasons and situations arising that could not have been foreseen or prevented

- 4.5.2. Indicator 35 – The average number of calendar days to let lettable units of accommodation (excluding DTL's) is RED on the scorecard with 62.1 days against a target of 26 days. This is an improvement on the 78 days seen at the end of Q2.

Due to the pandemic situation it has not been possible to let our Council Housing Stock at the same level as we would normally have followed, mainly due to the requirement to comply with coronavirus legislation and social distancing protocols.

More lettings have been completed, as is shown in the performance improvement, however the two lockdowns during Q3 have had an impact on any further improvement. The annual target will not be achieved for the year due to the uncertainty of the Covid-19 pandemic.

- 4.5.3. Indicator 36 - Landlord Services: Percentage of rent lost due to properties being empty is RED with 2.09% lost against a target of 1.50%, which is a slight improvement on the 2.18% seen at the end of Q2.

This indicator is directly linked with the indicator discussed above. The delay in letting lettable units of accommodation impacts on rent resulting in higher lost income from rent. The target will not be achievable for the year as a consequence of the Covid-19 pandemic.

- 4.6. Objective 3 indicators present a mixed picture in terms of performance, due to the impact of the pandemic. Three indicators of the seven (43%) monitored for the objective have underperformed against target.

- 4.6.1. Indicator 41 – Percentage of all planning applications determined in time – is RED with 79% against a target of 90%. This is down on the 90% seen in Q3 2019/20.

This indicator is another that has been impacted by the Covid-19 pandemic where site inspections and publicity requirements had to be suspended again. Restrictions on site visits continue to be in force for both officers and the Planning Committee. Various other factors impact on this outcome i.e accumulated backlog of applications, a vacant post within the service, planning capacity due to the high caseload of applications and land searches which remain a challenge.

Working practices have already been altered and will be kept under review in order to adapt as necessary, keeping a flexible approach to working practices and priorities in order to meet changing demand. Opportunities will also be recognised to strengthen the Planning capacity through the Planning Improvement Plan.

- 4.6.2. Indicator 43 – Percentage of planning appeals dismissed – is RED with a performance of 55% against a target of 65%. This is an improvement on the

50% seen at the end of Q2, however it is down on the 67% seen at the end of Q3 2019/20.

This indicator deals with very small numbers and at the end of this quarter the performance reflects 6 of the 11 appeals being upheld. This indicator is dependent on the type and nature of the applications received and it is inevitable that some planning appeals will be successful. Some of the dismissed appeals were for replacement dwelling applications which have already been identified as a concern in terms of interpretation.

A discussion with the Joint Planning Policy Section has been undertaken to ensure consistency in decisions and/or officers' interpretations of applications in order to reduce successful planning appeals.

- 4.6.3. Indicator 43 - Percentage of planning enforcement cases investigated within 84 days – is AMBER with a performance of 73% against a target of 80%. This is an improvement on the performance seen in Q2 where 65% of investigations were held within timescale as well as a slight improvement on the levels seen at the end of Q3 2019/20 where 71% were investigated within timescale.

The pandemic has continued to affect the performance of this indicator with the usual site inspections and meetings being completed differently and virtually when possible. Good progress was made during the quarter as 80% of cases (57 of the 71 cases) were investigated despite receiving the same number of enforcement complaints as the first half of the year (22 Cases in Q1, 49 Cases in Q2). It is anticipated that this improvement will continue into the year ahead.

- 4.7. Whilst all of the Objective 3 indicators noted above as underperforming against target are indicators belonging to the Planning Service, it is important to note that recent feedback from local planning agents have stated that the Anglesey County Council Planning Service is the only one in the Region that is currently continuing to provide a near to normal service as possible. The Welsh Government have also stated that the “efforts in adapting to the coronavirus pandemic have ensured we have a planning system in place in Wales that can help with the recovery process in a positive way.”

5. RECOMMENDATIONS

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

- 5.1.1. Underperformance is recognised and managed with mitigation measures completed to aide improvement during Q4 and that the SLT diarises discussion related to the indicators currently affected by the coronavirus pandemic to ensure associated risks are managed appropriately.

- 5.2. The committee is asked to accept the mitigation measures outlined above.

Appendix A - Cerdyn Sgorio Corfforaethol - Corporate Scorecard Ch-Q3 2020/21

Rheoli Perfformiad / Performance Management	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed Ch/ Q Target	Targed Bl / Yr Target	Canlyniad 19/20 Result	Canlyniad 18/19 Result
Objective 1 - Ensure that the people of Anglesey can thrive and realise their long-term potential							
1) Percentage of pupil attendance in primary schools (tymhorol) (Q3)	CV-19	-	-	-	94.60%	94.90%	94.60%
2) Percentage of pupil attendance in secondary schools (termly) (Q3)	CV-19	-	-	-	94.40%	93.90%	94.40%
3) Percentage of Year 11 leavers not in Education, Training or Employment [NEET] (annual) (Q4)	CV-19	-	-	-	3%	2%	1.10%
4) Average Capped 9 score for pupils in year 11 (annual) (Q3)	CV-19	-	-	-	349	345.4	349.1
5) Percentage of pupils assessed in Welsh at the end of the Foundation Phase (annual) (Q4)	CV-19	-	-	-	-	87.50%	88.30%
6) Percentage of year 11 pupils studying Welsh [first language] (annual) (Ch4)	CV-19	-	-	-	-	65.01%	65%
7) Percentage of Quality Indicators (with targets) achieved by the library service (annual) (Q3)	CV-19	-	-	-	75%	75%	82%
8) Number of visits to leisure centres	CV-19	-	28k	-	-	530k	553k
9) Percentage of food establishments that meet food hygiene standards	Gwyrdd / Green	➔	98%	95%	95%	98%	98%
10) Percentage of high risk businesses that were subject to planned inspections that were inspected to ensure compliance with Food Hygiene Legislation [Local Indicator]	Coch / Red	⬆️	13%	90%	90%	92%	-
11) Percentage of NERS clients who completed the exercise programme	CV-19	-	-	50%	50%	75%	70%
12) Percentage of NERS clients whose health had improved on completion of the exercise programme	CV-19	-	-	80%	80%	84%	83%
13) Number of empty private properties brought back into use	Gwyrdd / Green	⬇️	59	56	75	104	78
14) Number of new homes created as a result of bringing empty properties back into use	Gwyrdd / Green	⬆️	8	3	5	7	9
15) Number of additional affordable housing units delivered per 10,000 households (annual) (Q4)	-	-	-	-	53	124	53
16) Landlord Services: Percentage of homes that meet the Welsh Housing Quality Standard (WHQS)	Gwyrdd / Green	➔	100%	100%	100%	100%	100%
17) Landlord Services: Average number of days to complete repairs	Gwyrdd / Green	⬇️	8.29	12	12	16.44	13.63
18) Percentage of tenants satisfied with responsive repairs (annual) (Q4) [Local Indicator]	CV-19	-	-	-	-	-	-
Objective 2 - Support vulnerable adults and families to keep them safe, healthy and as independent as possible							
19) Rate of people kept in hospital while waiting for social care per 1,000 population aged 75+	CV-19	-	-	-	3	6.88	7.78
20) The percentage of adult protection enquiries completed within statutory timescales	Gwyrdd / Green	⬆️	95.11%	90%	90%	91.30%	90.91%
21) The percentage of adults who completed a period of reablement and have a reduced package of care and support 6 months later	Gwyrdd / Green	➔	50.0%	35%	35%	50%	30.87%
22) The percentage of adults who completed a period of reablement and have no package of care and support 6 months later	Melyn / Yellow	⬇️	59.43%	62%	62%	63.08%	62.84%
23) The rate of older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March [Local Indicator]	Gwyrdd / Green	➔	15.42	19	19	17.57	17.35
24) The percentage of carers of adults who requested an assessment or review that had an assessment or review in their own right during the year	Gwyrdd / Green	⬇️	95.40%	93%	93%	98.00%	93.30%
25) Percentage of child assessments completed in time	Melyn / Yellow	⬇️	86.00%	90%	90%	89.62%	86.17%
26) Percentage of children in care who had to move 3 or more times	Melyn / Yellow	⬆️	8.39%	7.50%	10%	8.39%	9.52%
27) The percentage of referrals of children that are re-referrals within 12 months [Local Indicator]	Coch / Red	⬆️	35.00%	10%	10%	12.75%	16.96%
28) The average length of time for all children who were on the CPR during the year, and who were de-registered during the year (days)	Gwyrdd / Green	⬇️	253	270	270	224	241
29) The percentage of referrals during the year on which a decision was made within 1 working day	Gwyrdd / Green	⬆️	99.47%	95%	95%	98.88%	98%
30) The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations	Melyn / Yellow	⬇️	88.00%	90%	90%	86.30%	86.17%
31) Percentage of households successfully prevented from becoming homeless	CV-19	-	-	60%	60%	74.91%	55.10%
32) Percentage of households (with children) successfully prevented from becoming homeless	CV-19	-	-	60%	60%	77.70%	
33) Average number of calendar days taken to deliver a Disabled Facilities Grant	Gwyrdd / Green	⬇️	165	170	170	159.58	161.9
34) Decision Made on Homeless Cases within 56 days (annual) (Q4)	CV-19	-	-	-	-	-	-
35) The average number of calendar days to let lettable units of accommodation (excluding DTLs)	Coch / Red	⬆️	62.1	21	21	21.9	-
36) Landlord Services: Percentage of rent lost due to properties being empty	Coch / Red	⬆️	2.09%	1.15%	-	1.42%	1.30%
Objective 3 - Work in partnership with our communities to ensure that they can cope effectively with change and developments whilst protecting our natural environment							
37) Percentage of streets that are clean	Melyn / Yellow	-	90.10%	95%	95%	93.79%	95.60%
38) Percentage of waste reused, recycled or composted	Melyn / Yellow	⬇️	66.93%	70%	70%	67.26%	69.86%
39) Average number of working days taken to clear fly-tipping incidents	Gwyrdd / Green	➔	0.95	1	1	0.96	0.2
40) Kilograms of residual waste generated per person	Gwyrdd / Green	⬆️	160kg	180	240kg	206.17kg	240kg
41) Percentage of all planning applications determined in time	Coch / Red	⬆️	79%	90%	90%	90%	80%
42) Percentage of planning appeals dismissed	Coch / Red	⬆️	55%	65%	65%	78%	74%
43) Percentage of planning enforcement cases investigated within 84 days	Ambr / Amber	⬆️	73%	80%	80%	74%	-
44) Percentage of A roads in poor condition (annual) (Q4)	-	-	-	3%	2.90%	4%	2.90%
45) Percentage of B roads in poor condition (annual) (Q4)	-	-	-	4%	3.80%	3.80%	3.80%
46) Percentage of C roads in poor condition (annual) (Q4)	-	-	-	9%	8.70%	8.20%	8.70%

Red - more than 10% below target and/or needing significant intervention Amber - between 5% & 10% below target and/or requiring some intervention

Yellow - within 5% of target Green - on or above target Trend arrows represent quarter on quarter performance All above indicators are reported Nationally unless stated otherwise

Appendix A - Cerdyn Sgorio Corfforaethol - Corporate Scorecard Ch-Q3 2020/21

Gofal Cwsmer / Customer Service	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed / Target	Canlyniad 19/20 Result	Canlyniad 18/19 Result
Siarter Gofal Cwsmer / Customer Service Charter						
01) No of Complaints received (excluding Social Services)	Gwyrdd / Green	↑	31	50	67	76
02) No of Stage 2 Complaints received for Social Services		↑	5	-		8
03) Total number of complaints upheld / partially upheld		↓	5	-		27
04a) Total % of written responses to complaints within 20 days (Corporate)	Gwyrdd / Green	↓	93%	80%	94%	93%
04b) Total % of written responses to complaints within 15 days (Social Services)	Gwyrdd / Green	↓	86%	80%		57%
05) Number of Stage 1 Complaints for Social Services		↑	15	-		44
06) Number of concerns (excluding Social Services)		↓	54	-	136	62
07) Number of Compliments		↑	414	-	618	513
08) % of FOI requests responded to within timescale	Gwyrdd / Green	↓	80%	80%	82%	81%
09) Number of FOI requests received		↑	541	-	903	1052
Newid Cyfrwng Digidol / Digital Service Shift						
10) No of Registered Users on AppMôn / Website	-	↑	25.5k	-	15k	8.2k
11) No of reports received by AppMôn / Website	-	↑	34k	-	10.8k	4.7k
12) No of web payments	-	↑	11.8k	-	13k	11k
13) No of telephone payments	-	↑	5.5k	-	6.5k	5k
14) No of 'followers' of IOACC Social Media	-	↑	41k	-	33k	29.5k
15) No of visitors to the Council Website	-	↑	801k	-	783k	-

Rheoli Pobl / People Management	CAG / RAG	Tuedd / Trend	Canlyniad / Actual	Targed / Target	Canlyniad 19/20 Result	Canlyniad 18/19 Result
01) Number of staff authority wide, including teachers and school based staff (FTE)	-	-	2183		2181	2243
02) Number of staff authority wide, excluding teachers and school based staff(FTE)	-	-	1213	-	1230	1252
03a) Sickness absence - average working days/shifts lost	Gwyrdd / Green	↑	4.69	6.91	9.4	10.34
03b) Short Term sickness - average working days/shifts lost per FTE	-	-	1.41	-	4.2	4.68
03c) Long Term sickness - average working days/shifts lost per FTE	-	-	3.28	-	5.2	5.66
04a) Primary Schools - Sickness absence - average working days/shifts lost	Gwyrdd / Green	↓	3.08	6.87	7.98	12.21
04b) Primary Schools - Short Term sickness - average working days/shifts lost per FTE	-	-	1.09	-	4.17	4.97
04c) Primary Schools - Long Term sickness - average working days/shifts lost per FTE	-	-	1.99	-	3.81	7.24
05a) Secondary Schools - Sickness absence - average working days/shifts lost	Gwyrdd / Green	↓	2.83	6.12	9.61	9.57
05b) Secondary Schools - Short Term sickness - average working days/shifts lost per FTE	-	-	1.00	-	4.58	5.26
05c) Secondary Schools - Long Term sickness - average working days/shifts lost per FTE	-	-	1.83	-	5.03	4.31
06) Local Authority employees leaving (%) (Turnover) (Annual) (Q4)	-	-	-	10%	9%	11%
07) % of PDR's completed within timeframe (Annual) (Q4)	-	-	-	80%	80%	86%

Rheolaeth Ariannol / Financial Management	CAG / RAG	Tuedd / Trend	Cyllideb / Budget	Canlyniad / Actual	Amrywiad / Variance (%)	Knagorygon o'r Gwariant / Forcasted Actual	Amrywiad a Ragwelir / Forcasted Variance (%)
01) Budget v Actuals	Gwyrdd / Green	↑	£102,887,911	£99,761,290	-3.04%		
02) Forecasted end of year outturn (Revenue)	Gwyrdd / Green	↑	£142,146,320	-	-	£140,400,001	-1.23%
03) Forecasted end of year outturn (Capital)	-	↑	£36,952,000	-	-	£22,787,000	38.33%
04) Achievement against efficiencies	Coch / Red	⇒	£307,000	-	-	£244,000	20.52%
05) Income v Targets (excluding grants)	Coch / Red	↑	-£9,241,938	-£7,196,564	-22.13%	-	-
06) Amount borrowed	-	⇒	£4,836,000	-	-	£0	-100.00%
07) Cost of borrowing	Gwyrdd / Green	↓	£4,248,520	-	-	£4,314,586	1.55%
08) % invoices paid within 30 days	Melyn / Yellow	↑	-	82.68%	-	-	-
09) % of Council Tax collected (for last 3 years)	Melyn / Yellow	↑	-	95.70%	-	-	-
10) % of Business Rates collected (for last 3 years)	Melyn / Yellow	↑	-	96.60%	-	-	-
11) % of Sundry Debtors collected (for last 3 years)	-		-	-	-	-	-
12) % Housing Rent collected (for the last 3 years)	Melyn / Yellow	↑	-	100.17%	-	-	-
13) % Housing Rent collected excl benefit payments (for the last 3 years)	-	⇒	-	100.30%	-	-	-

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
REPORT TO :	EXECUTIVE
DATE:	22 MARCH 2021
SUBJECT:	David Hughes Charitable Estate and Anglesey Further Education Trust Annual Report and Accounts 2019/20
PORTFOLIO HOLDER(S):	Councillor Robin Williams (Resources) Councillor R G Parry OBE FRAGS (Highways, Waste and Property) Councillor R Meirion Jones (Learning)
HEAD OF SERVICE:	Marc Jones
REPORT AUTHOR:	Bethan Owen
TEL:	(01248) 752663
E-MAIL:	BethanOwen2@ynysmon.gov.uk
LOCAL MEMBER:	n/a
A - Recommendation/s and reason/s	
<ul style="list-style-type: none"> • To approve the Annual Report and Accounts for the Anglesey Further Education Trust for the years 2019/20 (Appendix A). 	
B - What other options did you consider and why did you reject them and/or opt for this option?	
<ul style="list-style-type: none"> • No other options are available as it is a requirement of the Charities Commission that the annual accounts are approved by the responsible body, which in this case is the Executive 	
C - Why is this a decision for the Executive?	
<ul style="list-style-type: none"> • This matter is delegated to the Executive. 	
CH - Is this decision consistent with policy approved by the full Council?	
Yes	
D - Is this decision within the budget approved by the Council?	
Yes	
DD - Who did you consult? What did they say?	
1	Chief Executive / Strategic Leadership Team (SLT) (mandatory) The report was considered by the SLT and any comments made incorporate into the report.
2	Finance / Section 151 (mandatory) n/a – this is the Section 151 Officer’s report.
3	Legal / Monitoring Officer (mandatory) Monitoring Officer is a member of the SLT and any comments made would have been considered at the SLT meeting
4	Human Resources (HR) Not applicable
5	Property Not applicable
6	Information Communication Technology (ICT) Not applicable
7	Scrutiny Not applicable
8	Local Members Not applicable
9	Any external bodies / other/s The accounts have been audited by an External Auditor and their report forms part of the accounts.

E - Risks and any mitigation (if relevant)	
1	Economic
2	Anti-poverty
3	Crime and Disorder
4	Environmental
5	Equalities
6	Outcome Agreements
7	Other
F - Appendices:	
<ul style="list-style-type: none"> • Appendix A - Anglesey Further Education Trust Annual Report and Accounts 2019/20 	
FF - Background papers (please contact the author of the Report for any further information):	
<ul style="list-style-type: none"> • Anglesey Further Education Trust Update Report – Executive, 28 October 2019 (item 13) 	

DAVID HUGHES CHARITABLE ESTATE AND FURTHER EDUCATION TRUST

1. PURPOSE OF THE REPORT

- 1.1 This report provides an overview of the background of the Anglesey Further Education Trust. It provides information about the legal status of the Trust and the different elements within it. The financial performance of the Trust is summarised. The key purpose of this report is to request the Executive's approval of the final Annual Report and Accounts for the financial year 2019/20.
- 1.2 The report also updates Members on the progress made to distribute more of the Trust's funds to meet the charitable purposes of the Trust.

2. BACKGROUND INFORMATION

- 2.1 The Anglesey Further Education Trust is comprised of three funds: The David Hughes Endowment and the Anglesey Further Education Fund 1/3 and the Anglesey Education Trust Fund 2/3 which provide specific educational benefit.

2.1.1. David Hughes Charitable Estate

Endowment dates back to 1608 and currently consists of several plots of smallholding land and cottages and other investments. This fund collects rents from its investment property and dividends and interest on its Investment Fund investments which are managed by Blackrock Investment Fund Managers. The management, financial and administration costs of the estate are deducted from the rents received to arrive at the net income for the year that can be distributed. A payment of a quarter of any net surplus income is made to an unconnected charity, "The David Hughes Charity for the "Poor", for purposes connected with the relief of poverty in the community of Llantrisant. The remaining income is then transferred to the Anglesey Further Education Fund, which is sub-divided into two specific funds.

2.1.2. Anglesey Further Education Trust Funds 1/3 (Restricted Fund)

In addition to the net income from the David Hughes Endowment Estate, this trust also receives income from investments managed by Blackrock similar to the David Hughes Endowment. The purpose of the fund is to provide financial assistance to senior pupils of the 5 secondary schools in order that they can complete their courses.

2.1.3. Anglesey Further Education Trust Funds 2/3 (Restricted Fund)

This element of the trust receives income similar to the above (2.1.3). The fund is to be used to provide benefits to persons under the age of 25 who have attended one or more of the 5 secondary schools for a period of two years and who are in need of financial assistance for further or higher education or training.

2.2 Legal Status

2.2.1. The Anglesey Further Education Trust is a registered charity for which the Isle of Anglesey County Council is the sole trustee. There is no specific reservation to full Council or delegation to an officer in respect of the Trusteeship, so the decision-making in relation to the Trust is delegated to the Executive Committee.

2.2.2. Certain functions in respect of the Trust have been delegated to officers in conjunction with the relevant portfolio holder:-

- The Head of Service (Lifelong Learning) has the delegated authority in respect of educational grants;

- The Head of Service (Highways, Waste and Property) has the delegated authority to agree tenancies, set rents and organise a programme of maintenance and refurbishment;
- The Director of Function (Resources) / Section 151 Officer has delegated authority to determine how much is allocated to the 3 schemes in each year (from 2019/20 onwards), this will be dependent on the surplus made by the fund;
- The Director of Function (Resources) / Section 151 Officer also has delegated authority to sign the Annual Report and Accounts of the Trust each year following completion of the external audit;
- The Chief Executive Officer can exercise any function which has been delegated to Heads of Service.

3. UTILISATION OF THE FUND DURING 2019/20

- 3.1** In April 2019, the Executive requested that the structure of the Trust be reviewed, with the aim of ensuring that more of the funds are used to fulfil the charitable purposes of the Trust.
- 3.2** In October 2019, the Executive resolved to allocate a one off sum of £55,000 to each secondary school to fund the cost of Learning Coaches within each school. The Learning Coaches would support senior pupils undertaking GCSE and A Level courses. It would be for each school to decide over what period the funding would be used. This was to be funded from the 1/3 Restricted Fund, utilising the majority of the fund balance of £279,112 (as at 1 April 2019). More detail on the use made of these allocations in 2019/20 is provided in paragraph 4 below.
- 3.3** The Executive also resolved to allocate an additional £8,000 per secondary school to provide grants to assist financially disadvantaged students to obtain places at Colleges and Universities and / or to help with the purchase of books and equipment required to attend the courses in the first year. It will be for each school to assess each application and award grants based on their assessment criteria. The total cost of £40,000 was to be funded from the 2/3 Restricted Fund, which had a balance of £175,541 (as at 1 April 2019). Details of the use made of these funds in 2019/20 is provided in paragraph 5 below.
- 3.4** Coleg Cymraeg Cenedlaethol would also administer a scholarship scheme for students from financially disadvantaged backgrounds to undertake University and College courses through the medium of Welsh.

4. FINANCIAL PERFORMANCE 2019/20

4.1 David Hughes Charitable Estate (Endowment Fund)

4.1.1.The Estate generated £126,500 through the rental of properties and the recharge of water rates. £5,991 was generated through other income, dividends and investment interest. £75,431 was incurred as expenditure on repairs and maintenance, professional services and a provision for bad and doubtful debts. £12,516 was incurred on property management administrative costs and accounting and auditing costs. This results in £44,544 being available for distribution, with £11,136 being paid to the David Hughes Charity for the Poor, with the remaining £33,408 being transferred to the Further Education Trust.

4.1.2.£18,530 has been charged to the Statement of Financial Activities as the loss on Investments.

4.1.3.The value of the Estate as at 31 March 2020, was £2,763,867, which is made up of the value of the properties £2,545,800, investments traded on the Stock Exchange £136,616, and net current assets of £81,451. The value of the Estate is £18,530 lower than at 31 March 2019.

4.1.4. The value of the investment properties increased by £106,200, but £160,000 in property value was disposed of during the year. As a result, the net value of the investment properties fell by £53,800 during the year.

4.2 Further Education Trust (Restricted Funds)

4.2.1. The Trust fund generated £4,301 of investment income, and £33,408 was transferred into the Trust from the David Hughes Charitable Estate.

4.2.2. £87,729 was utilised for charitable purposes (see paragraphs 5 and 6 below).

4.2.3. The overall value of the Trust fell from £454,653 at the beginning of the financial year to £391,651 as at 31 March 2020. This was made up of investments traded on the Stock Exchange of £95,352 and cash in bank accounts of £296,299.

4.2.4. The value of the 1/3 Fund as at 31 March 2020 was £239,369 and the value of the 2/3 Fund as at the same date was £152,282.

5. LEARNING COACHES (Allocated from the 1/3 Fund)

5.1 Following the Executive's decision in October 2019, to allow the Fund to be used to contribute to the costs of Learning Coaches in the 5 secondary schools, a sum of £55,280 was allocated to each school to be used for this purpose. The table below shows the expenditure incurred by each school during 2019/20:-

School	Sum Allocated prior to 1 April 2019	Sum Utilised by Schools in 2019/20	Sum Allocated from 2019/20	Balance as at 31 March 2020
	£	£	£	£
Ysgol Syr Thomas Jones	55,280	(2,251)	1,037	54,066
Ysgol Uwchradd Caergybi	55,280	(9,343)	1,037	46,974
Ysgol Gyfun Llangefni	55,280	(33,334)	1,037	22,983
Ysgol David Hughes	55,280	0	1,037	56,317
Ysgol Uwchradd Bodedern	55,280	0	1,037	56,317
TOTAL	276,400	(44,928)	5,185	236,657

5.2 A balance of £2,712 has not been allocated to schools.

6. GRANTS ALLOCATED TO STUDENTS (Allocated from the 2/3 Fund)

6.1 Following the Executive's decision in October 2019, to ask the 5 secondary schools to undertake the administration of the awarding of grants, each school was allocated an initial sum of £8,560 to distribute. However, due to the pandemic, the schools were not in a position to invite applications during the 2019/20 summer term and, as a result, no grants were awarded.

6.2 After a discussion with the Auditor of the accounts, it was agreed that, for the purpose of the accounts, the distribution of the funds to the schools should be considered as charitable activities for the purposes of the Trust.

6.3 The balance of £152,282 is available for distribution, either through the schools or through Coleg Cymraeg Cenedlaethol.

This page is intentionally left blank

**CRONFA YMDDIRIEDOLAETH ADDYSG
BELLACH YNYS MÔN**

**ANGLESEY FURTHER EDUCATION TRUST
FUND**

**ADRODDIAD BLYNYDDOL A
CHYFRIFON**

**ANNUAL REPORT AND
ACCOUNTS**

2019/20

Rhif Cofrestru Elusen / Charity Registration No.

525254

CONTENTS OF THE FINANCIAL STATEMENT FOR THE YEAR ENDED
31 MARCH 2020

	Page
Report of the Trustees	1-5
Report of the Independent Examiner	6
Statement of Financial Activity	7
Balance Sheet	8
Notes to the Financial Statements	9-15

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and the Republic of Ireland (FRS102) effective 1 January 2015.

LEGAL AND ADMINISTRATIVE DETAILS

Registered Charity Number:

525254

Principal Address:

Isle of Anglesey County Council
County Offices
Llangefni
Anglesey
LL77 7TW

Trustee:

The Isle of Anglesey County Council is the sole trustee of the Anglesey Further Education Trust and the activities of the Trust were administered on its behalf by the County Council.

Independent Examiner:

Mr. Brian Hughes
A. Hughes-Jones, Dyson & Co
Capel Moreia
South Penrallt
Caernarfon
Gwynedd
LL55 1NS

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document:

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

The Anglesey Further Education Trust Fund is regulated by a scheme made by the Board of Education on 23 March 1939 and significantly modified by a scheme dated 18 July 1960. These specify the duties, powers and conditions under which the Trust is required to operate.

Recruitment and appointment of new trustees:

The Isle of Anglesey County Council is the sole trustee of the Anglesey Further Education Trust Fund. The charity is run by the Council's Executive Committee.

New trustees are briefed on their legal obligations under charity law, the content of the governing document and the decision making process. Any training needs are identified and addressed internally by other existing trustees and officers of the Council.

Organisational structure:

The Isle of Anglesey County Council is the sole trustee of the Anglesey Further Education Trust Fund and the activities of the Trust were administered on its behalf by the County Council.

The organisational structure has been as follows:

- The County Council's Executive Committee act as the Trustee.
- The Council's Head of Service (Lifelong Learning) in conjunction with the Portfolio Holder for Lifelong Learning have the delegated authority to award the annual grant funding.
- The Council's Head of Service (Highways, Waste and Property) in conjunction with the Portfolio Holder for Highways, Waste and Property have the delegated authority to manage tenancy agreements and to set rents of the property portfolio (the David Hughes Endowment).
- The Council's Executive Committee will approve the accounts of the Trust and the Section 151 Officer has the delegated authority to sign the Trust's Annual Accounts.

The strategic leaders of the County Council were:

- Chief Executive – Annwen Morgan
- Deputy Chief Executive – Dylan Williams
- Head of Function (Resources) and Section 151 Officer – Marc Jones
- Head of Function (Council Business) and Monitoring Officer – Lynn Ball

Related parties:

Due to the nature of the charity's operations and because the sole trustee of the charity is the Isle of Anglesey County Council, it is inevitable that transactions will take place with organisations related to the Council and its employees. All transactions involving organisations in which the Isle of Anglesey County Council may have an interest are conducted at arm's length. The Council has a policy that all trustees must declare an interest if a related party transaction occurs.

Risk Management:

The major risks to which the Trust is exposed, as identified by the Trustee, have been reviewed and systems or procedures have been established to manage the risk.

OBJECTIVES AND ACTIVITIES

Aims and objectives:

The Anglesey Further Education Trust Fund is comprised of three funds: The David Hughes Endowment; the Anglesey Further Education Fund 1/3 and the Anglesey Further Education Fund 2/3 which aim to provide specific educational benefit.

The David Hughes Charitable Estate (Endowment Fund):

This fund collects rents from its investment property and interest on its investments. The management and administration costs of the estate are deducted from the rents received to arrive at the net income for the year that can be distributed or net expenditure.

A payment of a quarter of the net income is made to an unconnected charity, "The David Hughes Charity for the Poor" for purposes connected with the relief of poverty in the community of Llantrisant. The remaining income forms the Anglesey Further Education Fund:

Anglesey Further Education Trust Funds:

One third of the General Fund is allocated to provide special benefit, of any kind not normally provided by the Authority, to assist senior pupils to finish their courses at any one of the schools specified in the scheme – the five secondary schools maintained by the County Council. The remaining two thirds of the General Fund is available to benefit persons under the age of 25, who have attended any one of the schools specified in the scheme for at least two years, who are in need of financial assistance for Further or Higher Education or training. The Trust has identified three schemes which are intended to increase the number of grants awarded in future.

Grant making:

Grants are made to individuals who have attended or are attending one of the five secondary schools maintained by the County Council who meet the above criteria. This may be via payments made to each secondary school or via a scholarship scheme to be administered by 'Coleg Cymraeg Cenedlaethol' for students from financially disadvantaged backgrounds to undertake courses through the medium of Welsh.

Public benefit:

The trustees confirm that they have referred to the guidance contained in the Charity Commissioner's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities and setting the grant making process.

ACHIEVEMENT AND PERFORMANCE

Charitable activities:

The charity has continued to safeguard the assets of the Trust.

During recent years the charity had been in a period of consolidation and had been saving cash to reinvest in its ageing property portfolio. Undertaking this period of consolidation will mean that the assets of the charity will be able to provide income for years to come for its future beneficiaries. To this end the charity undertook a significant programme of repairs and refurbishments to the David Hughes Estate, to bring a number of the farm buildings into a more suitable state of repair. Following completion of this programme the charity is now in a position to increase the number of grants awarded in the coming years.

To this end the charity now allocates funding to each of the island's secondary schools. To assist current pupils each school was offered up to £55k to fund the cost of Learning Coaches. Each school was also given £8,560 to enable them to assist financially disadvantaged students to obtain places at colleges and universities and/or to help with the purchase of books and equipment required to attend the courses in the first year.

FINANCIAL REVIEW

Financial performance:

Before gains & losses on investments the Endowment Fund had a net income of £42,725 but the charity had an overall decrease in funds during the year of £84,084 as it made significant donations to secondary schools in order to utilise cash that had built up following years of few grants being awarded. The Trust's investments also experienced more than £30k of unrealised losses in their valuation.

Total funds as at 31 March 2020 were £3,152,966, of which all funds are restricted.

Principal funding sources:

The principal funding sources of the charity are rental income from tenants and investment income in the form of dividends, investment interest or interest on deposits.

Investment policy and objectives:

The charity's ageing property portfolio has required substantial investment. The trustee of the charity has undergone a period of consolidation in order to generate the necessary cash reserves to reinvest in its assets. In addition, the charity holds approximately 10% of its Total Fixed Assets in Investment Funds, which generate dividend and interest income.

Plans for the future:

The Anglesey Further Education Trust operates as a going concern for the charitable purposes stated above.

TRUSTEES RESPONSIBILITY STATEMENT

The trustees 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).

The law applicable to charities in England and Wales, the Charities Act, Charity (Accounts and Reports) Regulations and the provisions of the trust deed 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 charity 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 charity and to enable them to ensure that the financial statements comply with the Charities Act, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by the Head of Function (Resources) / Section 151 Officer under delegated authority on behalf of the trust:

Mr R Marc Jones CPFA

Head of Function (Resources) / Section 151 Officer

Date

Independent examiner's report to the trustees of Anglesey Further Education Trust Fund

I report to the trustees on my examination of the accounts of the Anglesey Further Education Trust Fund for the year ended 31st March 2020 which are set out on pages 7-15.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signature: _____

Date: _____

Brian Hughes FCA
A. Hughes-Jones, Dyson & Co.
Chartered Accountants & Registered Auditors
Capel Moreia, South Penrallt, Caernarfon, Gwynedd

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

				31.3.2020	31.3.2019
	Notes	Restricted Funds £	Endowment Funds £	Total Funds £	Total Funds £
Income and Endowments from:					
Investment Income	2	4,301	132,492	136,793	131,010
Total Income		4,301	132,492	136,793	131,010
Expenditure on:					
Investment Management	3	-	(75,431)	(75,431)	(108,146)
Charitable Activities	4	(87,729)	-	(87,729)	(5,000)
Support Costs	5	-	(14,336)	(14,336)	(13,443)
Total Expenditure		(87,729)	(89,767)	(177,496)	(126,589)
Net Income / (Expenditure) available for distribution before Gains and Losses on Investments		(83,428)	42,725	(40,703)	4,421
Payment of 25% of net income to David Hughes Charity for the Poor	6	-	(10,681)	(10,681)	(1,405)
Transfer of remaining net Endowment income to the Further Education Trust Funds		32,044	(32,044)	-	-
Net Income / (Expenditure) before Gains and Losses on Investments		(51,384)	-	(51,384)	3,016
Net Gains / (Losses) on Investments	7	(13,470)	(19,230)	(32,700)	110,000
Net Income / (Expenditure)		(64,854)	(19,230)	(84,084)	113,016
Net Movement in Funds		(64,854)	(19,230)	(84,084)	113,016
Reconciliation of Funds:					
Total Funds brought forward		454,653	2,782,397	3,237,050	3,124,034
Total Funds carried forward		389,799	2,763,167	3,152,966	3,237,050

BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2020

				31.3.2020	31.3.2019
	Notes	Restricted Funds	Endowment Fund	Total Funds	Total Funds
	£	£	£	£	£
Investments listed or traded on a recognised Stock Exchange	7a	94,864	135,916	230,780	263,480
Investment Properties - the David Hughes Estate	7b	-	2,545,800	2,545,800	2,545,800
Total Fixed Assets		94,864	2,681,716	2,776,580	2,809,280
Current Assets					
Debtors	8	-	64,828	64,828	70,516
Cash at bank and in hand	9	294,935	33,272	328,207	372,681
Total Current Assets		294,935	98,100	393,035	443,197
Liabilities					
Creditors: amounts falling due within one year	10	-	(16,649)	(16,649)	(15,427)
Net Current Assets or (Liabilities)		294,935	81,451	376,386	427,770
Creditors: amounts falling due after more than one year		-	-	-	-
Provisions for liabilities		-	-	-	-
Total Net Assets or (Liabilities)		389,799	2,763,167	3,152,966	3,237,050
The Funds of the Charity	11				
Endowment Funds		-	2,763,167	2,763,167	2,782,397
Restricted Income Funds		389,799	-	389,799	454,653
Total Charity Funds		389,799	2,763,167	3,152,966	3,237,050

The financial statements are signed by the Head of Function (Resources) / Section 151 Officer under delegated authority:

Mr R Marc Jones CPFA

Date

Head of Function (Resources) / Section 151 Officer

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, with the exception of investments, which are included at market value. This is as modified by the revaluation of certain assets and in accordance with the Charities SORP (FRS102) (effective January 2015), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Resources expended

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.

Costs of generating funds

The costs of generating funds consist of investment management costs.

Investment property

Investment property is shown at the most recent internal valuation. Any aggregate surplus or deficit arising from changes in market value is transferred to the endowment fund.

Taxation

The charity is exempt from tax on its charitable activities.

Value Added Tax

The charity can reclaim Value Added Tax through its trustee, the Isle of Anglesey County Council. Therefore, where applicable, expenditure is shown net of Value Added Tax.

Fund structure

The charity has three funds, one endowment and two restricted.

The David Hughes Charitable Estate (Endowment Fund)

This fund collects rents from its investment property and interest on its investments. The management and administration costs of the estate are deducted from the rents received to arrive at the net income for the year that can be distributed.

A payment of a quarter of the net income is made to an unconnected charity, “The David Hughes Charity for the Poor” for purposes connected with the relief of poverty in the community of Llantrisant.

The remaining income forms the Anglesey Further Education Trust Fund, which is split into two:

Anglesey Further Education Trust Fund 1/3 (Restricted Fund)

One third of the Anglesey Further Education Trust Fund is allocated to provide special benefit of any kind not normally provided by the Authority, to assist senior pupils to finish their course at any one of the schools specified in the scheme – the five secondary schools maintained by the County Council.

Anglesey Further Education Trust Fund 2/3 (Restricted Fund)

The remaining two thirds of the Anglesey Further Education Trust Fund is available to benefit persons under the age of 25, who have attended any one of the schools specified in the scheme for at least two years, who are in need of financial assistance for further or higher education or training.

The charity has no unrestricted income.

Fixed asset investments

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchase date if later). Unrealised gains and losses are calculated as the difference between market value at the year end and opening market value (or purchase date if later). Realised and unrealised gains are not separated in the Statement of Financial Activities.

2. INVESTMENT INCOME

Investment Income	Restricted Funds	Endowment Funds	Total 31.3.20	Total 31.3.19
	£	£	£	£
Rents received	-	123,071	123,071	117,043
Water rates - recharges	-	3,429	3,429	2,523
Other income from David Hughes Estate	-	1,600	1,600	1,332
Dividends and Investment Interest	2,805	4,019	6,824	8,382
Other Interest	1,496	373	1,869	1,730
Total Investment Income	4,301	132,492	136,793	131,010

3. INVESTMENT MANAGEMENT COSTS

Investment Management Costs	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Repairs and Maintenance of the David Hughes Estate	-	(74,023)	(74,023)	(99,943)
Water Charges	-	(1,000)	(1,000)	(5,860)
Professional Services	-	(1,780)	(1,780)	(1,018)
Other property expenses	-	-	-	-
Bad Debt provision	-	1,372	1,372	(1,325)
Total Investment Management Costs	-	(75,431)	(75,431)	(108,146)

4. CHARITABLE ACTIVITIES

Charitable Activities	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Education grants awarded	-	-	-	(5,000)
Grants to schools - learning coaches	(44,929)	-	(44,929)	-
Grants to schools - help towards higher education	(42,800)	-	(42,800)	-
Total Charitable Expenditure	(87,729)	-	(87,729)	(5,000)

The Trust applies the exemption allowed under Charity Law and the SORP to keep the names of grant recipients confidential.

5. SUPPORT COSTS

Support Costs	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Property management administrative costs	-	(10,103)	(10,103)	(9,373)
Accounting and support costs	-	(3,303)	(3,303)	(3,180)
Independent Examiner's / Auditor's Remuneration	-	(930)	(930)	(890)
Total Support Costs	-	(14,336)	(14,336)	(13,443)

6. DISTRIBUTION OF ENDOWMENT FUND NET INCOME

25% of the net income before gains and losses on investments for the Endowment fund is to be paid to the David Hughes charity for the poor. The remainder is split between the restricted Further Education Trust Funds on a 1/3 and 2/3 basis:

Distribution of Endowment Fund Net Income	Total 31.3.20 £	Total 31.3.19 £
Net income available for distribution before gains and losses on investments	42,725	5,621
25% paid to David Hughes Charity for the Poor	10,681	1,405
25% transferred to Further Education Trust 1/3	10,681	1,405
50% transferred to Further Education Trust 2/3	21,363	2,811

7. INVESTMENTS

Net Gains / (Losses) on Investments	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Gains / (Losses) on listed Investment Funds	(13,470)	(19,230)	(32,700)	4,900
Gains / (Losses) on Investment Properties	-	-	-	105,100
Total Net Gains / (Losses)	(13,470)	(19,230)	(32,700)	110,000

a. INVESTMENTS LISTED OR TRADED ON A RECOGNISED STOCK EXCHANGE

Investments Listed or Traded on a Recognised Stock Exchange	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Market Value				
At 1 April	108,334	155,146	263,480	258,579
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	(13,470)	(19,230)	(32,700)	4,901
Transfers	-	-	-	-
Net Book Value at 31 March	94,864	135,916	230,780	263,480

There were no investment assets outside the UK.

The investments are mainly in BLK Charities UK Charity Authorised Investment Funds with small holdings in gilts and equity.

Investments are shown at market value. Historical value is £67,029.

b. INVESTMENT PROPERTY

Investment Property	31.3.20 £	31.3.19 £
Market Value at 1 April	2,545,800	2,599,600
Additions	-	-
Disposals	-	(160,000)
Impairment	-	-
Revaluation Gain / (Loss)	-	106,200
Transfers	-	-
Net Book Value at 31 March	2,545,800	2,545,800

The David Hughes Endowment is comprised of 13 farm dwellings and 2 parcels of land, with a total area of 1,135.03 acres. With the refurbishment programme having been completed last year, expenditure on repairs and maintenance dropped to £74k this year. In the coming years the aim is to restrict repairs and maintenance expenditure to a budget of £50k per year.

The Estate was valued as at March 2020 at a total value of £2,545,800 on the existing use value basis by Barry Wyn Jones, the Isle of Anglesey County Council's Estates Internal Valuer.

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Debtors: Amounts Falling due within One Year	31.3.20 £	31.3.19 £
Amounts recoverable on contract	98,922	105,982
Bad Debt Provision	(34,094)	(35,466)
Total Debtors	64,828	70,516

It was decided in 2017/18 that it would be prudent to create a provision for bad debts owing to the amount of historic debts that have built up. However, efforts to collect the amounts owed from previous tenants have increased with some successes.

9. CASH AT BANK

This represents the balance within the cash reserves held by the Isle of Anglesey County Council on behalf of the Anglesey Further Education Trust.

Cash at Bank	Further Education Trust 1/3 £	Further Education Trust 2/3 £	David Hughes Charitable Estate £	Total Funds 31.3.20 £	Total Funds 31.3.19 £
Cash at Bank	174,248	120,687	33,272	328,207	372,681
Bank Deposits	174,248	120,687	33,272	328,207	372,681

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors: Amounts Falling due within One Year	Restricted Funds £	Endowment Funds £	Total 31.3.20 £	Total 31.3.19 £
Other creditors	-	(16,649)	(16,649)	(15,427)
Total Creditors	-	(16,649)	(16,649)	(15,427)

11. MOVEMENT IN FUNDS

a.

Movement in Funds	1.4.19 £	Net Movement in Funds £	31.3.20 £
Further Education Trust 1/3	279,112	(40,529)	238,583
Further Education Trust 2/3	175,541	(24,325)	151,216
Restricted Funds	454,653	(64,854)	389,799
David Hughes Charitable Estate	2,782,397	(19,230)	2,763,167
Endowment Funds	2,782,397	(19,230)	2,763,167
Total Funds	3,237,050	(84,084)	3,152,966

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

Net Movement in Funds included in the above:	Income Resources £	Expenditure £	Transfers £	Gains and Losses £	Movement in Funds £
Further Education Trust 1/3	2,834	(44,929)	10,681	(9,115)	(40,529)
Further Education Trust 2/3	1,467	(42,800)	21,363	(4,355)	(24,325)
Restricted Funds	4,301	(87,729)	32,044	(13,470)	(64,854)
David Hughes Charitable Estate	132,492	(100,448)	(32,044)	(19,230)	(19,230)
Endowment Funds	132,492	(100,448)	(32,044)	(19,230)	(19,230)
Total Funds	136,793	(188,177)	-	(32,700)	(84,084)

12. TRUSTEES' REMUNERATION AND BENEFITS

Trustees' expenses

No trustees' remuneration was paid in the year ended 31 March 2020 or the year ended 31 March 2019. This relates to the trustee, that is, the members of the Executive Committee and the Isle of Anglesey County Council's Senior Leadership team acting on its behalf. See Note 13 (Related party disclosures) in connection with the fees paid to the corporate trustee for property and financial administration costs incurred.

13. RELATED PARTY DISCLOSURES

Isle of Anglesey County Council

The Anglesey Further Education Trust Fund is administered by the Isle of Anglesey County Council. A property management fee of £10,103 (£9,373 in 2018/19) was charged by the Council for the administration of the David Hughes Estate. In addition, a financial management fee of £3,303 (£3,180 in 2018/19) has been charged to the Trust for financial administration and accounts production. Total fees recharged by the Council were, therefore, £13,406.

Due to the nature of the charity's operations and because the sole trustee of the charity is the Isle of Anglesey County Council, it is inevitable that transactions will take place with organisations related to the Council and its employees. All transactions involving organisations in which the Isle of Anglesey County Council may have an interest are conducted at arm's length. The Council has a policy that all Councillors and members of the Senior Leadership team must declare an interest if a related party transaction occurs.

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL																										
Report to:	Executive																									
Date:	22/03/2021																									
Subject:	Independent Sector Care Home Fees for 2021/22																									
Portfolio Holder(s):	Cllr Llinos Medi Huws																									
Head of Service:	Iola Richards – Interim Head of Service																									
Report Author:	Carwyn Edwards – Finance Manager																									
Tel:	01248 752699																									
E-mail:	CarwynEdwards@ynysmon.gov.uk																									
Local Members:	All members																									
A –Recommendation/s and reason/s																										
<p>From 6 April 2016, the framework for financial assessment and charging is now under the Social Services and Well-Being (Wales) Act 2014. The Local Authority is required to review independent sector care home fees annually to coincide with Central Government’s changes to benefits and pension levels.</p> <p>In setting fee levels for independent sector care homes, we need to show that we have fully considered the costs of the provision in determining our standard care fees. This is done in collaboration with the other Authorities in North Wales and the Health Board by utilising a Regional Fee Methodology, as done in previous years. We will continue to use this model for 2021/22, which has reflected legislation changes in terms of national living wage and inflation, as well as costs attributed to cover agency staff costs.</p> <p>The North Wales Methodology (Appendix 1) has recommended an increase of between 3.42% and 3.73% across the four categories of care. The following fees are proposed for 2021/22:-</p> <p><u>Table 1 - North Wales Methodology Recommendation</u></p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 40%;">Category</th> <th style="width: 15%;">2020/21</th> <th style="width: 15%;">2021/22</th> <th style="width: 15%;">Increase £</th> <th style="width: 15%;">Increase %</th> </tr> </thead> <tbody> <tr> <td>Residential (Adults)</td> <td style="text-align: right;">£585.72</td> <td style="text-align: right;">£605.73</td> <td style="text-align: right;">£20.01</td> <td style="text-align: right;">3.42%</td> </tr> <tr> <td>Residential (EMI)</td> <td style="text-align: right;">£609.91</td> <td style="text-align: right;">£631.40</td> <td style="text-align: right;">£21.49</td> <td style="text-align: right;">3.52%</td> </tr> <tr> <td>Basic Nursing Care (Social Care Element)</td> <td style="text-align: right;">£641.37</td> <td style="text-align: right;">£664.46</td> <td style="text-align: right;">£23.09</td> <td style="text-align: right;">3.6%</td> </tr> <tr> <td>Nursing (EMI) (Social Care Element)</td> <td style="text-align: right;">£677.65</td> <td style="text-align: right;">£702.91</td> <td style="text-align: right;">£25.26</td> <td style="text-align: right;">3.73%</td> </tr> </tbody> </table> <p>All the above are based on 10% ROI for 2020/21 and 2021/22.</p> <p>As part of fee setting for 2021/22, Ynys Môn consulted on the North Wales fees methodology.</p> <p>The North Wales Adult Services Heads (NASH) have agreed that the increases noted were consistent with the implementation of the fees model.</p> <p>Following discussion with the Director of Function (Resources) / Section 151 Officer, we are proposing to use the Regional methodology for:-</p> <ul style="list-style-type: none"> • EMI Residential; • Basic Nursing Care (Social Care Element). 		Category	2020/21	2021/22	Increase £	Increase %	Residential (Adults)	£585.72	£605.73	£20.01	3.42%	Residential (EMI)	£609.91	£631.40	£21.49	3.52%	Basic Nursing Care (Social Care Element)	£641.37	£664.46	£23.09	3.6%	Nursing (EMI) (Social Care Element)	£677.65	£702.91	£25.26	3.73%
Category	2020/21	2021/22	Increase £	Increase %																						
Residential (Adults)	£585.72	£605.73	£20.01	3.42%																						
Residential (EMI)	£609.91	£631.40	£21.49	3.52%																						
Basic Nursing Care (Social Care Element)	£641.37	£664.46	£23.09	3.6%																						
Nursing (EMI) (Social Care Element)	£677.65	£702.91	£25.26	3.73%																						

The Service recommends that the ROI for Nursing EMI placements remains at 12%, this recognises the pressures in this area and the approach is in line with fees offered by nearby local authorities.

Consistent with the strategic direction the Council is taking in developing alternatives to residential care in the form of Extra Care Housing and care at home, and having due regard to the affordability of the increase proposed for Residential Care Homes, we propose to offer a lower return of investment of 9%, as in previous years.

Ynys Môn, therefore, recommends the following rates for approval:-

Table 2 – Ynys Môn Proposed Fee's for 2021/22

Category	2020/21	2021/22	Increase £	Increase %	ROI
Residential (Adults)	£576.00	£596.01	£20.01	3.47%	9%
Residential (EMI)	£609.91	£631.40	£21.49	3.52%	10%
Basic Nursing Care (Social Care Element)	£641.37	£664.46	£23.09	3.6%	10%
Nursing (EMI) (Social Care Element)	£697.08	£722.34	£25.26	3.62%	12%

It may be necessary to consider individual submissions from providers regarding these fees. Should there be clear evidence to indicate that the fee set is not sufficient in any individual case, the Council will need to consider exceptions to the fee rates. It is proposed that any such decisions are delegated to the Portfolio Holder, Director of Function (Resources) / Section 151 Officer and Head of Adult Social Care.

The Executive Committee is requested to:-

1. Acknowledge the North Wales Fee Methodology, as implemented hitherto by the Authorities in North Wales, as a basis for setting fees in Ynys Môn during 2021/22 (Appendix 1);
2. Approve the recommendation to increase the fee level as noted in Table 2;
3. In line with other Authorities, authorise the Social Services and Resources Function to respond to any requests from individual homes to explore their specific accounts and to utilise the exercise as a basis to consider any exceptions to the agreed fees. Any exceptions to be agreed with the Portfolio Holder, the Director of Function (Resources) / Section 151 Officer and the Head of Adults from within current budgets.

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

We decided to adopt a slightly amended ROI for 2 categories based upon the reasons noted within the report.

C – Why is this a decision for the Executive?

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

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

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

D – Is this decision within the budget approved by the Council?		
<p>The estimated impact of these changes on the Service’s budget for 2021/22 can be accommodated within budget.</p> <p>Based on 2020/21 resident numbers, the proposed fee increases would result in a cost pressure of Circa £140k, this is after taking account of the inflation applied for 2021/22. Data and statistics show that there has been a reduction in demand for both Nursing and Residential placements over the last 6 months, possibly due to a reduction in consumer confidence as a result of the Covid19 pandemic. It is important to note that consumer confidence may improve over a period of time. Assuming that demand increases again, we will need to identify the financial pressures whilst setting the fees for 2022/23.</p>		
DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT)(mandatory)	
2	Finance / Section 151(mandatory)	Discussed with the Section 151 Officer on 8-3-21
3	Legal / Monitoring Officer (mandatory)	TBC
4	Human Resources (HR)	n/a
5	Property	n/a
6	Information Communication Technology (ICT)	n/a
7	Procurement	n/a
8	Scrutiny	n/a
9	Local Members	n/a
10	Any external bodies / other/s	n/a
E – Risks and any mitigation (if relevant)		
1	Economic	n/a
2	Anti-poverty	n/a
3	Crime and Disorder	n/a
4	Environmental	n/a
5	Equalities	n/a
6	Outcome Agreements	n/a
7	Other	n/a
F - Appendices:		
Appendix 1 – The North Wales Methodology		
FF - Background papers (please contact the author of the Report for any further information):		
n/a		

This page is intentionally left blank

	Fee 2020/21	Indicative Fee 2021/22	Basis of Calculation	Increase per week	Overall % Increase
1. INDIRECT COSTS - standard for all categories of care					
Utilities (electricity, gas, TV, Council Tax, Water, Telephone)	£30.34	£30.95	CPI 2%		
Registration (Professional Membership, DBS etc)	£1.33	£1.36	CPI 2%		
Recruitment	£2.57	£2.62	CPI 2%		
Contract maintenance of equipment	£3.73	£3.80	CPI 2%		
Maintenance of capital equipment	£22.93	£23.39	CPI 2%		
Gardener /handyman	£10.81	£11.05	NLW 2.2% increase on 2020/21 rate		
Furniture/Fittings, including repairs and renewals	£0.00	£0.00	Removed in 2017/18		
Training	£2.56	£2.61	CPI 2%		
Non prescription medical supplies	£3.87	£3.95	CPI 2%		
Insurance	£6.46	£6.59	CPI 2%		
Groceries & household provisions	£29.84	£30.44	CPI 2%		
Sub-total Indirect Costs	£114.44	£116.76			
2. OTHER COSTS - standard for all categories of care					
Return on Investment	£97.16	£97.16	10% ROI		
Additional Expenses (not covered elsewhere)	£18.82	£19.20	CPI 2%		
Sub-total Other Costs	£115.98	£116.36			
3. STAFF COSTS					
Residential Homes					
Management / Admin	£50.83	£51.85	2% increase		
Senior Care Staff	£135.66	£136.70	10 hours x £13.67		
Care Staff	£118.34	£119.10	10 hours x £11.91		
Agency (5% of hours - hourly pay rate + 40%)		£13.38	1 hour x £13.38 (av of (£8.91 + £10.21) +40%)		
Domestic Staff	£50.47	£51.58	NLW 2.2% increase on 2020/21 rate		
Sub-total Residential Homes' Staff Costs	£355.30	£372.61			
TOTAL RESIDENTIAL	£585.72	£605.73		£20.01	3.42%

	Fee 2020/21	Indicative Fee 2021/22	Basis of Calculation	Increase per week	Overall % Increase
EMI Residential Homes					
Management / Admin	£50.83	£51.85	2% increase		
Senior Care Staff	£148.58	£149.34	10.925 hours x £13.67		
Care Staff	£129.61	£130.12	10.925 hours x £11.91		
Agency (5% of hours - hourly pay rate + 40%)		£15.39	1.15 hours x £13.38 (av of (£8.91 + £10.21) +40%)		
Domestic Staff	£50.47	£51.58	NLW 2.2% increase on 2020/21 rate		
Sub-total EMI Residential Homes' Staff Costs	£379.49	£398.28			
TOTAL EMI RESIDENTIAL	£609.91	£631.40		£21.49	3.52%
Nursing Homes					
Management / Admin	£50.83	£51.85	2% increase		
Senior Care Staff	£161.50	£162.33	11.875 hours x £13.67		
Care Staff	£140.88	£141.43	11.875 hours x £11.91		
Agency (5% of hours - hourly pay rate + 40%)		£16.73	1.25 hours x £13.38 (av of (£8.91 + £10.21) +40%)		
LA FNC Element	£7.27	£7.42	2% increase		
Domestic Staff	£50.47	£51.58	NLW 2.2% increase on 2020/21 rate		
Sub-total Nursing Homes' Staff Costs	£410.95	£431.34			
TOTAL NURSING	£641.37	£664.46		£23.09	3.62%
EMI Nursing Homes					
Management / Admin	£50.83	£51.85	2% increase		
Senior Care Staff	£180.88	£181.81	13.3 hours x £13.67		
Care Staff	£157.78	£158.40	13.3 hours x £11.91		
Agency (5% of hours - hourly pay rate + 40%)		£18.73	1.4 hours x £13.38 (av of (£8.91 + £10.21) +40%)		
LA FNC Element	£7.27	£7.42			
Domestic Staff	£50.47	£51.58	NLW 2.2% increase on 2020/21 rate		
Sub-total Nursing EMI Homes' Staff Costs	£447.23	£469.79			
TOTAL EMI NURSING	£677.65	£702.91		£25.26	3.74%

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	22 March, 2021
Subject:	Enabling the Isle of Anglesey County Council to transition into a carbon neutral organisation by 2030 - delivering a new corporate Climate Change Programme.
Portfolio Holder(s):	Councillor Richard Dew, (Planning and Public Protection Portfolio Holder)
Head of Service / Director:	Dylan Williams, Deputy Chief Executive
Report Author:	Dylan Williams, Deputy Chief Executive
Local Members:	All elected Members

A –Recommendation/s and reason/s	
1.0	Introduction
1.1	The Isle of Anglesey County Council (“the authority”), unanimously declared a climate emergency at Full Council on the 8 th September 2020, committing the authority to become carbon neutral by 2030.
1.2	The scale of the transformational change needed, and how this can be achieved (through a combination of corporate and Service level activity, improved awareness, and behavioural change) needs to be better understood.
1.3	Several National and regional Strategies have since been drafted to respond to the challenges to reduce greenhouse gas emissions. Whilst the authority is fully committed to continued engagement and collaboration with all partners, at all levels, there is also a recognition that all delivery is local. The authority is committed to providing local leadership on the Island, and to act corporately to deliver decisive changes to enable the effective transition into being a carbon neutral organisation. Whilst some decisions and actions are within the authority’s control, others will need assistance and additional resources from the Welsh Government and UK Government to co-ordinate, develop, and deliver. Despite the challenges and ongoing uncertainties, the opportunity to make lasting positive impacts and change needs to be grasped.
2.0	Context
2.1	Climate change is the globally defining challenge of our time. It is a matter that transcends political and social boundaries and it is often the most vulnerable members of communities who are impacted the most. Decarbonisation offers enormous opportunities to create a vibrant and socially-just economy. The key legislation and policies are summarised in <u>Annex A</u> .

2.2 Together the UK Climate Change Act (2008), the Wellbeing of Future Generations (Wales) Act 2015 and the Environment Act (Wales) 2016 provide the legal framework for action on climate change and sustainable management of Wales' natural resources, with each underpinned by strategies and frameworks. Together they position Wales as a low carbon and environmentally sustainable economy, ready to adapt to the impacts of climate change and to mitigate the impacts on biodiversity.

The ambition for Wales includes a goal of a carbon neutral public sector by 2030. To achieve that goal, Welsh Government advocate a 'team Wales' approach with strong leadership, collaboration and political engagement across national and local government, and a consistent and robust approach.

2.3 Local government is recognised as being fundamental to delivering decarbonisation, particularly in providing local leadership and championing ambitious sustainable solutions and behavioural change. There are already considerable external funding (grants and loans) opportunities to progress climate change and decarbonisation plans and programmes, with an increase likely over coming years. A clear plan, corporate approach, a comprehensive baseline, robust monitoring arrangements, dedicated additional capacity, and defined roles and responsibilities will be essential to try and take full advantage and reinforce current efforts to transition into becoming carbon neutral by 2030.

2.4 Local government across Wales also recognise that working together to share expertise, evidence and solutions will help ensure investment, as well as effective strategy and policy to develop and deliver the quickest and most sustainable 'route-map' to achieving legal obligations and ambitions to be carbon neutral by 2030.

3.0 Local Government Decarbonisation Strategy Panel

3.1 The Local Government Decarbonisation Strategy Panel (DSP) has been set up to help lead, support, encourage and give a strategic overview.

3.2 The establishment of the Panel was agreed by the Partnership Council for Wales in June 2020, with representation by local authority chief executives, WLGA, other public sector organisations, Welsh Government and relevant advisors. It reports to the Partnership Council who provides political direction and leadership for the work. North Wales local authorities are represented by the Chief Executive of Conwy County Borough Council.

3.2.1 Each local authority is committed to:

- a) **Understanding their carbon footprint, in line with guidance for public sector greenhouse emissions reporting**
- b) **Agreeing to a set of net zero commitments/pledges for COP26 (scheduled to be held in Glasgow in November 2021)**
- c) **Closely monitoring and reporting on their current and future carbon emissions**
- d) **Ensuring there is a robust, evidence-based net zero action plan in place, as a living document, by March 2021**
- e) **Working with the new Decarbonisation Strategy Panel**

The Panel and Welsh Government have recently prepared a route map for decarbonisation across the Welsh public sector which proposes the following broad priority areas for action: Buildings; Mobility and Transport; Land Use; and Procurement.

4.0 The Authority's Carbon Footprint (Baseline)

- 4.1 Understanding the carbon footprint of the authority is critical. A current and complete corporate baseline will ensure the approach is data driven to inform the prioritisation and progression of priority areas for intervention. Welsh Government guidance is believed to be imminent, whilst several other local authorities have already applied recognised methodologies within their organisations. This is the foundation to the whole corporate transition process. Once there is a baseline, it will be possible to introduce an effective corporate monitoring framework and dashboard. Targets can then be set with an agreed plan to deliver and becoming carbon neutral can be integrated into corporate planning and performance management arrangements at all levels.
- 4.2 The Current Council Plan (2017-2022) recognises *“Work in partnership with our communities to ensure that they can cope effectively with change and developments whilst protecting our natural environment”*, as one of three main priorities. This is to be progressed by *“becoming more energy efficient and decrease our carbon emissions by concentrating on Leisure Centres, Schools and street lighting”*. Despite the progress made to date, it is recognised that a more comprehensive and ambitious corporate approach will need to be embedded into the next Council Plan, influenced and informed by the carbon footprint baseline.
- 4.3 Annex B outlines the current emissions which the authority monitors and measures, and some areas where greater activity is required.

5.0 Action to Date (Baseline)

- 5.1 In early 2020 (pre pandemic) an officer Task & Finish Group collaborated to prepare a baseline of existing action to combat climate change and decarbonise (directly and indirectly), with a view to informing a draft action plan. This baseline (not definitive) is included in Annex C. Individual Services have been and continue to deliver positive changes. Despite this, the information collated is very descriptive in terms of activity, with no consistent approach to determine, predict, or quantify the impact on reducing carbon emissions (against a corporate carbon footprint baseline). In addition, there are currently no formally agreed carbon reduction targets.
- 5.2 Since this work commenced several traditional working practices and ‘norms’ have been changed to maintain staff safety and service provision (e.g. virtual meetings have reduced overall work-related travel, working from home etc.). These must now be recognised as part of the baseline, nurtured and embedded when we enter the post pandemic recovery period.

6.0 Good Practice Review and Learning

- 6.1 Research and learning has been undertaken by various officers to influence and inform the proposed corporate approach to transition into a carbon neutral organisation. This is recognised as being the start of a new corporate journey with evolving expectations, policy, guidance, governance, and potential opportunities to secure additional delivery and implementation resources.
- 6.2 In addition to participation at various WLGA and national forums, collaborating regionally (through largely informal structures), considering structures and approaches in other local authorities, reviewing relevant documents and publications, knowledge has been gained from attendance and participation at several recent virtual conferences and webinars:
- LGA Climate Change 2020 (17th and 18th September 2020)
 - Climate Emergency Virtual Round Table (25th September 2020)
 - Low Carbon Connections Conference – Decarbonisation of Heat and Transport (2nd October 2020)
 - Locking in Positive Behaviours and the Benefits of Greene Recovery Webinar (2nd October 2020)
 - NW Wales Area Statements Webinars (NRW) (16th – 27th November 2020)
- 6.3 This learning is summarised in Annex D, to assist and enable the authority to make an informed decision on the way forward.

7.0 Corporate Co-ordination Capacity and Expertise

The authority does not currently have a dedicated corporate (or political lead) for climate change. Whilst some expertise exists on decarbonisation within specific services, this is aligned with construction and building improvements. Other authorities have demonstrated their commitment to this critical thematic area by allocating dedicated resources. It is hoped, and anticipated, that over time the Welsh Government will recognise that activity to tackle climate change and decarbonisation must be reflected and incorporated into local authorities' annual settlements. As time is of the essence, there is no alternative, but to allocate core funding to create dedicated capacity/ expertise to lead on progressing and co-ordinating the initial stages of development and delivery.

This would be utilised to cover the employment costs of a senior corporate Climate Change Programme Manager for a two year period, with an operational budget that would be utilised to prepare a carbon baseline, monitoring framework, dashboard, formulate a costed action plan, procure training etc. The dedicated capacity would also co-ordinate cross service activities, represent the authority in relevant regional and National groups and events, report on progress, influence Service activities, identify good practice, and ensure there is a sense of purpose, leadership and momentum.

The capacity does not currently exist within the authority to undertake these critical initial stages.

8.0 Conclusion

- 8.1 There is clear evidence that a plethora of activity is being progressed by different Services areas, responding positively to the need to reduce the authority's carbon footprint. Despite this, there is currently no dedicated corporate capacity and expertise to lead and inform the necessary whole organisation transformational change required.
- 8.2 There is no corporate action plan, consistent approach, adopted targets, comprehensive baseline, or formal monitoring and reporting mechanisms. Expectations are increasing, and the authority now needs to demonstrate the necessary internal and external local leadership.
- 8.3 The commitments each local authority in Wales has made (through the Local Government Decarbonisation Strategy Panel) require a dedicated and sustained response. Time, effort and resources across the authority is already stretched, and without a dedicated programme approach, action plan, governance, and capacity/ expertise, the authority is unlikely to achieve its commitment to become carbon neutral by 2030.
- 8.4 Time is of the essence, with a need to take swift, meaningful and decisive action.

Recommendations:

- 1. Support and endorse the development and implementation of a new corporate Climate Change Programme to enable the authority to transition into a carbon neutral organisation by 2030.**
- 2. Support and endorse the Deputy Chief Executive being the SRO (Senior Responsible Owner).**
- 3. Prioritise resources on the local authority commitments agreed at the Local Government Decarbonisation Strategy Panel (section 3.2.1 above).**
- 4. Support and endorse the utilisation of a restricted reserve of £400,000 to create dedicated capacity/ expertise to lead on progressing and co-ordinating the initial stages of development and delivery.**
- 5. Support and endorse the recruitment of a corporate Climate Change Programme Manager to lead on development and delivery.**
- 6. Support and endorse the establishment of a Climate Change Working Group (with political representation) – an advisory, non-decision-making group to make recommendations and requests.**
- 7. Support and endorse the appointment of a 'Climate Change Champion' on the Executive Committee.**

B – What other options did you consider and why did you reject them and/or opt for this option?
Do Nothing - unlikely to have the necessary impact and influence
Operate within existing procedures and capacity - unlikely to have the required impact and influence

C – Why is this a decision for the Executive?
As it sets strategic direction and allocates additional revenue funding.

CH – Is this decision consistent with policy approved by the full Council?
The intention is consistent with the Council's Strategic Plan (2017 - 2022), but the need to implement the importance and commitment of the public sector, to respond effectively and timely has changed recently.

D – Is this decision within the budget approved by the Council?
No allowance has been made to fund the cost in existing budgets and the Executive will need to agree the release of funding from general reserves or from other earmarked reserves which are no longer required.

E – Impact on our Future Generations(if relevant)		
1	How does this decision impact on our long term needs as an Island	Ensures there is corporate recognition and response to the challenges of climate change (starting a journey).
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	It is intended to develop a program that will require additional investment, but will bring benefits and cost savings in the long run.
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom:	Have been engaging with other Councils, as well as the Welsh Local Government Association and the Welsh Government.
4	Have Anglesey citizens played a part in drafting this way forward? Please explain how:-	No input because the proposal is to create a program, not the content.
5	Outline what impact does this decision have on the Equalities agenda and the Welsh language	None as the proposal involves recruitment in accordance with the Council's Equality and Welsh Language Policies

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	Supportive
2	Finance / Section 151 (mandatory)	Supportive
3	Legal / Monitoring Officer (mandatory)	Supportive
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Procurement	
8	Scrutiny	
9	Local Members	

F - Appendices:
<p><u>Annexes</u></p> <p>Annex A Summary of Key Climate Change Legislation and Policies</p> <p>Annex B Current Emissions Measured</p> <p>Annex C Action to Date (Baseline)</p> <p>Annex D Best Practice Suggestions to Tackle Climate Change and Recommendations for Consideration</p>

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

Annex A **Summary of Key Climate Change Legislation and Policies**

Climate Change Act 2008

The Act makes it the duty of the Secretary of State to ensure that the net UK carbon account for all six Kyoto greenhouse gases for the year 2050 is 100% lower (net zero) than the 1990 baseline, Wales has a target of a 95% reduction with the aim of achieving net zero.

Link: <http://www.legislation.gov.uk/ukpga/2008/27/contents>



The Paris Agreement

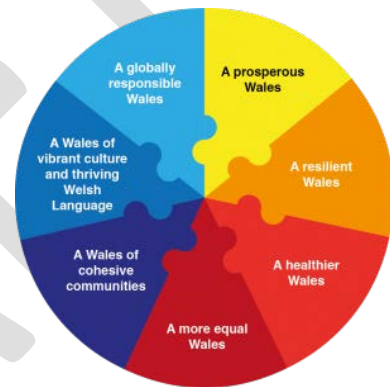
The first-ever universal, legally binding global climate deal is an agreement within the United Nations Framework Convention on Climate Change, dealing with greenhouse-gas-emissions mitigation, adaptation, and finance, signed in 2016.

Link: <https://unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement>

Well-being of Future Generations Act 2015

Requires public bodies in Wales to think about the long-term impact of their decisions, to work with people and communities and to prevent persistent problems such as poverty, inequality and climate change.

Link: <https://futuregenerations.wales/about-us/future-generations-act/>



Welsh Public sector decarbonisation

The Welsh Government has an ambition to decarbonise the public sector. This was supported by the National Assembly for Wales in debate on decarbonisation in the Public Sector in June 2017.

Decarbonisation is one of the Welsh Governments national priorities and public sector leadership is a key theme in the “prosperity for all: A low carbon Wales” plan of action.

Link: <https://gov.wales/sites/default/files/publications/2019-04/decarbonisation-of-the-public-sector-call-for-evidence-2017.pdf>

Environment (Wales) Act 2016

Introduced by the National Assembly for Wales and came in to force on 21 March 2016. The act puts in place the necessary legislation to enable more sustainable planning and management of the natural resources of Wales.



IOACC Plan 2017-2022

The Council's key ambition from the Plan is: "we will be working towards an Anglesey that is healthy, thriving and prosperous" and includes three main objectives:

- See people realise their potential
- Vulnerable people are safeguarded
- Communities and the environment are protected in times of change

Annex B
Current Emissions Measured

DRAFT

What is currently measured?

Scope	Emissions	Owner	What do we measure, when and how?	Where is it reported	How is the data utilised to inform decision making?	Automated or Manual process?	Are there exemplars in other Council's?	What are the gaps?
Scope 1	Gas, LPG and Oil for heating buildings	Property	Electronic record of fuel consumption held for each commercial building from bills. All metered for Mains gas whilst oil and LPG consumption are largely calculated based on delivery notes. kWh then converted in to tCO2e	Internally	Data used to ascertain whether there is a general trend in reducing energy consumption and to determine which buildings to prioritise in energy efficiency projects such as Re:Fit.	Manual		
Scope 1	Fuel consumption in fleet vehicles	Fleet	Fuel consumption (Diesel, LPG, Petrol) / mileage. Annual totals of fuel consumption available from sales receipts / delivery reports. Also available monthly when figures are sent to finance for recharging departments. Figures can be converted to CO2e	Internal within the service and sometimes externally. Fleet data has been sent to the welsh government energy service as part of the ULEV project who's intention is to provide us with a report which will hopefully help us in making future decisions with regards to the fleet.	Has been used to calculate costs per mile	Manual	Not sure, perhaps Swansea Council who implemented a fleet of approx. 40 electric vans a couple of years ago	
Scope 2	Electricity usage in buildings	Property	Electronic record of electricity consumption for each commercial building held which can be converted to tCO2e	Internally	Data used to ascertain whether there is a general trend in reducing energy consumption and to determine which buildings to prioritise in energy efficiency projects such as Re:Fit.	Manual		
Scope 2	Street lighting	Highways	Monthly electricity consumption of street lighting from bills & monthly carbon emissions by PowerData Associates.	Internally	The data is regularly assessed and discussed with the Senior Engineer in team meetings.	Manual		
Scope 2	EV Charging	Fleet	Record kept of Electricity usage relating to charging of electric vehicles - can be converted to tCO2e	Internal within the service and sometimes externally. Fleet data has been sent to the welsh government energy service as part of the ULEV project who's intention is to provide us with a report which will hopefully help us in making future decisions with regards to the fleet.	Has been used to calculate costs per mile	Manual		

Scope 3	Water supply to buildings and waste water returned as sewerage	Property	Record held of water usage for all commercial buildings which can be converted to tCO2e. Bi-annual billing received for most sites.	Internally	If there is a significant increase in consumption in a building from one year to the next, a site investigation is undertaken where possible to check for leaks.	Manual - extremely laborious process		Paper bills are still received and scanned to Civica, meaning each site has to be searched for manually which is laborious and prone to human error. Unlike energy contracts. This has not been taken over by procurement and put on consolidated electronic billing.
Scope 3	Recycling and waste from commercial buildings	Procurement	Annual report available from contractor who carries out the service with waste in kg for each building. This can then be converted to CO2e	Internally and externally				
Scope 3	Municipal Waste	Waste	Total annual tonnage of kerbside collection, Recycling Sites and bring sites available with breakdown for different types of waste / recycle. Can be converted to tCO2e	Both internal and external in line with WG requirements. We input all data on Waste Data Flow	Once the data is rolled up on WDF we're given our monthly/quarterly/annual recycling figures. We assess the quarterly figures and identify where we need to improve for the next quarter. The data is sent internally as a Performance indicator and is discussed with elected members if targets aren't met.	Data is inputted manually		

What else needs to be included?

Scope	Source	Emissions	Owner	Comments
Scope 1	Fuel Combustion	Gas, LPG and Oil for heating housing communal areas.	Housing	Unsure if monitored at present – Will be very insignificant in overall figure.
Scope 2	Purchased Electricity	Electricity usage in housing communal areas.	Housing	Unsure if monitored at present – Will be very insignificant in overall figure.
Scope 1	FGases	Refrigerant gases from air conditioning	Property / IT	Unsure if monitored at present – Will be very insignificant in overall figure.
Scope 3	Staff Travel	Commuting	All departments	Not monitored at present
Scope 3	Staff travel	Personal vehicle business use	Fleet / All departments	Unsure if monitored at present.
Scope 3	Procurement	Purchased goods and services	All departments	Not monitored at present. Very high emissions associated with procurement.
Scope 3	Investments			

ANNEX C

Isle of Anglesey County Council Climate Activity Baseline

Title	Implementation Period	Lead Service/ Corporate	Overview	Recent Achievements	Delivery Mechanism (Internal/ Contract)	Reports to?
Energy Island Programme	Ongoing	Regulation & Economic Development	<p>The EIP’s vision is to create a once in a lifetime opportunity for jobs, economic growth and prosperity through capitalising on a number of transformational projects putting Anglesey and the wider region at the forefront of low carbon energy, research and development, production and servicing.</p> <p>The Energy Island Programme collaborates with a number of key stakeholders to:</p> <ul style="list-style-type: none"> • Attract and de-risk major strategic investment • Influence potential developers • Support development of competitive people and communities • Support development of competitive businesses • Support development of competitive infrastructure • Realise the benefits major projects can bring and mitigate adverse impacts • Maximise long-term legacy benefits 	<ul style="list-style-type: none"> • Ongoing 	Internal	Service Delivery Plan & IACC Level 2 Governance

Regulation & Economic Development Service Delivery Plan	2019-2020	Regulation & Economic Development	<p>The Vision of the Service is ‘to create a better Island to live, work and visit by strengthening the social, economic, environmental and cultural well-being of Anglesey and its communities’.</p> <p>It aims to:</p> <ul style="list-style-type: none"> • Manage and control the development and use of land and buildings to develop the economy, support communities and safeguard the environment. • Promote and protect a safe, fair and healthy living and working environment for residents and businesses. • Develop the visitor economy, promote the enjoyment of natural resources and effectively manage coastal assets. • Develop and deliver activities to enable job creation, increase prosperity, and support vibrant and resilient communities. • Maximise positive benefits from major projects, whilst mitigating adverse impacts, to ensure a positive and sustainable legacy. • Provide leisure facilities and activities for people, of all ages, to live their lives in a healthy way. 	<ul style="list-style-type: none"> • Construction of Pen- Yr- Orsedd Business Units and extension of Anglesey Business Centre utilised renewable energy technology including solar PV panels on each unit, energy efficiency measures and electric vehicle charging points. • Market Hall, Holyhead re-development completed with works aiming towards BREEAM excellence standards; • TRIP Empty Properties Thematic Project (2018/19 & 2019/20 & 2020/21) — anticipate that 98 households will have been supported to improve the energy efficiency of their homes (Anglesey & North Gwynedd sub-regional scheme, IACC is lead body) • Baseline information collected on energy performance of leisure centres during 2019. 	Internal	Regulation & Economic Development Senior Management Team
---	-----------	-----------------------------------	--	--	----------	--

				<ul style="list-style-type: none">• Installed LED lighting across all leisure centres to improve energy efficiency (further energy efficiency improvement works to take place in March-September 2020 which includes: Solar PV, Boiler Optimisation, Insulation etc.)• AONB activities improved human behaviour towards climate change by promoting beach cleans and plastic free island.• Planning function relocated to the Council Headquarters as part of the Council's Smarter Working project (reduces energy use and better efficiency etc).• Ongoing work by Public Protection – e.g. safe storage and dispensing of petroleum at licenced sites; Inspections of industrial processes subject to Environmental Permits controlling air pollution; Statutory Private Water Supply samples; Pest Control response.• Annual review and assessment of air quality on Anglesey		
--	--	--	--	---	--	--

<p>Asset Management Plan</p>	<p>2020 - 2025</p>	<p>Highways, waste and Property (Property Section)</p>	<p>The Corporate Asset Management Plan sets the strategic framework within which all the IACCs assets will be managed. It is intended to guide future decisions concerning the acquisition, use, development and disposal of property assets to meet the operational and strategic needs of the organisation and its different Service areas. It seeks to ensure that the portfolio of land and property is managed effectively to remain fit-for-purpose (within the current period of resource and finance constraints).</p> <p>The aim of the Corporate Asset Management Plan is to ensure assets support current and future service requirements and provide the means to prioritise future investment and rationalisation decisions.</p>	<ul style="list-style-type: none"> • Numerous assets have been transferred to Town & Community Councils to run, preserving service provision and generating revenue savings. • Several surplus assets have been sold generating revenue savings and capital receipts resulting in a leaner asset portfolio. • Completion of Smallholding Rural Estate renovations resulted in modern more energy efficient housing and safer outbuildings for our tenants. • Completion of Smarter Working Project resulted in more agile workforce and efficient use of space in the main Council building. 	<p>Internal, external, public service & community groups</p>	<p>Land & Assets Group</p>
------------------------------	--------------------	--	---	--	--	--------------------------------

			<p>The aim will be progressed by:</p> <ul style="list-style-type: none">• Embedding a new culture of innovation that maximises the use of technology• Deliver services in a customer focussed way which is consistent with the IACCs core values and behaviours• Enabling transformation and further efficiencies through proactive portfolio management (whilst maximising income)• Managing the estate effectively• Maximising regeneration and well-being opportunities through effective procurement and joint-working• Protect and reduce overall harm to the environment.			
--	--	--	--	--	--	--

DRAFT

Buildings Refit	2018-tbc	Highways, waste and Property (Property Section)	<p>Re:fit Cymru is a framework for energy conservation retrofits within public sector buildings in Wales. It allows public bodies to include multiple buildings and saving measures within a single OJEU procured energy performance contracting framework providing energy reduction and alternative energy schemes which have scale.</p> <p>The main aims are:</p> <ul style="list-style-type: none"> • To improve energy efficiency of the authorities public buildings in line with targets set in the energy efficiency strategy (2017-2022) • To reduce the running cost of buildings • To lessen the environmental impact of the authorities buildings by reducing carbon emissions and by transitioning away from fossil fuels where possible. 	<p>Energy efficiency measures carried out thus far include:</p> <ul style="list-style-type: none"> • Solar PV panels installed at Ysgol Kingsland and Ysgol Morswyn. • BMS strategy updated in Council Offices and Ysgol Uwchradd Bodedern. • Pipe lagging installed across numerous sites. • Savacontrols installed on cooling equipment in schools to reduce energy. • Llangefni Library LED lighting installed 	Internal & External – Managed by IACC but delivered by the Larkfleet Group.	Land & Assets Group
-----------------	----------	---	---	--	---	---------------------

Schools Catering Contract	2020 – 2027	Learning	<p>New Schools Catering Contract includes a requirement to conform with The Environment (Wales) Act 2016 and the Plastic Free Island status.</p> <p>These elements within the contract will be continuously monitored and managed throughout the contract.</p>		Contract	Learning Services Senior Leadership Team
Safeguard species and habitats	On-going	Learning	<p>Various projects within schools to safeguard species and habitats and educate the pupils on how planting trees and managing these habitats can help to combat climate change.</p>	<ul style="list-style-type: none"> • A forest called Coed y Felin situated behind Ysgol Syr Thomas Jones has over 11,000 trees that were planted by pupils from the school in 2011 and this site is by now developing in to a habitat for various animals and insects. • A group of pupils from this school also volunteer every year with the North Wales Nature Trust. 	Internal	

				<ul style="list-style-type: none">• Ysgol Y Borth have a wildlife area which contains a large pool of water and they have a tree planting scheme which has been running for the past ten years and has resulted in a significant increase in the number of trees on the site.• Ysgol Corn Hir have received trees from the Woodland trust and have created a wildlife area in the school field to ensure a suitable habitat for birds.		
--	--	--	--	---	--	--

DRAFT

Schools Grounds Maintenance contract	2019 – 2022	Learning	<p>This contract includes the following requirements:</p> <ul style="list-style-type: none"> ○ The chemical Known as 2:4:5 T (or any substance containing it) is banned from use on all properties of the Authority. ○ The contractor will ensure that no vegetation or environmental feature is affected by his actions and any claims for damage shall be met by the Contractor at his own expense, it is suggested that appropriate insurance be purchased. <ul style="list-style-type: none"> ● These elements within the contract will be continuously monitored and managed throughout the contract 		Contract	Learning Services Senior Leadership Team
Street Lighting Energy & Carbon Reduction Programme	2012 - ongoing	Highways, waste and Property (Property Section)	<p>The County Council are responsible for the maintenance and energy consumption of 9,801 public street lighting and 844 illuminated signs.</p> <p>The service is committed to continue the reduction in energy and reduce the carbon emissions without causing detrimental change to the wellbeing of Anglesey people.</p>	<p>Upgrade of street lighting lanterns to new energy efficient LED lanterns. The new LED lanterns has proven to reduce light pollution, light trespass, scenic intrusion, sky glow whilst also limiting glare to a minimum. All of which have improved the 'Dark Sky' status for Anglesey. The Authority have received financial assistance from Salix grant funding and has now completed 99% of the upgrade. This initiative has already</p>	<p>Internal & External – Managed by IACC but delivered by</p> <p>The Highways and Street Lighting Term Maintenance Contractor.</p>	Land & Assets Group

				reduced the energy consumption and carbon by 2,247,000kwh and 1,538 tonnes respectively since 2012.		
21 st Century schools Modernisation Programme	Ongoing	Learning / Highways, waste and Property (Property Section)	<p>The construction of three new schools within Band A of the programme has seen new schools located at Ysgol Cybi, Holyhead, Ysgol Rhyd y Llan, Llanfaethlu and Ysgol Santes Dwynwen, Newborough. The final school within Band A will commence later this year.</p> <p>Schemes for Band B are currently under consultation which will focus on the Llangefni, Amlwch and Seiriol areas.</p>	<p>All three schools have achieved BREEAM Excellent rating.</p> <p>All three school have incorporated renewable energy through Solar pv and air source heat pumps.</p>	Internal & External – Managed and Lead Design by IACC with external Consultant and contractor assistance.	School Modernisation Group

				<p>Ysgol Rhyd Llan was constructed from low carbon straw bale wall panels and won the the Constructing Excellence award for Sustainability in both Wales and throughout the United Kingdom.</p> <p>LED lighting installed throughout the sites – both internally and externally.</p> <p>BMS systems installed on all building to allow remote monitoring of building performance with regards to energy, heating, ventilation, leak detection, fault detection etc</p> <p>All future new build school projects to include electric car charging points.</p>		
--	--	--	--	---	--	--

Commissioning of Care Services.	On-going.	Adult Services	<p>Council Plan 2017 – 2022</p> <p>“We will be working towards an Anglesey that is healthy, thriving and prosperous”</p> <p>OBJECTIVE 1</p> <p>Ensure that the people of Anglesey can thrive and realise their long term Potential.</p> <ul style="list-style-type: none"> • Deliver services in a customer focussed way which is consistent with the IACCs core values and behaviours. <p>All Tender applications in the future will ask applicants to demonstrate their commitment to economic, social and environmental well-being of the Island as a whole.</p> <p>Tenders will also be asked to consider and evidence understanding of ethical procurement / supply chains and modern day slavery.</p> <p>Contracts will stipulate and expect the following:</p>	<p>Transformation of Domiciliary Care and support.</p> <p>Tender process required applicants to provide a:</p> <ul style="list-style-type: none"> • Demonstration of an ability to deliver sensitive and appropriate services to the whole of Anglesey • Commitment to Economic, social and Environmental well-being of the Island as a whole. • Demonstration of the unique characteristic of the organisation which will add value for users and commissioners <p>The remodelling moved providers from across the Island to small patches. This significantly reduced travel for staff whilst offering the supported individuals better outcomes.</p>	Internal, external, public service & community groups	??
---------------------------------	-----------	----------------	---	--	---	----

		<p><u>Economic:</u></p> <ul style="list-style-type: none"> • Employ Local People from Local Communities they serve • Pay at least Living Wage • Guarantee hours to staff, enabling access to mortgages. • Develop staff through QCFs– increasing skill levels/future employability • Purchase goods locally – catering/stationery/equipment. • Employ individuals with Disability <p><u>Social:</u></p> <ul style="list-style-type: none"> • Create a library of local services/groups/amenities in Anglesey • Maximise opportunities for Service Users to access the community • Support local groups/committees • Choice – “Active Offer” - delivering service through preferred language of service user. <p><u>Environmental:</u></p> <ul style="list-style-type: none"> • Minimise travel-time between care visits • Demonstrate initiatives such as recycling bins, solar panels etc. • Support Service Users to conserve water/gas/electricity • Support recycling • Electronic Call monitoring – reduces the need for paper rotas and timesheets. 	<p>Moving to smaller patches has also help develop and stimulate local economy by keeping recruitment local and sustainable.</p> <p>The contract terms stipulate that employers must pay their staff at least the national living wages and that Zero hour contracts must not be used – allowing the employed more job security.</p>		
--	--	--	--	--	--

			<ul style="list-style-type: none"> • Use of on line training (where appropriate) / skype etc. – reduces travel for staff. • Work with housing providers to ensure homes are insulated where needed. 			
<p>Flood and Coastal Erosion Risk Management (FCERM)</p> <p>Grants Programme</p>	Continuous	<p>Highways, waste and Property (Highways Service)</p>	<p>The department follows the Authority's Local Flood Risk Management Strategy and investigates incidents of flooding and where appropriate, applies to Welsh Government for Grant Aid to implement Studies and Schemes to adapt to the effects of Climate Change.</p>	<p>Previously completed works include:</p> <p>Beaumaris Sea Wall and Treaddur bay wall / coastal defences.</p> <p>The current position is as follows.</p> <p>Works currently on site;</p> <ul style="list-style-type: none"> •Beaumaris Flood Alleviation Work on site is ongoing with 	<p>The floods team and Highway Maintenance team work together to record and investigate flood incidents and Highway Maintenance implement small grant aided FCERM schemes.</p> <p>Major schemes are managed by Major Projects</p>	<p>Head of Service Highways, Waste and Property.</p> <p>and</p> <p>Transformation Board.</p>

				<p>completion anticipated in spring 2020.</p> <p>•Nant Y Felin, Pentraeth Work on site is ongoing with completion anticipated in summer 2020.</p> <p>•Maes Hafoty, Llansadwrn Work on site is ongoing with completion anticipated in March 2020.</p> <p>•Small Scale Schemes (value up to £100k). Works ongoing or to be completed by March 2020</p> <ul style="list-style-type: none"> <input type="checkbox"/> Dwyran <input type="checkbox"/> Llangristious <input type="checkbox"/> Rhos yr Aur, Niwbwrch <input type="checkbox"/> Bryn Cadnant <input type="checkbox"/> Lon Ravenspoint <input type="checkbox"/> Lon Caergybi, Llanfair 	<p>in Highways with studies and business cases being carried out largely by consultants</p>	
--	--	--	--	--	---	--

				<ul style="list-style-type: none"><input type="checkbox"/> Ty'n Pwll Llangoed<input type="checkbox"/> Mill Lane – Beaumaris – advance purchase of grillage cleaning mechanism (for fitting in new structure in summer 2020) <p>Outline Business cases complete</p> <ul style="list-style-type: none">•Menai Bridge – Penlon Catchment <p>Business Case being considered by Welsh Government. If successful anticipated that design and development stage will take at least 12 months</p> <ul style="list-style-type: none">•Llanfairpwll <p>Business Case being considered by Welsh Government. If successful anticipated that design and development stage will take at least 12 months</p>		
--	--	--	--	--	--	--

				<p>•Valley</p> <p>Business Case being considered by Welsh Government. If successful anticipated that design and development stage will take 6 to 12 months</p> <p>Business Justification Cases complete</p> <p>•Mill Lane Beaumaris</p> <p>Business Justification Cases being considered by Welsh Government for new structure in Mill Lane, Beaumaris. To accommodate new grillage cleaning mechanism</p> <p>Outline Business cases ongoing</p> <p>•Holyhead</p> <p>Outline business case being prepared, collaborating with Welsh Water on modelling, with anticipated completion in Autumn 2020 for submission to Welsh Government.</p>		
--	--	--	--	--	--	--

				<p>•Amlwch</p> <p>Outline business case being prepared, liaising with natural Resources Wales on Main River aspect, with anticipated completion in Summer 2020 for submission to Welsh Government.</p> <p>Coastal Risk Management Schemes</p> <p>•Red Wharf Bay</p> <p>Design and Development stage about to begin, anticipated 12 month period.</p> <p>•Brynsiencyn</p> <p>Design and Development stage ongoing, anticipated completion June 2020.</p> <p>•B5109 - Llanfaes</p> <p>This scheme has not been successful in obtaining grant funding, as no homes are being protected. It is a priority for the Highway Service, due to the vulnerability of the road and the current frequency of closures due to flooding (tidal</p>		
--	--	--	--	--	--	--

				<p>and fluvial). We are pressuring WG to consider funding schemes where connectivity of communities is under threat. And considering the recently announced Climate Change resilience fund as a possible funding source.</p> <ul style="list-style-type: none">•Small Scale Schemes for 2020_21. We are anticipating, imminently, an invitation to apply for small scale schemes for the 2020-21 financial year and believe the invite will encourage applications up to the value of £200k. A list is in preparation including works in Benllech. <p>Shoreline Management Plan</p> <p>The shoreline management plan provides policy guidance on coast protection around the coast. It reflects climate change and predictions of sea level rise and sets out the policy to be followed at individual lengths of the coastline.</p>		
--	--	--	--	---	--	--

				<p>Around the Coast of Anglesey we have 12 locations where the policy guidance is changing as time progresses, from holding the line to managed retreat and in two cases, no active intervention. Further work is required to identify the challenges presented by these policy changes in these areas of Anglesey.</p>		
HWB Grant – Transforming IT in Education	2019-2023	Education/IT	<p>A Welsh Government Grant to transform ICT in Education. The grant aims to standardise on hardware in schools to ensure there is enough ICT resource for pupils. This has the residual benefit of ensuring procurement exercises are aligned and all equipment must be compliant with environmental standards and packaging must conform to strict parameters such as recycled cardboard content, no surplus plastic packaging etc.</p>	<p>First round of procurement has led to network equipment which is more efficient being procured which will lead to a reduction in energy use when installed. Second round has established a set of standards with which a second round of procurement is ongoing for end user devices. This will ultimately see the removal of older high energy use equipment lowering the footprint of IT in schools.</p>	Internal	HWB Project Board – Rhys H Hughes (Chair)

ICT Department	Ongoing	IT	<p>The ICT department is realigning its ICT Infrastructure plans to ensure environmental impact is assessed when considering infrastructure plans. Any software that is run in the cloud will need to demonstrate the environmental standards of their datacentres. Any hardware purchased will also be scored on efficiency. Currently working with property section through Re:Fit project to consider possible alternatives to cooling of the datacentres.</p>	<p>Servers are densely virtualised leading to lower power consumption, PCs have energy saving policies configured. The end user devices of the authority are procured through a framework which scores on energy efficiency and packaging type.</p>	Internal	ICT Team Manager
Waste Management	Ongoing	Highways, waste and Property	<p>All our recycling efforts on Anglesey are carried out due to the requirements of WG's national waste strategy, "Towards Zero Waste". The fundamental objective of this strategy is to reduce carbon impact. In summary, the recycling pathway we are following is directly linked to helping the environment.</p>		Internal / External	

<p>Clean And Green Anglesey</p>	<p>On-Going</p>	<p>Waste Management</p>	<p>Following the announcement stating that Anglesey is now Plastic Free, a lot of work was needed to actually gain that status. This entire project was lead under the assumption that there would be no funding and a lot of work has gone into improving internally</p>	<p>Status:</p> <p>No single use plastic freebies to be used in the Anglesey Show – Discussions have taken place and departments will be informed in due course to not use single use plastic.</p> <p>Remove Plastic Bottles from vending machines – Steady progress being made in which our first improvement can lead to an 80% saving in the requirement of plastic in the main offices and 40% in all Sport Centres</p> <p>School Catering Contracts – Discussions have taken place to inform applicants of the importance of this. Potential improvement will be made but the risk is the contract will cost the authority more.</p> <p>Continue Going to Schools and offer site visits – We as Waste Management are now in a position to be able to go around schools and give talks to students and what can and cannot be recycled which in turn would increase recycling.</p>		
---------------------------------	-----------------	-------------------------	---	---	--	--

				<p>Install Water Appliances in Newborough and Coastal Paths – Alun Owen has done fantastic work in securing a grant to be able to fund refill stations in popular destinations on the island.</p> <p>Terracycle Scheme – Siop Ellis in Llangefni has kindly agreed to receive our office waste as long as everything is in order. There are 4 initiatives that I would like for us to take part in – Chocolate Wrappers, Crisp Packets, Biscuit Packaging and Writing instruments.</p> <p>Moving to Parc Adfer – Household residual waste is now being transported to Parc Adfer instead of our previous provider which was Andusia in Sweden. That in itself is a massive saving on emissions on the haulage alone.</p>		
--	--	--	--	--	--	--

Housing Revenue Account Asset Management Strategy	2018-23	Housing Services	<p>Strategy has 6 objectives:</p> <ul style="list-style-type: none"> • Stock Data and Investment Need • Active Asset Management • Investment Planning • Maximising Returns • Affordability and Viability • Delivery Plan 			
Planned Maintenance Programme	2013 - ongoing	Housing Services	<p>During 2013 the Service entered a new phase of Traditional Planned Maintenance Contracts (PMC) following successful completion of the Internal Investment Programme and achieving WHQS compliance.</p> <p>A key driver for deciding investment need and priority has and will continue to be property energy ratings.</p> <p>Planned maintenance contracts awarded for 2020/21 involve properties that are off the mains gas network and, currently, have energy rating below WHQS targets.</p>	<p>Wherever practical, properties with solid wall construction have been externally insulated.</p> <p>Since 2013, 719 properties have benefitted from traditional planned maintenance contracts. Typically, contracts include the following energy saving measures:</p> <p>External Wall Insulation;</p> <p>Replacement Cavity Wall Insulation;</p> <p>Solar PV installations ;</p> <p>Replacement windows and doors;</p>	Internal	Annual Business Plan approved by the Executive, Full Council and Welsh Government

				<p>Increased Loft insulation.</p> <p>During 2020/21 work will continue on two contracts involving 120 properties. These properties at Aberffraw, Rhosneigr, Llangoed and Llanddona have bulk LPG as a main fuel source.</p>		
Fuel switching	2012 - 15	Housing Services	<p>Housing Services worked in partnership with Wales and West Utilities and British Gas in order to assess the feasibility of extending the mains gas network on Anglesey.</p> <p>As a result a further 230 properties benefit from mains gas connections.</p>	<p>Notable beneficiaries of this scheme included the villages of Llanerchymedd and Llanfaes together with Tyddyn Mostyn Estate in Menal Bridge.</p> <p>All properties benefit from increased energy ratings and reduced carbon footprints.</p>	Internal and External Partners.	

Loft Insulation	2012 - 15	Housing Services	In partnership with British Gas a rolling programme of installing or increasing the depth of loft insulation was rolled out to the benefit of the Housing Stock.	Over 1300 installations contributing towards energy efficiency targets and helping to provide households with affordable warmth.	Internal and External Partner	
Renewable Energy	2011 - ongoing	Housing Services	The Housing Service installs Solar PV wherever practical during Planned Maintenance Schemes and stand alone Solar PV schemes. Solar PV electric generation is free to the end user which will assist in the eradication of fuel poverty.	503 of the housing stock benefit from Solar PV. A further 87 properties have Solar Thermal installations. During 2019 a Solar PV scheme involving 36 properties served by bulk LPG saw average EPC ratings increase from 53 to 73.	Internal	
WHQS Compliance	Ongoing	Housing Services	The target WHQS energy performance is a SAP rating of 65. A full stock condition survey published during 2011 confirmed that the average rating for the housing stock was 63. The Housing Service WHQS Compliance Policy includes the following targets:	During 2019/20 the energy rating (SAP) of over 1000 properties have been reassessed to measure increased energy ratings. Average ratings for these properties have increased from an average 68 to 75.	Internal and external Independent Energy Assessors.	Periodic reporting and annual statistical returns to WG. Housing Board

			<ul style="list-style-type: none"> • An average EPC rating of 70 across the whole stock • 90% of the stock will have a rating of 65 or above <p>The Housing Service annual 30 year Business Plan allows for renewing central heating boilers every 15 years.</p>	Overall average stock energy performance has now reached 70 (Band C)		
Procurement	Ongoing	Housing Services	<p>Major contracts procured by Housing include Targeted Recruitment & Training , Wider Community Benefits and Supply-chain Opportunities requirements.</p> <p>Key elements include:</p> <ul style="list-style-type: none"> • Training and recruitment • Local supply chain opportunities • Wider community benefits linked with the local area • Completion of Value Wales Community Benefit Measurement Tool on contract completion <p>All capital tender opportunities are advertised via the sell2wales portal.</p> <p>The Housing Service vision is to ensure that local contractors and supply chains are given</p>	<p>Since 2013 82% of Traditional Planned Maintenance Contracts have been awarded to contractors based in NW Wales.</p> <p>59% of the above mentioned contracts have been awarded to Anglesey based contractors.</p>	Internal with external contractors	Value Toolkits submitted to and monitored by WG

			<p>every opportunity to compete for annual capital contracts.</p> <p>Awarding contracts to local suppliers engaging the local workforce will contribute towards carbon reduction whilst promoting job creation and job retention.</p>			
<p>New build (Council and RSL partners social housing)</p>	<p>On going</p>	<p>Housing Services</p>	<p>Achieving the highest rate of EPC is a priority for new builds</p>	<p>If properties are off gas network air source heat pumps are installed.</p> <p>Working towards 'fabric first' approach</p>	<p>Internal as well as working with partner RSL</p>	<p>Housing Services Board</p>

DRAFT

ANNEX D



**CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL**

Highways, Waste and Property Service

**Best Practice Suggestions to Tackle Climate
Change and Recommendations for Consideration**

DRAFT

November 2020

**Authors:
Simon J. Franco & Dylan Ll. Jones**

1.0 Purpose

- 1.1 To provide an overview of current best practice activities that could be adopted to contribute to tackle climate change locally.
- 1.2 To provide recommendations on how the IACC could move forward in contributing to tackling climate change following its recent climate emergency announcement.

2.0 Context

- 2.1 The 2015 Paris Agreement has put in place a roadmap for decarbonisation of the global economy.
- 2.2 UK Government became the first major economy to pass net zero emissions law in June 2019. The new target will require the UK to bring all greenhouse gas emissions to net zero by 2050, compared with the previous target of at least 80% reduction from 1990 levels. The UK's 2050 net zero target — one of the most ambitious in the world — was recommended by the Committee on Climate Change, the UK's independent climate advisory body. Net zero means any emissions would be balanced by schemes to offset an equivalent amount of greenhouse gases from the atmosphere, such as planting trees or using technology like carbon capture and storage.
- 2.2 The Welsh Government have set out a target to achieve a net zero carbon public sector in Wales by 2030. The Welsh Government and over half of all local authorities having declared a climate emergency to date with an intention to take action on climate change in their organisation and/or local area.
- 2.4 In September 2020, the IACC has declared a climate emergency to achieve carbon neutral status by 2030.
- 2.5 The recommendations outlined in this report are based on knowledge gained from a number of recent conferences and webinars as summarised in table below:

Event	Date	Contents summary	
LGC Climate change 2020	17-18/09/2020	<ul style="list-style-type: none"> • Investments • Green Recovery • Engagement • Communication • Climate Emergency • Strategy / Leadership 	<ul style="list-style-type: none"> • Net Zero targets • Priorities • Partnerships • Metrics • Travel / Transport • Procurement
Climate Emergency Virtual Round Table	25/09/2020	<ul style="list-style-type: none"> • Policy Context • Climate Action On Budgets 	<ul style="list-style-type: none"> • Supporting Local Authorities • Environmental Good Practice
Low Carbon Connections Conference - Decarbonisation of Heat and Transport	30/09/2020	<ul style="list-style-type: none"> • Focus on the newly produced Transport Maps from Charge EV project 	<ul style="list-style-type: none"> • Decarbonisation Of Heat

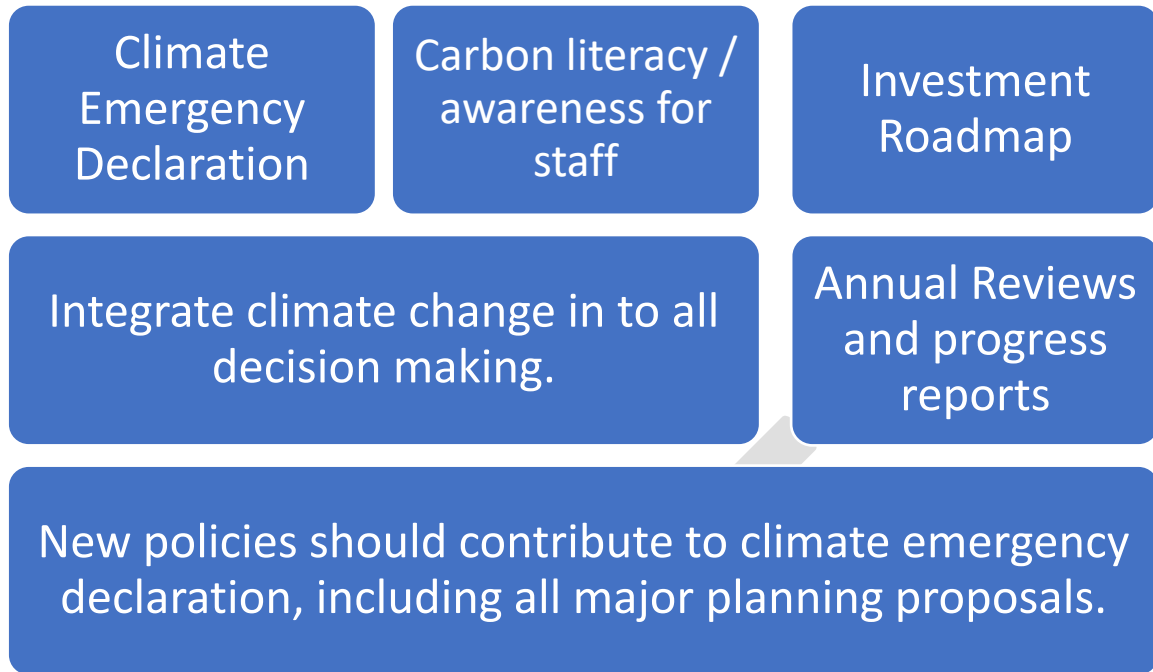
Locking in positive behaviours and the co-benefits of green recovery webinar	02/10/2020	<ul style="list-style-type: none"> • Locking in positive behaviours and the co-benefits of green recovery 	<ul style="list-style-type: none"> • Co-benefits of 'Green Recovery'
NORTH WEST WALES AREA STATEMENTS (NRW)	16-27/11/2020	<ul style="list-style-type: none"> • Area Statements, let's review where we are. • Climate and environment emergency. • Reconnecting people with nature 	<ul style="list-style-type: none"> • Encouraging a sustainable economy. • Ways of working. • Opportunities for resilient ecosystems

3.0 Leading a climate smart strategy

3.1 A positive, practical vision is the first step to ensuring an attainable climate strategy. Some of the key considerations required are outlined below:

Technical readiness	Are the technologies / behaviours needed to reduce carbon emissions available and ready to deploy?
Policy readiness	Do plans and policies that are in place support delivery?
Financial readiness	Are funds available? Are there investable options within the business models ready to be deployed?
Community readiness	Do the wider community, members of the public and businesses support the action required?
Delivery readiness	Are the necessary skills and supply chains ready to deliver?

3.2 The following chart summarises some of the main elements when integrating climate change in to council decision making:



4.0 Local priorities and role in delivering net zero

- 4.1 All decarbonisation can't be done at national level and it is important that local authorities play their part at a regional and local level.
- 4.2 Climate change is a crosscutting issue that needs to be considered in all operational activities undertaken by the local authority. Local authorities have influence or direct control in many areas that are crucial in delivering net zero. Some of which are listed below:

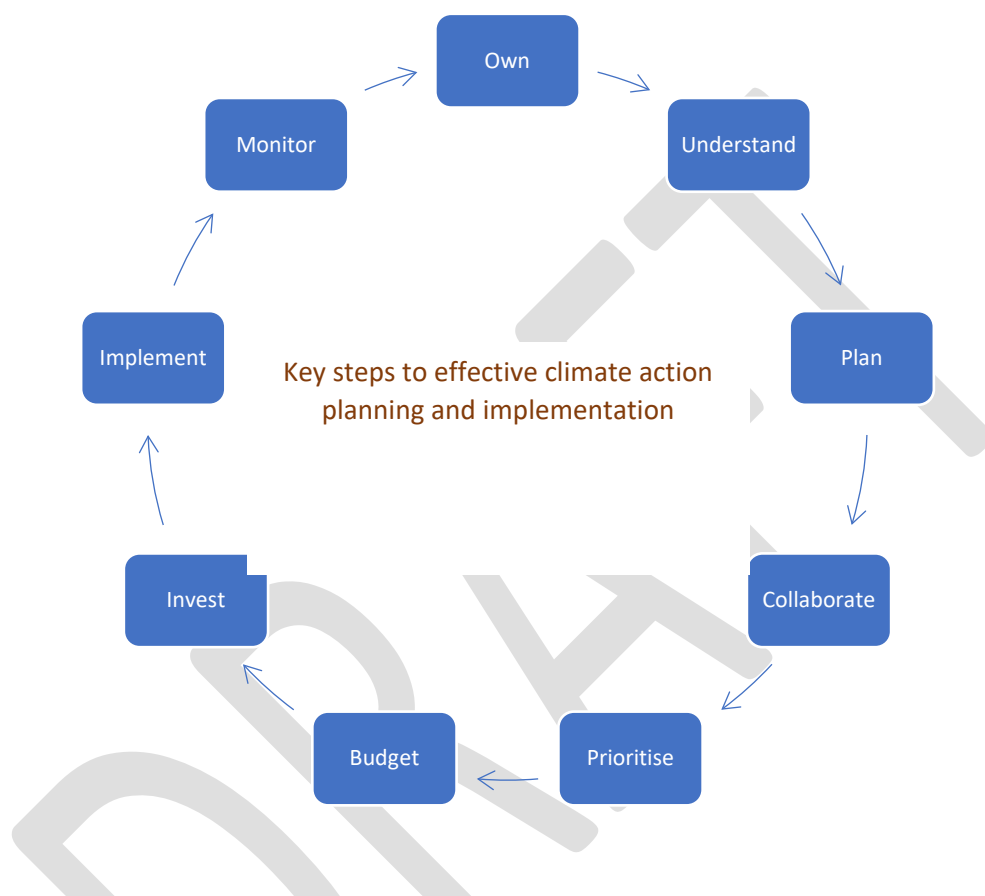
Direct Control	<ul style="list-style-type: none"> •Buildings •Travel
Procurement	<ul style="list-style-type: none"> •Goods and services
Place shaping	<ul style="list-style-type: none"> •Power to control development and transport
Showcasing	<ul style="list-style-type: none"> •Inovating, piloting, demonstrating and rewarding good practice
Conveying and contributing	<ul style="list-style-type: none"> •Brining people and organisations together
Engaging	<ul style="list-style-type: none"> •Translating global and national climate targets for local level

5.0 Best Practice Suggestions to tackle climate change

5.1 This section of the report provides an overview of the themes that was raised as best practice in recent conferences that the IACC should consider in its approach to tackling climate change locally.

5.2 Implementing an Action Plan

5.2.1 Some of the actions required after declaring a climate emergency are as follows:



OWN	Senior owner to co-ordinate climate action across departments and functions.
UNDERSTAND	Assess the key local causes and impact of climate change to inform focus.
PLAN	Set targets and milestones and timeframe for meeting such actions.
COLLABORATE	Local Authority can't do all work required alone. Engagement with businesses, organisations and individuals is necessary.
PRIORITISE	Identify which actions can have the biggest impacts.
BUDGET	Costing of actions and business case preparation.
INVEST	Secure investment
IMPLEMENT	Set out implementation programme

5.3 Sustainable Transport

- 5.3.1 The challenges and barriers to sustainable travel include safety perception, conflict / sharing of road network between different user groups, over reliance of the private car in rural areas.
- 5.3.2 There are a number of opportunities that could be considered in decarbonising the transport sector. These include: enthusiasm and appetite in cycling and walking since the Covid-19 pandemic, Active Travel Act 2013 and priorities associated with the Act as set out by Welsh Government, how more active travel can contribute towards the WBFGA 2015.
- 5.3.3 To contribute towards climate change initiatives could include: investment in infrastructure to improve the provision of cycling and walking, e-bike trials, electric fleet vehicles, EV charge points, park and ride facilities, individuals to minimise dependence on private car (financial incentives), engagement with local residents to understand people's barriers towards active travel and seek understanding on their aspirations and creating a fit for purpose local transport plan.
- 5.3.4 De-carbonising the transport sector is also a key factor in tackling climate change. This could be achieved by creating a fit for purposes local transport plan,

5.4 Influencing Human Behaviours

- 5.4.1 Climate change needs behaviour change, integrating behavioural science is fundamental when attempting to bring about change within an organisation and is crucial for public engagement. Society must change the way we heat our homes and offices, travel and consume products and services. This requires action on an individual level but also requires change at a broader societal level.
- 5.4.2 There are multiple influences on behaviour such as travel or household energy efficiency. Changing human habits are one of the biggest barriers to behavioural change. Habit leads to 'tunnel vision' where the same behaviour will be repeated until a particular habit can be disrupted through change or an event.
- 5.4.3 Education and information at school or colleges can influence behaviours of the next generation with regards to climate change and issues such as recycling and can influence their parents/families. This could go further by introducing climate change as part of the school curriculum. However, intervention is also required at the workplace and needs to be developed as the 'social norm'. Activities could include training sessions on climate change, incorporate as part of induction, introduce internal policy on climate change, and promote climate change champions in each Service to introduce behavioural change e.g. posters / advice on recycling / reducing electricity use.

5.4.4 The EAST framework can be used in order to bring about behavioural changes:

Easy - People often take the path of least resistance. You can therefore encourage desirable behaviours by removing small frictions or hassles, by defaulting people into the desirable choice, or by redesigning the way choices are presented to make the desirable behaviours easier.

Attractive - Humans are more likely to adopt a behaviour when it captures our attention or is in line with our motivation and beliefs. You can draw attention with visual cues that are particularly relevant or noticeable, and leverage motivation by emphasizing the positives and using incentives.

Social - Human behaviour is hugely influenced by what others around us are doing. You can promote desirable actions by highlighting the fact that other people are adopting them. You can also make behaviour more publicly visible, and emphasize opportunities for people to help each other.

Timely - People are creatures of habit, so nudges are most effective at moments of change in people's lives. We also have a deep tendency to emphasize the present more than the future. You can harness these tendencies by timing campaigns strategically, highlighting the immediate benefits of sustainable actions, and helping people plan ahead.

5.5 Property

- 5.5.1 Many steps that can be taken by local authorities include both social and environmental issues, some of the fundamental measures are listed below:
- 5.5.2 Building maintenance –The need to reduce energy and contribute to decarbonisation should be considered when carrying out any building works.
- 5.5.3 Decarbonisation of heating – Priority should be given to seek to decarbonise heating in line with Welsh Government aspirations. This is particularly relevant to IOACC due to the considerable number of sites which do not have mains gas and are heated via more carbon intensive LPG or oil.
- 5.5.4 Energy efficiency – Works to improve energy efficiency of buildings should be carried out in order to achieve the target set out in the energy management strategy.
- 5.5.5 Biodiversity – Ensure that any biodiversity lost due to building maintenance / construction is adequately replaced and increased.

5.6 Harnessing public engagement and securing partnerships

- 5.6.1 It is important not to assume knowledge when engaging with the public, a recent study by Energy catapult UK demonstrated that less than 49% of people were aware that energy consumed at home contribute to climate change.

- 5.6.2 People struggle to make the connection with climate change and their daily lives, whilst they are aware it is a big global issue, they fail to make the connection at an individual level.
- 5.6.3 It is therefore important to talk about things of interest to the intended audience, for example by showing that living and working in more environmentally friendly ways, not only reduces the consumption of resources but also results in financial savings for individuals and organisations.
- 5.6.4 Significant progress can be made by capitalising on the current situation “to push against open doors” when harnessing public engagement and securing partnerships. The renewed appreciation for nature and green spaces during the COVID-19 pandemic for example, provides an opportunity to engage the public on wider environmental and social issues. Active travel is another area that has seen a surge in interest during the pandemic with many people opting to cycle.

5.7 Funding, legal and strategic policy

- 5.7.1 Funding, legal and strategic policy, provide the technical underpinning to enable the leaders to deliver on the vision of responding to climate change.
- 5.7.2 Carbon neutrality is best learnt by doing. IOACC needs to get own house in order, lead that agenda , make sure operations achieve carbon neutrality as quickly as possible and then consider the wider issues. Having a councillor responsible for climate action is advisable to lead on and oversee this agenda.
- 5.7.3 Every opportunity to challenge the carbon impacts of each decision made (eg. Budgets, planning, land use, regulation) needs to be taken and subsequently ensure that the wider community is taken on the journey too, through securing partnerships and via public engagement.
- 5.7.4 As Climate Change is a devolved matter, it is recommended that a suitable officer from the IACC discusses directly with WG Energy Service on any funding streams that relates to climate change. It is understood from the conferences that in England there are no specific funding pots for climate change, but rather, net zero should be part of future funding bids as it should be an integrated matter into projects or business as usual.

5.8 Driving the agenda through procurement strategy

- 5.8.1 The procurement process can be both a barrier and an opportunity for local authorities to build on social value. Through supply chain criteria, local authorities have wide levers and are in a position to bring about transformation.
- 5.8.2 Historically, environmental and social value aspects have somewhat been a compliance tick box exercise but moving forward they need to form a core part of the business case and decision making process. Standard metrics are a challenge, it is

important to know which metrics to prioritise as they embed environmental value in to social value activities.

- 5.8.3 Ensuring a sustainable procurement strategy will enable Isle of Anglesey County Council to meet its needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis and generates benefits not only to the authority, but also to society, the economy and the environment.
- 5.8.4 The following steps can be implemented as a starting point for sustainable procurement:
- Commit to the principle and make sure it is at the centre of the organisation
 - Developing a sustainable procurement plan for all council purchasing that encourages low energy and more sustainable options
 - Promoting local purchasing where possible
 - Assessing the carbon footprint of goods and services procured, in order to understand the impacts of existing procurement and commissioning
 - Producing a sustainable procurement code of practice for use across the authority.
 - Utilising whole-life costing when assessing all capital projects
 - Transitioning to 100% renewable energy for own buildings and operations

6.0 The Authority's Carbon Footprint (Baseline)

At present, Carbon data from a number of sources is available although it is not yet clear which sources of emissions should be included when quantifying a total baseline figure for the Authority.

For example, the "greenhouse gas accounting tool" produced by the local government association and local partnerships states that authority housing should be excluded and is currently out of scope. It would therefore be beneficial to have clear and consistent guidance on this so that a concentrated effort can be made to calculate the emissions that need to be reported on.

6.1 Available Emissions Data

- Building Energy– Heating and Electricity
- Water usage
- Fleet – Fuel usage
- Street Lighting – Electricity usage
- Commercial building waste
- Municipal waste
- Housing – Carbon figure based on EPC rating.

6.2 Emissions data that could be obtained with relative ease

- Staff commuting
- Business travel

6.3 Emissions data that is unquantifiable at present

- Procurement – Estimated to be approximately 50% of the authorities emissions
- Land Use
- Leased assets and franchises

7.0 Recommendations

1. Develop an Action Plan with activities to include some of the realistic measures outlined in this report – activities need to be SMARTER (Specific, Measurable, Achievable, Realistic, Timely, Evaluate, Review)
2. Sort out own house first (Internal arrangements/interventions) to tackle climate change
3. Governance – all Council decisions to adhere to the Climate Change Action Plan / Vision
4. Engage & Consult with the public to manage expectations and to understand aspirations
5. Educate and provide information on climate change at schools and apply similar principles within the local authority to promote behavioural change towards climate change (e.g. Climate Change Champions, Climate Change compulsory training, and financial incentives for cycling / walking to work). Behaviour change is fundamental when dealing with climate change.
6. Ensure all external applications for funding includes the cross-cutting theme of net zero / climate change as this is a key factor in funding decisions. Climate Change should be integrated into any funding future applications.
7. Incorporate relevant environmental and social metrics in to the procurement process so they are given equal consideration to financial ones.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive Committee
Date:	22nd March 2021
Subject:	Future of the Llangefni Golf Course
Portfolio Holder(s):	Cllrs. Carwyn Jones & Bob Parry
Head of Service / Director:	Christian Branch – Interim Head of Regulation and Economic Development Service
Report Author: Tel: E-mail:	Tudur H. Jones 2146 tudurjones@anglesey.gov.uk
Local Members:	Canolbarth Môn but relevant to all Members

A –Recommendation/s and reason/s
<p>Recommendation</p> <p>That the Executive consider the contents of the accompanying “Consultation Report” and makes a decision on the future of the Llangefni Golf Course. The options are to either:</p> <p><u>Option 1</u></p> <ul style="list-style-type: none"> a) Proceed with the sale and begin to market the Site (Ffridd household with some land and the remaining 42 acres lotted to maximise income) on the open market for sale; b) Undertake a minimum period of 6 weeks notification in the local press of a “Decision Notice” indicating the Council’s decision to dispose; and c) Reinvest any capital receipts received from the disposal of the Site into the Plas Arthur leisure facility. <p><u>Option 2</u></p> <p>To not proceed with the sale, absorb the facility back into the County Council’s asset portfolio. A decision will then be required on what/ if any role it will play.</p> <p>A formal consultation on the proposed disposal of the Llangefni Golf Course went “live” on the 12th October 2020 and ran for a period of 7 weeks until 30th November 2020.</p>

The County Council received a total of 61 (sixty one) individual engagements with the consultation. Of these, 43 (forty-three) left without completing the response box whilst a further 18 (eighteen) offered some responses. Out of the 18 only fifteen (15) provided comments and responding to the questions outlined within the consultation documents. Three responses were received by e-mail separately. These can be found in Section 4.0 of the Consultation Report.

The Regulation and Economic Development Service has undertaken a thorough assessment of the impacts that the proposed disposal of the golf course would have on various local strategies, plans and assessments, as well evaluated the recreational value of the facility to the local community. The Service has also reviewed and considered all responses received to the latest consultaion process. The County Council must now decide whether to proceed with the recommendation in the Report to dispose of the golf course.

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

Do nothing – this is not a viable option either as part of the consultation process nor the very future of the golf course as an extensive and costly public consultation has been re-run as a result of the Covid-19 pandemic. A decision on the future of the Llangefni Golf Course is now required so as agreement on the Ffridd house and adjoining 40+ acres can be reached.

C – Why is this a decision for the Executive?

Consistent with the requirements of the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015, any decision on the future of the Golf Course must be made by the Executive Committee.

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

Yes – it aligns with the current Council Plan’s objective (2017-2022) to work with the people of Anglesey, our communities and partners to ensure high quality services that will improve the quality of life for everyone on the Island. It also reflects the aim of promoting active lifestyles amongst children, young people and adults by ensuring multi-sports facilities in modern fit for purpose premises are available. This decision helps to address the Council’s current financial challenges, providing investment in other local leisure facilities from the anticipated capital receipt which should be realized from the disposal of the golf course.

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

Yes – there is an opportunity for an annual saving to be made (in relation to the running

costs) and for a significant capital receipt to be realised.		
E – Impact on our Future Generations(if relevant)		
1	How does this decision impact on our long term needs as an Island	Any decision will have an impact on the Island. A decision to dispose the golf course will result in one less play facility however, in mitigation, any capital receipt will be ringfenced to invest in other local leisure facilities.
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	Yes. The golf course was making an average, sustained loss of £28,000 per annum. This was subsidised by the County Council and the trend is unsustainable.
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom:	A number of other organisations were afforded the opportunity to play a role in the consultation but many did not respond. A whole list of organisations approached can be found in Section 3.1, Point 6 in the table.
4	Have Anglesey citizens played a part in drafting this way forward? Please explain how:-	Member of the public were afforded the opportunity to play a role in the consultation. We invited them to comments and observations on four key questions. From 61 engagements, 18 comments were made.
5	Outline what impact does this decision have on the Equalities agenda and the Welsh language	A Welsh Language Impact Assessment was completed as part of the wider consultation and its output demonstrated a Positive/ Neutral impact.

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	Supportive of the proposal
2	Finance / Section 151 (mandatory)	
3	Legal / Monitoring Officer (mandatory)	
4	Human Resources (HR)	
5	Property	
6	Information Communication Technology (ICT)	
7	Procurement	
8	Scrutiny	The Corporate Scrutiny Committee at its

		<p>meeting of 8th March, 2021 considered the report on Llangefni Golf Course. In light of its deliberations, the Committee resolved as follows:</p> <p>It was resolved to recommend to the Executive that the sale of Llangefni Golf Course land be delayed to allow consideration to be given to options for incorporating the land in part or in full within the Joint Local Development Plan when the Plan is reviewed, and that in the meantime the Ffridd property be marketed for sale on the open market and the proceeds of sale reinvested in the Plas Arthur Leisure Centre.</p>
9	Local Members	

F - Appendices:
Proposed Disposal of the Llangefni Golf Course; The Consultation Report

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



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Proposed Disposal of the Llangefni Golf Course The Consultation Report

February 2021

Status: Official

Prepared by:

Tudur H. Jones

Economic Development Manager

1.0 Context

- 1.1 The Llangefni municipal golf course ('the Site') was opened in 1983 by the then Ynys Môn Borough Council to provide a low cost "pay and play" facility for beginner and intermediate level golfers.
- 1.2 In 2008/ 09 the Council received £225,234 of Sports Wales grant funding to improve the facility. In order to complete the necessary works, the facility was forced to close. Following the reopening of the full facility in 2009/ 10 there was a negligible increase in the participation figures for the golf course as a standalone facility (only 596 participants per annum).
- 1.3 Overall there was an average annual reduction in participation figures between 2007 to 2014 of 10,855 (56%) and the facility demonstrated a continued decline in participation figures which resulted in the income generated for 2013/ 14 being £2,667 less than it achieved before the opening of the driving range.
- 1.4 Between the years of 2007 to 2014 the golf course facility was incurring average annual losses of £28,000 which the County Council had to subsidise.
- 1.5 In February 2015, following a marketing process a number of expressions of interest (EOI) were received by organisations and individuals to manage and run the golf course on the Councils behalf. These EOI's were assessed by Officers and a decision was taken by the Executive Committee on 26th May 2015 to transfer the management and responsibility of running the golf course to the Llangefni Partnership a social enterprise in the Town. This was a short-term arrangement without any formal marketing to ensure the facility remained open.
- 1.6 Following a review of its financial performance and an independent feasibility study, the Llangefni Partnership Board unanimously decided that the levels of investment to further develop and maintain the facility were financially unviable. Therefore, the Llangefni Partnership had not sought to apply for a lease extension or Community Asset Transfer from the County Council and the course was handed back to the County Council in October 2018 and the golf course was mothballed.

2.0 The Consultation Process

- 2.1 Following the expiration of the lease on 1st October 2018, the County Council have taken steps to secure the Site and also undertaken some ground remediation works to negate damage to the land. The land has also been subject to some baling and grazing.
- 2.2 An open tender process to manage and operate the driving range was also undertaken with Golf Mon who is a coach and PGA professional successfully securing this tenancy agreement with the County Council. The driving range facility which has seen investment reopened in January 2019 and is now extremely successful and popular.
- 2.3 The County Council has considered the future of the Llangefni Golf Course and whether or not a disposal of the Llangefni Golf Course may be appropriate. The County Council is under a duty to consider the impact of a proposed disposal of playing fields on the health and well-being of a local community, to consult with the community and relevant consultees and to consider any representations made. The findings from the

- consultation process will inform the Country Council's decision to proceed with a disposal or not.
- 2.4 To prepare for the public consultation Hugh James Solicitors were commissioned (October 2019) to provide advice, guidance and assistance to ensure full compliance with the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.
- 2.4 Between October 2019 and March 2020, Officers completed:
1. All formal Site and press notices;
 2. Comprehensive and detailed, consultation report outlining the County Councils position on the Llangefni Golf Course;
 3. All supporting reports and impact assessments (these can be found Annex I onwards):
 - i. Equality Impact Assessment
 - ii. Welsh Language Impact Assessment
 - iii. Well Being & Future Generations Act Impact Assessment
 - iv. Joint Local Development Plan/ Open Space Impact Assessment
 - v. Play Sufficiency Impact Assessment
 - vi. Play Sufficiency Impact Assessment – Sports Development
 - vii. Leisure Strategy Impact Assessment
 4. Ensuring all internal ICT platforms were fully compliant
- 2.5 An earlier formal consultation on the proposed disposal of the Llangefni Golf Course went “live” on the 9th March 2020 with the intention to run for 6 weeks until 26th April 2020. As with all facets of society, the Covid-19 pandemic had an impact on the County Councils ability to undertake public consultations successfully.
- 2.6 One of the main requirements of the Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 is that members of the public have opportunity to consider the proposal and can access all the supporting documentation. As the UK entered into lockdown on the 26th March 2020 – only two weeks after the start of the consultation – the Council offices were closed. This therefore made the consultation unsafe and formal Legal advice was received on the 21st April 2020 to suspend the consultation.
- 2.7 As the lockdown and restrictions on movement and access were eased, the Council offices opened once again to members of the public. This therefore provided the opportunity to begin the consultation process once again with appropriate Covid-19 safeguards in place.
- 2.8 To ensure the new consultation was undertaken safely and successfully all formal notices were updated to include the extra measures below to demonstrate that the County Council took additional steps to ensure consultation, and the opportunity to make any representations, was open to all:
1. As well as being available during normal office hours, the County Council offer an appointment/ slot for the public to view documents (ensuring all Covid-19 measures are applied).

2. Offer to post or e-mail out the information if required to interested parties.

3.0 The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015 ('the Regulations')

3.1 Pursuant to Regulation 5 of the Regulations the County Council is under obligations to comply with certain notice and consultation arrangements before deciding to dispose of a playing field or any part of it. The restrictions imposed as a result of response to the Covid-19 pandemic required additional measures to be put in place to ensure the public has sufficient opportunity to review details of the proposed disposal and for a meaningful consultation to take place. The County Council has exceeded the requirements prescribed by Regulation 5 in terms of minimum timescales for the proposed disposal to be available for inspection by the public.

No.	Section 5 Requirements	Conformance by the County Council
1	Publish a notice ("the notice") on two consecutive weeks in at least one newspaper circulating in the local authority's area.	"The notice", full-page and colour was placed in both the Daily Post and Holyhead & Anglesey Mail for seven (7) consecutive weeks running 12 th October 2020 until 26 th November 2020 – Please see Annex A for proofs
2	The notice to which paragraph (1) refers must – (a) state that the local authority is proposing to dispose of a playing field; (b) inform the public of the place or places and times at which details of the proposed disposal may be inspected, and the period for which the details of the proposed disposal will be available for inspection; and (c) inform the public of their right to make representations to the local authority in relation to the proposed disposal, the means by which they must do so and the date by which representations must be received by the local authority.	Please see Annex B
3	The local authority must make the details of the proposed disposal available for inspection during normal office hours at the local authority's principal office, if	The consultation pack was available at the County Council's Anglesey Business Centre for the duration of the consultation. This was made clear on the notice.

	it has one, and, if reasonably practicable, at one or more places in the local authority's area.	Additionally and because of the Covid-19 pandemic, the advert/ notice gave further options to receive details via Royal Mail or through e-mail should members of the public not wish to attend the Council offices.
4	The local authority must specify a period of at least 6 weeks, starting from the date on which the notice is first published, for which the details of the proposed disposal must be available for inspection in accordance with paragraph	Please see above response
5	The date specified by a local authority by which representations on the proposed disposal must be received by the local authority in accordance with paragraph (2)(c), must be at least 6 weeks after the date on which the notice is first published.	The notice was first published on the 12 th October 2020 in the regional newspaper, the Daily Post and on the County Councils corporate website under the URL www.anglesey.gov.uk/llangefnigolfcourse Representations were welcomed until the 30 th November 2020 which is 49 calendar days or 7 weeks
6	No later than the day on which the notice is first published, the local authority must— (a) display a copy of the notice in at least one place on or near the playing field to which the proposed disposal relates, and in any event at each official entrance to the playing field, for at least 6 weeks; (b) where the local authority has a website, place a copy of the notice on that website for at least 6 weeks; (c) send a copy of the notice to any owner or occupier of land adjoining the playing field;	a) A copy of the notice was displayed at numerous locations across the Site, including the main entrance on the 12 th October 2020. Photographic evidence was taken every week to ensure they remained in situ. Please see Annex C for photographs b) The notice and all consultation material was uploaded onto the County Councils corporate website at 9am on the 12 th October 2020 with a link from the landing page for the duration of the 7 week period. The notice was also relayed via social media a total of 12 times through the consultation Please see Annex D and E for confirmation

	<p>(d) send a copy of the notice and details of the proposed disposal to—</p> <p>(i) any local authority whose area includes any part of, or shares a boundary with any part of, the playing field to which the proposed disposal relates;</p> <p>(ii) the Sports Council for Wales(1);</p> <p>(iii) the National Playing Fields Association(2);</p> <p>(iv) those persons as appear to the local authority to represent the interests of persons in the local authority's area, or in the area of a local authority that shares a boundary with any part of the playing field, who make use of the playing field;</p> <p>(v) anybody whose main aims include preserving—</p> <p>(aa) open spaces throughout Wales; or</p> <p>(bb) play opportunities for children throughout Wales;</p> <p>(vi) such other persons as the local authority considers appropriate.</p>	<p>c) A copy of the notice and all consultation materials in both Welsh and English were sent via Royal Mail Recorded Delivery on 08th October 2020 to all owners/ occupiers of land adjoining the golf course. Please see Annex F for confirmation</p> <p>d) A copy of the notice and all consultation materials in both Welsh and English were sent to the following parties (please see Annex G for confirmation):</p> <ol style="list-style-type: none"> 1. Sports Council for Wales 2. Fields in Trust 3. Môn CF 4. Llangefni Town Council 5. National Centre – Sports Wales 6. Clybiau Plant Cymru 7. Open Spaces Society 8. Early Years Wales 9. Mudiad Meithrin Cymru 10. Young Farmers Club Wales 11. Urdd Gobaith Cymru 12. Play Wales Chwarae Cymru 13. Children's Commissioner Wales 14. Welsh Country Magazine 15. Natural Resources Wales 16. All Community & Town Councils across Anglesey
7	<p>The local authority must provide (on payment if required by a local authority of a reasonable charge) a copy of the details of the proposed disposal to any person from whom the local authority receives a request during the consultation period.</p>	<p>One (1) request was received on the 23rd October 2020 at 11:35 and a copy of the notice and all consultation materials were sent to the individual in English, their preferred language, on the 23rd October 2020 at 12:59. Please see Annex H for copy of details provided by the County Council</p>

4.0 Consultation Comments and the County Council's Response

4.1 Pursuant to Regulation 7 of the Regulations the County Council is required to consider all representations received in relation to the proposed disposal during the consultation period. The County Council received a total of 61 (sixty one) individual engagements with the consultation. Of these, 43 (forty-three) left without completing the response box whilst a further 18 (eighteen) offered some responses. Out of the 18 only fifteen

(15) provided comments and responding to the questions outlined within the consultation documents. Three responses were received by e-mail separately.

4.2 The comments that were received are reproduced (verbatim/ unedited) in the table below along with the County Council's responses to the comments.

4.3 As part of the consultation process the following three options and one key question were consulted upon by the County Council:

- 1. Llangefni Golf Course land and the Ffridd house being sold on the open market to create a new small-holding.**
- 2. That the capital receipt is ring-fenced and reinvested in our leisure facilities to enhance and improve the range of activities they offer.**
- 3. The driving range, practice areas and shop will remain as a golfing facility and open to the public to continue to use.**
- 4. We have completed impact assessments on the positive, neutral and negative effects on Equalities and the Welsh Language. In your opinion, have we missed anything?**

No.	Consultation Comment (Unedited)	Project Manager's Response
1	<p>Don't agree with the first option at all. Last thing Llangefni needs is more houses for non-Welsh speaking people to come here and retire here.</p> <p>Llangefni is on its knees and the town needs investment, leisure opportunities open to all.</p> <p>Retain the golf facilities and pizza café.</p> <p>Thinking of a more appropriate use of the affordable housing land for local people, trying to attract businesses into quality jobs</p>	<p>The proposal being considered is to dispose of the land along with the Ffridd household to create a small-holding. This would bring the Ffridd house-hold back into use as it has been empty since 2017.</p> <p>The driving range is extremely popular and this would remain open. The tenant has also developed an extremely popular pizza shop which is a draw for residents and visitors. Reinvesting in our leisure centre to make it more attractive for users can attract people to the area.</p> <p>The golf driving range and pizza café will be retained. These do not form part of the proposed disposal.</p> <p>The aspect of affordable land for housing and attracting businesses/ quality jobs is unfortunately outside the scope of this consultation.</p>
2	<p>The selling of the golf course is sad but in general there is a decline in golf nationally as i used to be a golf course headgreenkeeper however without this facility in place what's the point of practising on the driving range and with no where to practice the game on the golf course.?</p> <p>If you want my advice with 20 years in golf course construction and maintenance i could consult with you why the golf course is not viable and how it could be viable in the future. Was it run probably by the council or run down to the ground? If I can help in anyway please email me on X@gmail.com for a free consultation and chat on the way forward. I could run the club with no problems but if there is no marketing of the site then its not going to be popular to the golf markets around Sir. Fon.</p>	<p>A number of driving range visitors have advised us that they use the range for two reasons</p> <ul style="list-style-type: none"> a) to get confident as they begin the game b) to refine their game as they are members elsewhere <p>The driving range provides a sports facility for those who are starting out and who are members elsewhere. It is a unique facility. Through our consultation with the other golf clubs on the island they have all expressed a willingness to work in collaboration with the driving range.</p> <p>The golf course has been an asset managed by the County Council for a number of years until 2015. The resources and capacity was consummate to the requirements of a 9-hole "pay and play facility".</p> <p>The Llangefni Partnership then ran the course until 2018 and following an independent feasibility study, the Llangefni</p>

		Partnership Board unanimously decided that the levels of investment to further develop and maintain the facility were financially unviable.
3	I think the golf course should be sold to create a new small holding. Closing it there will be not much impact. there is plenty of space for children in Llangefni	Comment noted. The review and consideration of other sports, open space and recreational facilities in Llangefni has informed part of the County Council's assessment of the impact of the proposed disposal.
4	I used to enjoy playing golf at this course. I was a beginner and didn't feel confident going to a private facility. I've not played since its closure and feel that this decision is a great disservice to people like myself who have no interest in the other 'sporting activities' you may decide to re-invest in. I would question who undertook your WFG assessment and whether they were actually independent of the decision making process. Indeed, I question whether they understood the impact on the groups most affected, as it seems to be written in order to justify the desired outcome. If they had, they wouldn't have classified some of the matters as positive or neutral, when in actual fact they are clearly negative. You've now allowed the site to go to ruin, which no doubt will be used at a later stage to add further justification as to why it's no longer economically viable to reopen the course.	<p>Whilst accepting that the golf course provided an opportunity to those that perhaps didn't feel confident in playing elsewhere, sufficient provision exists on the Island across all levels/ standards. The numbers using the golf course also declined substantially, with a 56% fall. Through our consultation with the other golf clubs on the Island they have all expressed a willingness to work in collaboration with the driving range.</p> <p>The Well-Being and Future Generations assessment was undertaken by Officers within the Economic Development Unit and the impact of the proposed disposal assessed taking into account the objectives/ priorities set out in the Gwynedd & Anglesey Well-Being Plan 2018. These assessments were reviewed by other Officers in the Council (independent of the process) as well as an external solicitor. Whilst we recognise there are two aspects where there may be a negative impact – on those affected by lack of transport and affordability at other courses. These have been addressed by highlighting there are travel concessions available and that other courses are on the Island and are accessible.</p> <p>The 7 Well-Being Goals were assessed against the Well-Being Plan Priorities. The contents of all the assessments have then been further assessed by other Officers within the County Council completely independent of the process and finally assessed by an external solicitor.</p>

		<p>That the driving range remains open; sufficient provision exists elsewhere on the island for golfers; sufficient play provision exists; sufficient open space provision exists and that any capital receipt will be reinvested into Plas Arthur for a diverse end use. We believe that this mitigates any proposed disposal.</p> <p>Unfortunately, neither the capacity nor resources existed within the County Council to re-open the facility when the Llangefni Partnership came to the decision to no longer manage the golf course. Significant spend was/ is required on the Site and a decision has to be made on its future due to incurring losses averaging £28,000 per annum and a 56% drop in participation figures.</p>
5	n/a	
6	<p>I've visited Anglesey as a tourist my entire life. I probably played 10+ games a year at Llangefni golf course from 2005- closure. I think it's a terrible shame the course is being lost, not only was it a great facility in its own right, but it got me into golf and I now play numerous rounds a year on Anglesey and across Wales/the North West. Without Llangefni I don't think I would have got into golf and would not now visit Wales for the specific purpose of playing.</p>	<p>The golf course as an entity is not financially viable, losing on average £28,000 per annum. This is not sustainable therefore a difficult decision on its future must be taken.</p> <p>The County Council has consulted with the golf courses and whilst some concern was raised they were in agreement that the driving range was a fantastic asset which needs to be maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey.</p> <p>It should be noted also that the golf course was a discretionary service.</p>
7	Supportive	Comment noted.
8	<p>Given the reduction in public spaces with the fencing off of the school field and the closing of the Dingle, could some of the land be retained as public open space, for local people to exercise children and dogs?</p>	<p>The Council has assessed the impact that a proposed disposal of the Llangefni Golf Course would have against a number of plans and strategies including play, open space, recreation, health and social care and well-being needs of the community. The detail of the outcome of these assessments' forms part of the Consultation Pack made available to the public at the County Council's Anglesey Business Centre. The Joint Local</p>

		<p>Development Plan and Open Space Assessment – Llangefni undertaken by the Joint Planning Policy Unit demonstrates that sufficient green space and recreational amenity land already exists in Llangefni which meets the well-being needs of the community.</p> <p>Any capital receipt from any disposal will be ring fenced to improve the provision at Plas Arthur. Prioritising multi-sport facilities which caters for a more diverse end-user will make it easier for families to play in the same place, ensure year round use and offer the best value for money.</p> <p>The Dingle being closed off will only be a temporary measure due to the recent vandalism and external funding has been secured to repair the areas and improve the overall offering.</p>
9	Supportive	Comment noted.
10	<p>Here are my comments on the 4 points you are consulting on:</p> <p>1. I don't agree with the idea that the land should be put up for sale as a smallholding. We don't need more farmland on the island and it can't be guaranteed how a buyer may treat this land. This is valuable green space which I think the council should be holding onto. There is an opportunity here to have more space for nature which could also be publically accessible and a become intrinsically valued by local people and visitors alike.</p> <p>2. If the land has to be sold then, of course, that capital should be put back into our leisure facilities. However, this large green space could be a great leisure facility in itself.</p> <p>3. I am glad that local golfers will still be able to use the existing facility.</p> <p>4. I think that this is a missed opportunity to take valuable</p>	<p>The outcome of the County Council's impact assessments demonstrate that sufficient green space already exists in Llangefni, be this the Dingle, which will benefit from recently secured external funding or the Lon Las Cefni. Both of these are extremely popular with resident and visitors alike. The Joint Local Development Plan and Open Space Assessment – Llangefni undertaken by the Joint Planning Policy Unit demonstrates that sufficient green space and recreational amenity land already exists in Llangefni which meets the well-being needs of the community.</p> <p>The individual impact assessments undertaken as part of this consultation demonstrates that well-being, health, play, recreation, and broader environmental and health considerations are being at least sufficiently met elsewhere in the Llangefni area.</p> <p>Prioritising multi-sport facilities which caters for a more diverse end-user will make it easier for families to play in the same</p>

	<p>positive action on improving the island in a time of climate and ecological emergency. This land could be planted up with trees to help sequester carbon, creating habitat to support wildlife and also creating further green space for people to spend time in - something which has been highlighted as very important for physical and mental wellbeing during the pandemic.</p> <p>I hope you will consider these points in your decision making process.</p>	<p>place, ensure year round use and offer the best value for money.</p> <p>Comment 3 is noted.</p> <p>The County Council has declared a Climate Emergency and is taking action to reduce our carbon footprint, including becoming plastic free. As per the above, response, our impact assessments demonstrate that sufficient green space already exists in Llangefni, be this the Dingle which will benefit from recently secured external funding or the Lon Las Cefni. Both of these are extremely popular with resident and visitors alike.</p> <p>Ecology and bio-diversity did not form part of the impact assessments.</p>
<p>11</p>	<p>Having read the supporting documents which documents based on evidence the reasoning for the Llangefni Golf Course land and the Ffridd house to be sold on the open market to create a new small-holding, with the capital receipt ring-fenced and reinvested in leisure facilities to enhance and improve the range of activities that they offer and that the driving range, practice areas and shop will remain as a golfing facility and open to the public to continue – Even though I appreciate the reasoning for the above I do however have major concerns with regards to the use and potential re-development of the proposed new small-holding and the associated land into a housing estate/development in future years.</p> <p>This said piece of land has not only an important historic local amenity value ever since it was opened by the Ynys Môn Borough Council in 1983 as a facility for beginner and intermediate golfers, it also provides a natural and healthy established wildlife habitat being very close to the Cefni. To see this lost to potential housing development (post establishment as a small holding) would be very disappointing and damaging to</p>	<p>The Council has assessed the impact that a proposed disposal of the Llangefni Golf Course would have against a number of plans and strategies including play, open space, recreation, health and social care and well-being needs of the community. The detail of the outcome of these assessments' forms part of the Consultation Pack made available to the public at the County Council's Anglesey Business Centre. The Joint Local Development Plan and Open Space Assessment – Llangefni undertaken by the Joint Planning Policy Unit demonstrates that sufficient green space and recreational amenity land already exists in Llangefni which meets the well-being needs of the community.</p> <p>The County Council has consulted with the golf courses and they were in agreement that the driving range was a fantastic asset which needs to be maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey. The driving range will remain in place and this provides a fantastic facility for beginner and intermediate golfers before advancing to golf course.</p>

	<p>the local landscape and wildlife and would but added pressure on the local infrastructure for examples Schools etc.</p> <p>I appreciate that the site is currently outside the Joint Anglesey and Gwynedd Local Development Plan (2011–2025) however this can and do change.</p> <p>How would Anglesey Council look to safeguard the site from any potential future housing development and ensure it remains as intended a small-holding?</p>	<p>The Joint Local Development Plan is in place until 2026, the land comprising the Site currently sits outside the development boundary, therefore will not be supported for redevelopment at least until 2026 and it is unlikely this would change. Accessibility would also be problematic either through Oriol or Lon Clai.</p> <p>It could be possible to include restrictions on any sale.</p>
12	<p>Community farm, with indoor outdoor play area. Especially as there is nowhere to go if it rains on the island.</p>	<p>Unfortunately the County Council does not, and will not have the capacity to develop and manage a community farm. As outlined within the documents, should any disposal take place, the proposal is that all the capital receipts are ring-fenced and spent on improving the leisure offering at Plas Arthur including rainy day attractions.</p>
13	<p>I would be happier with the idea of blending the course ground with the practice pitch again. However, perhaps for the purpose of somewhere for children and young people to take up leisure time to do some kind of activity. Selling the land would leave the potential for houses to be built there, and so spoil the natural beauty of the area. For housing need, for me the golf course land is not suitable for that. It is necessary to consider other factors when considering what to do with the land, which is why I think the best option for it is to use and invest in the land for the benefit of the community to create some form of recreational facility there.</p>	<p>The golf course as an entity is not financially viable, losing on average £28,000 per annum. There was also a 56% drop in participation figures. This is not sustainable.</p> <p>The County Council has consulted with the golf courses and whilst some concern was raised they were in agreement that the driving range was a fantastic asset which needs to be maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey.</p> <p>In terms of housing development, the Joint Local Development Plan is in place until 2026, and the Site currently sits outside the development boundary, therefore will not be supported for redevelopment at least until 2026.</p>
14	<p>Think its a great idea. The driving range is what id like, plenty of other courses if I want to do a round of golf. Reinvesting in other leisure is great. Fully support</p>	<p>Comment noted.</p>
15	<p>Turn it into a Mx track</p>	<p>Unfortunately the County Council does not, and will not have the capacity to develop the land into a motocross track/ facility.</p>

		Investing in and prioritising multi-sport facilities which caters for a more diverse end-user will make it easier for families to play in the same place, ensure year round use and offer the best value for money and better meet the leisure and sporting needs of the community.
16	n/a	
17	n/a	
18	the golf course should not be sold. Anglesey relies on tourism for income and even if the golf course itself cannot be shown to be directly profitable it should be considered as part of the overall offer Anglesey provides to a wide variety of tourists with varying tastes. Some of whom may be golfers. Golfers who have wives (or husbands) who spend time shopping or visiting other tourist attractions, possibly with children. And when not playing golf drinking in our pubs and dining at our restaurants. If you take away the golf course you potentially demonstrate to that family that we don't want their business and effectively telling them to visit another destination in the UK which does have a golf course.	<p>The golf course as an entity is not financially viable, losing on average £28,000 per annum. This is not sustainable.</p> <p>The County Council has consulted with the golf courses and whilst some concern was raised they were in agreement that the driving range was a fantastic asset which needs to be maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey.</p> <p>Llangefni benefits from a number of recreation attractions which encourage visitors and residents alike. This includes the current driving range, the Dingle, Lon Las Cefni and the Town itself.</p> <p>The driving range manned by a PGA professional will remain open to the public and is enjoying investment.</p>
19	<p>Received by e-mail from Sports Wales:</p> <p>Dear Tudur</p> <p>Thank you for your email providing notification of the proposed disposal of Llangefni Golf Course. I confirm we have consulted Fields in Trust, another specialist consultee on the Playing Fields (Community Involvement in Disposal Decisions) (Wales)</p>	<p>Any capital receipt from any disposal will be ring fenced to improve the provision at Plas Arthur. Prioritising multi-sport facilities which caters for a more diverse end-user will make it easier for families to play in the same place, ensure year round use and offer the best value for money.</p> <p>The County Council has consulted with the golf courses and whilst some concern was raised they were in agreement that the driving range was a fantastic asset which needs to be</p>

<p>Regulations 2015, and it agrees and supports the comments below.</p> <p>Sport Wales is the national organisation responsible for developing and promoting sport and physical activity in Wales. We aim to not only improve the level of sports participation at grassroots level but also provide our aspiring athletes with the support required to compete successfully on the world stage.</p> <p>Sport Wales is concerned about the potential impact of the proposed closure on sports participation and the development of aspiring golfers on Anglesey particularly as the course provides an inexpensive means to play golf. However, it is noted that there appears to be sufficient golfing provision on the island which offer pay as you play opportunities not much more expensive than Llangefni; the driving range is being retained and the proceeds of sale are being ring fenced for the benefit of sport through the modernisation and improvement of Plas Arthur.</p> <p>Putting golf aside, Sport Wales would query the potential need to retain the course as a public open space. The supporting impact statement shows that outdoor sport provision in Llangefni exceeds Fields in Trust standards but there might also be a need for a park or natural or semi natural green space as recommended by Fields in Trust`s latest published standards. However, with the availability of the Dingle Nature Reserve measuring 17.5 hectares near the town centre, Sport Wales is satisfied those standards are met too.</p> <p>Overall, with sufficient alternative provision of golfing opportunities on the island, the ring fencing of the proceeds of sale for sport, the sufficiency of open space in the town, Sport Wales has no objection.</p>	<p>maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey.</p> <p>The Council has assessed the impact that a proposed disposal of the Llangefni Golf Course would have against a number of plans and strategies including play, open space, recreation, health and social care and well-being needs of the community. The detail of the outcome of these assessments forms part of the Consultation Pack made available to the public at the County Council's Anglesey Business Centre. The Joint Local Development Plan and Open Space Assessment – Llangefni undertaken by the Joint Planning Policy Unit demonstrates that sufficient green space and recreational amenity land already exists in Llangefni which meets the well-being needs of the community.</p>
--	--

20	<p>Received by e-mail:</p> <p>It is with regret that I understand that the County Council intends to sell the above as it is a unique resource and sales will create an irrecoverable position. The course offers a nursery for the inexperienced and quite a challenge for experienced golfers. I understand that in these days of reducing the local government budget, the Council cannot continue to fund loss making activity. But in the days of calling for more exercise, especially among youth, is it not smart to sell this special resource? It was intended to give golfers a taste of golf that would eventually develop and join one of the County's golf clubs - and many have done. But membership of these golf clubs, in an age of austerity, is very expensive. I presume that the effort by Cwmni Tref Llangefni to run the place was not a success and I was surprised, during their time at the helm, that there was no attempt to convene a user meeting to promote the enterprise. Is it too late to rethink and try to run the place as a user / volunteer club or as a social enterprise? I am pleased to understand that the exercise area is being retained as it appears to be extremely popular. I wonder if one day it will be profitable enough to sponsor the golf course? But now it's too late if the course has sold out!</p>	<p>The golf course as an entity is not financially viable, losing on average £28,000 per annum. This is not sustainable.</p> <p>The County Council has consulted with the golf courses and they were in agreement that the driving range was a fantastic asset which needs to be maximised. The consensus was that sufficient/ over-provision of golf courses already exists on Anglesey.</p> <p>The driving range manned by a PGA professional will remain open to the public and is enjoying investment.</p> <p>The Council has undertaken an assessment on the impact of the proposed disposal on play opportunities in the area. The outcome of this assessment demonstrates that other options are available – Storws Wen and Trearddur Bay and the driving range will remain open for public use.</p>
----	--	---

5.0 Reasons and Conclusions

- 5.1 The Council has fully considered the outcome of the consultation exercise and all responses received.
- 5.2 From the comments, six (6) broadly support the proposals, four (4) do not support and the remainder are ambivalent to the proposals but do raise concerns over loss of greenspace or the risk of the land being developed for housing.
- 5.3 Out of the statutory consultees (Para 3.1, Regulation 6), only Sports Wales responded, with none of the other targeted organisations providing a response. Only Menai Bridge Town Council formally responded from the Town & Community Councils and they did not have any comments to make on the proposals.
- 5.4 The consultation period closed on Monday 30th November 2020. Despite this the County Council was prepared to receive late representations and Llanellian Community Council indicated that it would provide its comments by early December 2020. At the date of this report no further representations or comments have been received and in the interests of certainty and concluding the consultation process the County Council is not in a position to consider any further representations.
- 5.5 The concerns identified in the comments which are unsupportive of a proposal to dispose have been addressed as part of the impact assessment exercise. These assessments can be found as part of Annex I. There are a number of factors/ reasons which support the rationale for disposal, these include:
1. That the golf course was making an average loss of £28,000 per annum and this is simply not sustainable
 2. Up until 2014, the participation figures demonstrated a 56% decrease in attendance figures
 3. Sufficient provision exists elsewhere on Anglesey that caters for all levels of the game including entry level
 4. The driving range – which is a unique facility – will remain and a lease agreement is in place with the tenant
 5. Any capital receipt from any disposal will be ring fenced to improve the provision at Plas Arthur.
 6. Prioritising multi-sport facilities which caters for a more diverse end-user will make it easier for families to play in the same place, ensure year round use and offer the best value for money.
- 5.6 Supporting the above reasons in making the decision to dispose is that the Council has assessed the impact that any proposed disposal would have against a number of plans and strategies including open space, play, recreation, health, Welsh language, leisure and social care and well-being needs of the community. Our assessments demonstrate and conclude that any disposal would not have any negative impacts. We recognise that there are two possible negative impacts that will be experienced but these can be mitigated against. The detailed impact assessments can be found in Annex I and the table below outlines the detailed assessments that have been undertaken and their conclusions:

Topic Area	Positive/ Neutral	Negative
Joint Local Development Plan, Open Space Assessment	✓	
Play Sufficiency Assessment	✓	
Future Well-Being of Generations Act	✓	
Local Well-Being Assessment	✓	
Equalities Impact Assessment	✓	
Welsh Language Impact Assessment	✓	
County Councils Leisure Strategy	✓	

5.7 Continuing to support the driving range tenants and ensuring a transformative investment takes place at Plas Arthur can demonstrate this approach was the correct decision.

6.0 Next Steps

6.1 Having undertaken a thorough assessment of the impact that the proposal to dispose of the Site would have on the above strategies, plans and assessments of the area and the recreational value of the Site to the local community in conjunction with a full review and consideration of all responses received following the consultation exercise, the County Council must now decide whether to proceed with the decision to dispose of the Site or for the facility to remain in the Councils portfolio.

6.2 Consistent with previous activities relating to the Golf Course it would be pertinent that any further decisions are also undertaken by the Executive. Furthermore, as the market value of the site exceeds £250,000, any decision on its future must be taken by the Executive as per paragraph 2.5 of the Asset Management Policy and Procedures (AMPP) 2016. In accordance with the Regulations, the Executive must consider all the consultation representations – as set out in paragraph 4.2 of this report – before making a decision.

6.3 Should the Executive decide to proceed with disposing the Llangefni Golf Course there will be further steps required under the Regulations within prescribed timescales. Briefly, these involve preparing a decision report (with copies to be made available for public inspection and on the Council's website and copies also sent to each person who made a representation) together with site, press and website notice requirements similar to those undertaken prior to the consultation for a period of at least 6 weeks. Our external solicitors have advised that they can provide the necessary support for this aspect.

6.4 Should the Executive decide to proceed with a disposal, the Council could begin to market the site and negotiate and agree sale terms with a prospective buyer during the minimum 6 week notice requirement period. The Council could not however proceed to exchange contracts or complete a sale until a period of at least 12 weeks has elapsed from the date on which the notice of the Council's decision was first published in the local press.

7.0 Officer Recommendations

7.1 That the Executive consider the contents of this report and make a decision on the future of the Llangefni Golf Course. The options are to either:

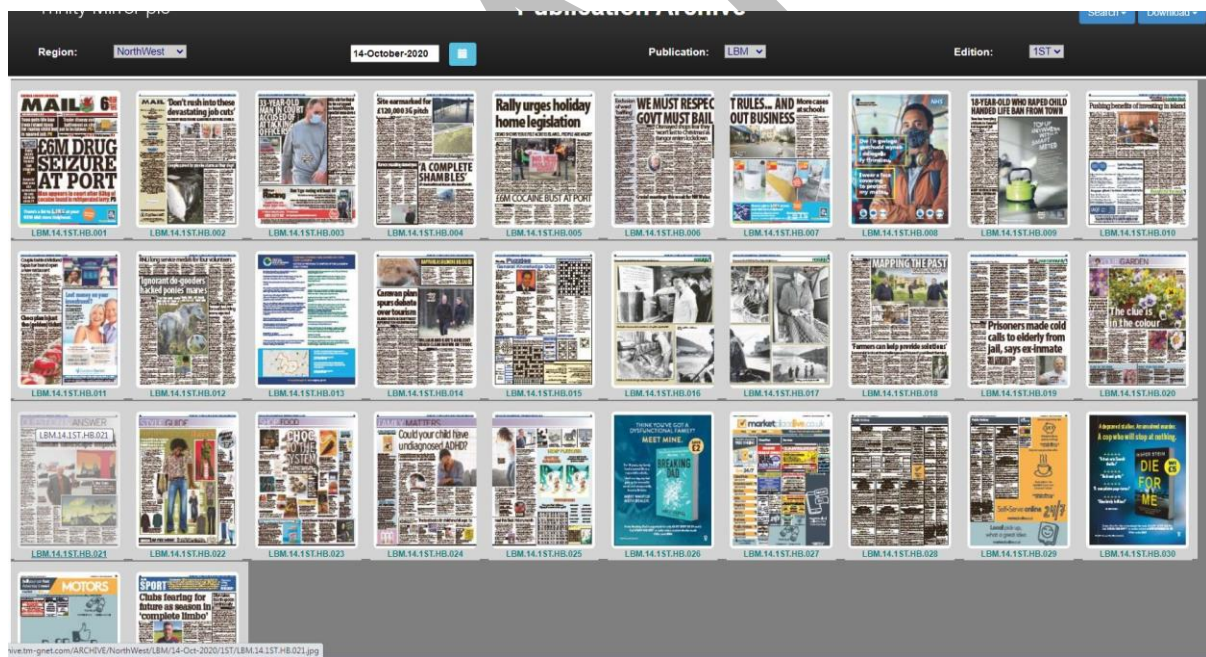
Option 1

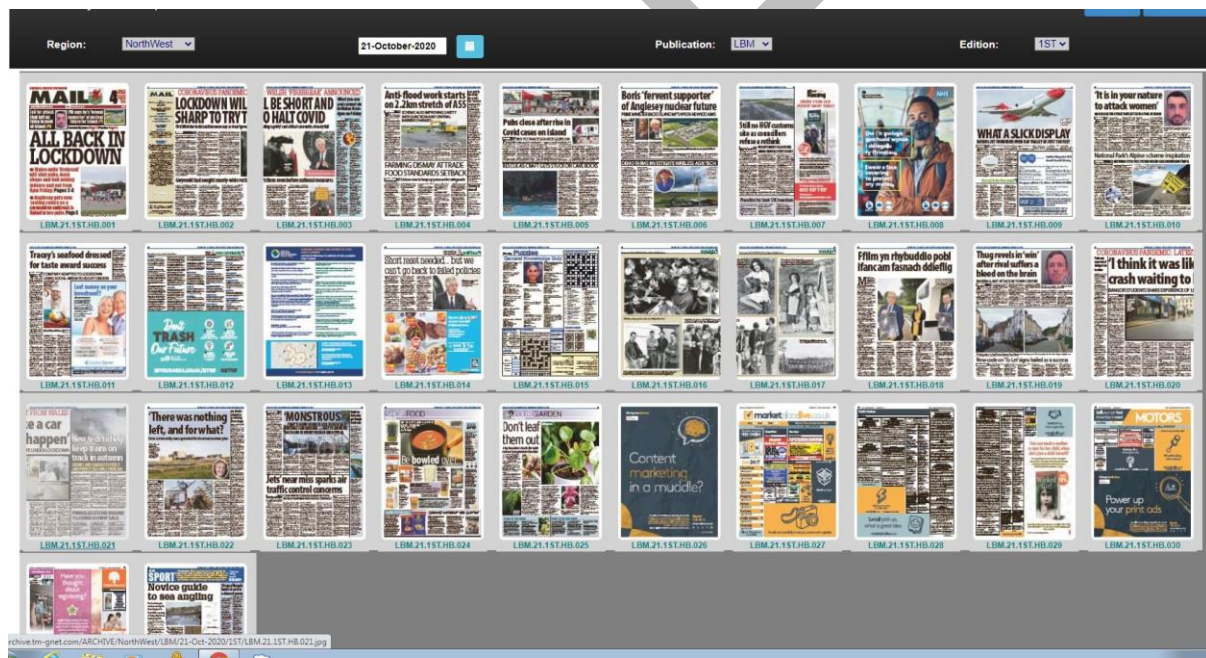
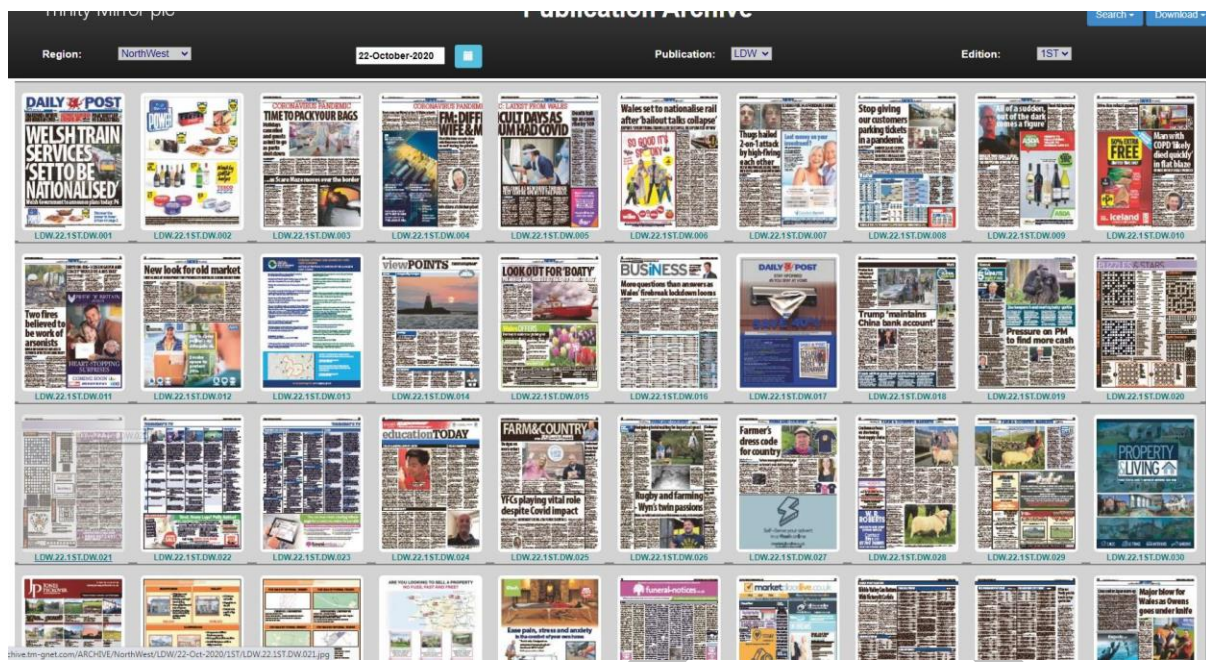
- a) Proceed with the sale and begin to market the Site (Ffridd household and accompanying 42 acres) on the open market for sale;
- b) Undertake a minimum period of 6 weeks notification in the local press of a “Decision Notice” indicating the Council’s decision to dispose; and
- c) Reinvest any capital receipts received from the disposal of the Site into the Plas Arthur leisure facility.

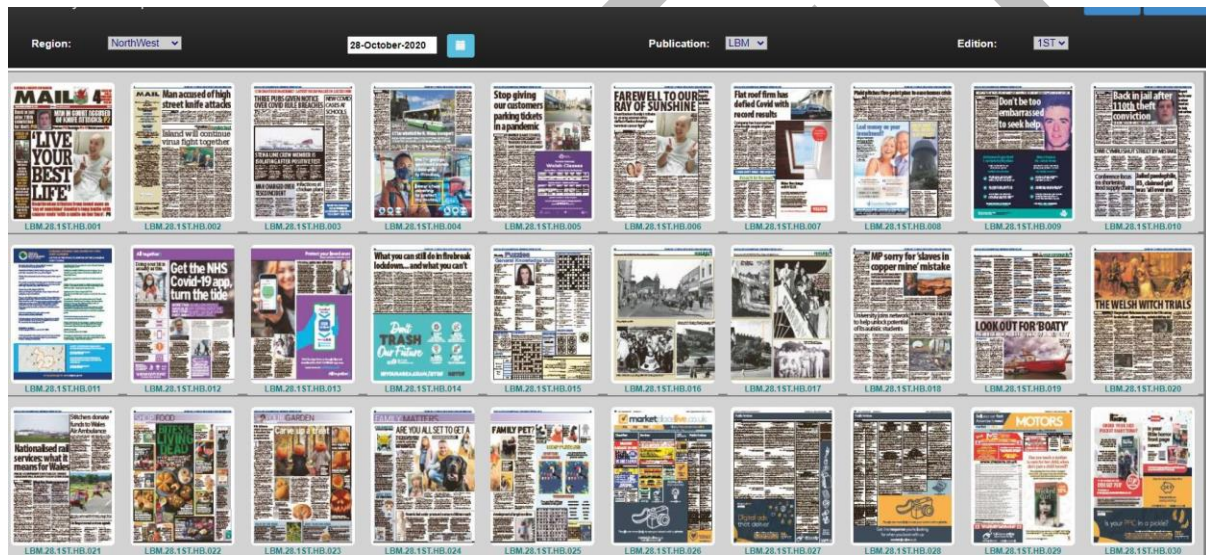
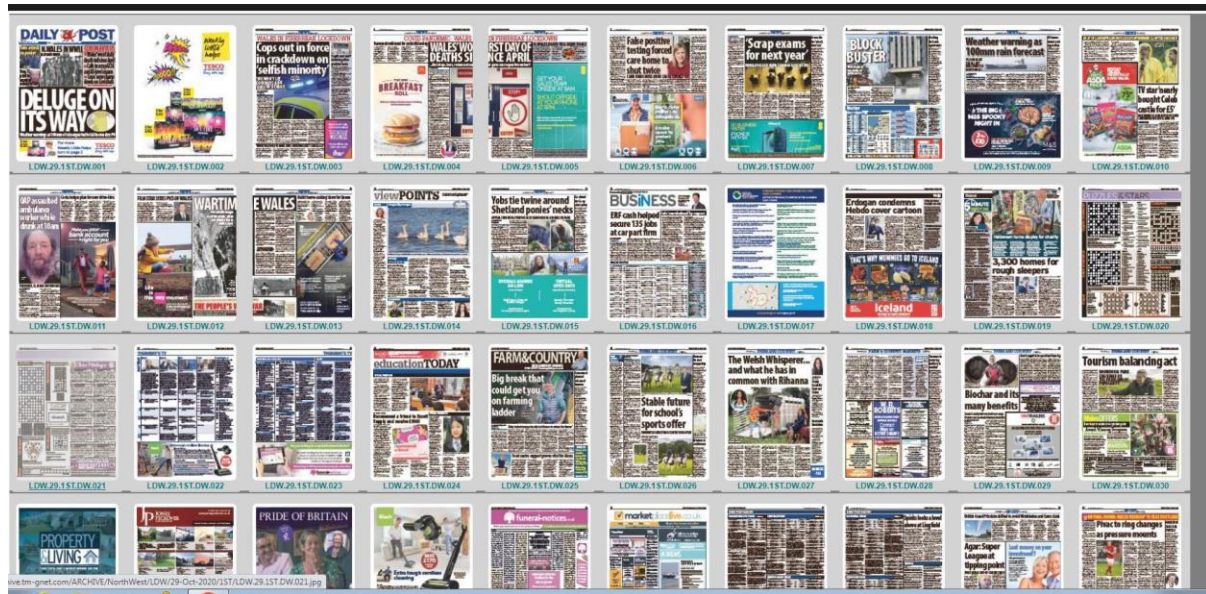
Option 2

To not proceed with the sale, absorb the facility back into the County Council’s asset portfolio. A decision will then be required on what/ if any role it will play.

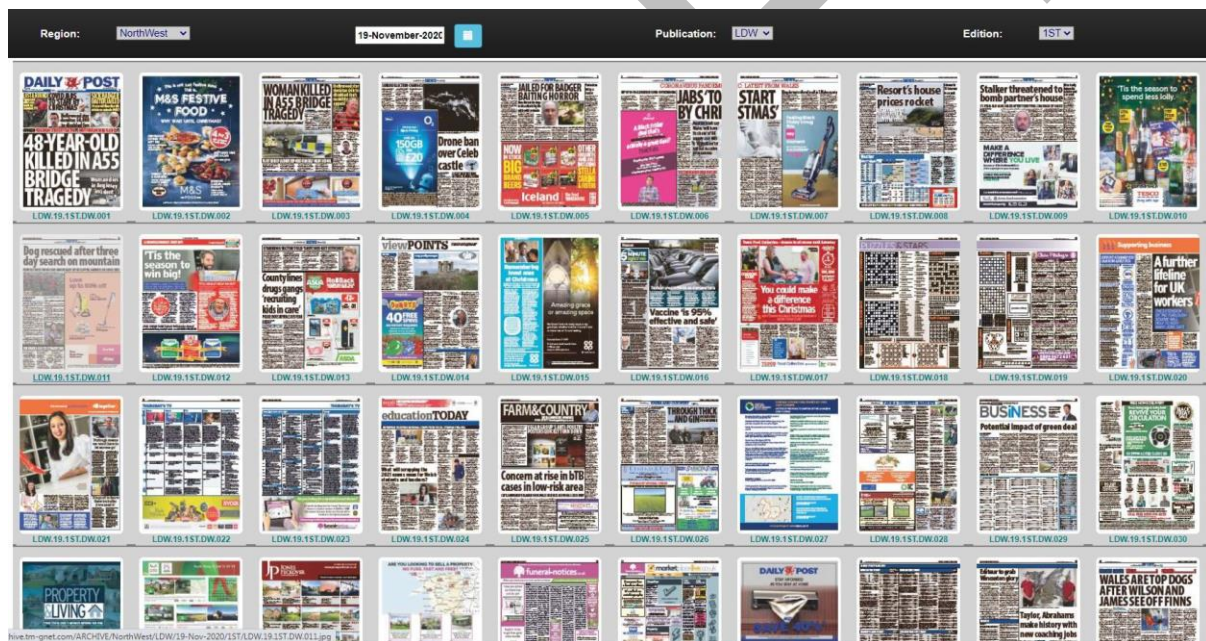
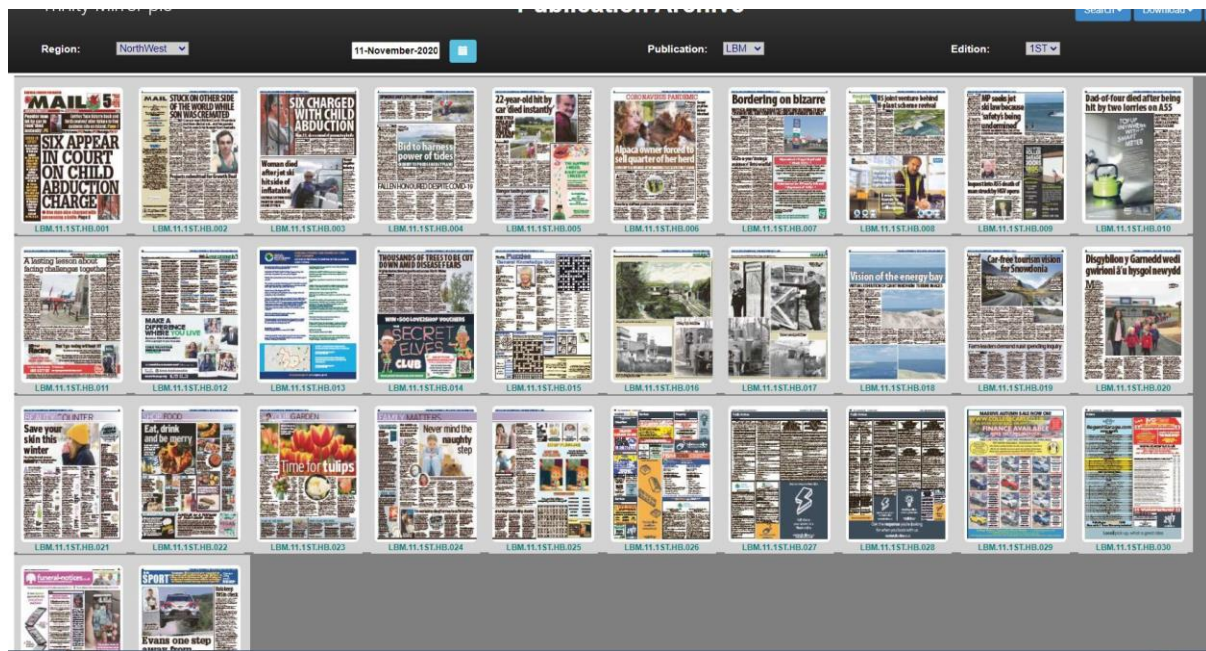
Annex A – Press Adverts of “the Notice”

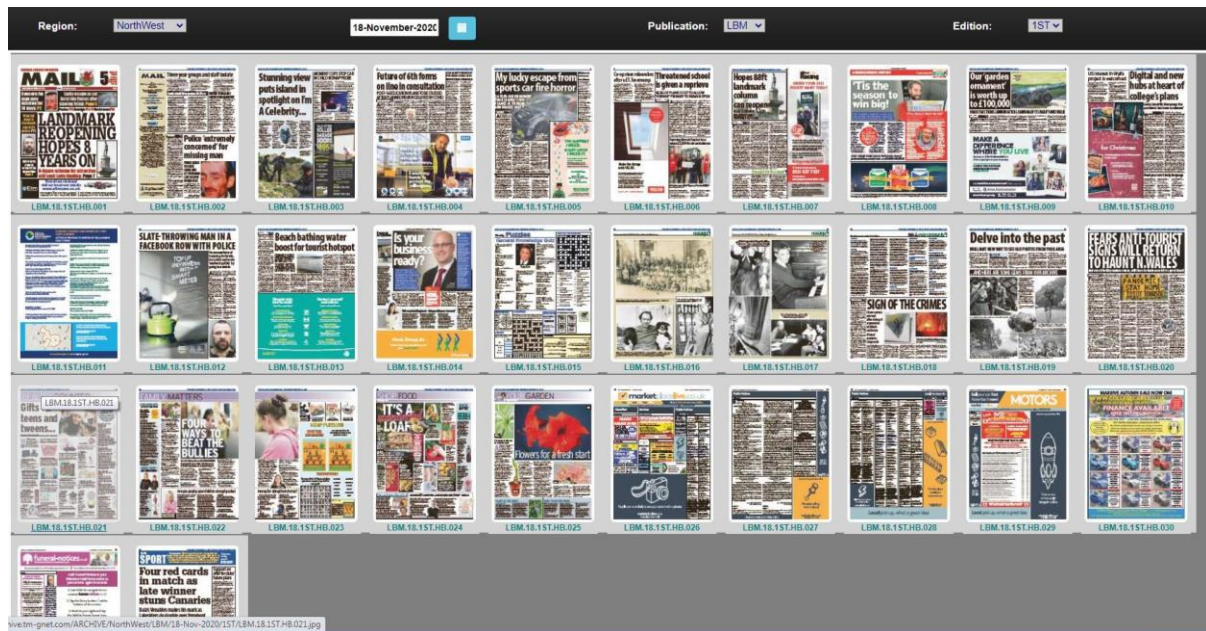












Trinity Mirror plc **Publication Archive** Search Download

Region: 25-November-2020 Publication: Edition:

Thumbnail IDs: LBM.25.1ST.HB.001 to LBM.25.1ST.HB.030

Thumbnail 1: TWO ON MURDER CHARGE

Thumbnail 2: Murder accused appear in court

Thumbnail 3: injured climber sparks seven-hour rescue op

Thumbnail 4: Water been's muddy to fetch £120,000

Thumbnail 5: Stop second home owners voting in Senedd election

Thumbnail 6: Shrewsbury marks 25 years on route

Thumbnail 7: Resort's houses prices rocket

Thumbnail 8: WOMAN KILLED IN A55 BRIDGE TRAGEDY

Thumbnail 9: A further lifeline for UK workers

Thumbnail 10: Determined to safeguard our communities

Thumbnail 11: Next generation of mischief with new Delia a Lull stars

Thumbnail 12: Tributes to player in legendary club side

Thumbnail 13: Call to back reopening of Gwynedd railway line

Thumbnail 14: Golden

Thumbnail 15: Hitting the sweet spot

Thumbnail 16: After dinner

Thumbnail 17: So, we've got 50m people we'd like you to meet

Thumbnail 18: National Lottery support for all 44 Cymru League clubs welcomed

DRAFT

Annex B – “the Notice”



CYNGOR SIR
YNYSS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

HYSBYSIAD O FWRIAD I GAEL GWARED AR Y CWRS GOLFF LLANGFNI NOTICE OF PROPOSAL TO DISPOSE OF THE LLANGFNI GOLF COURSE

Rheolodau Cwsu Chwarae (Ymgysylltad Cymunedau & Phanderfyniadau Gwaredu) (Cymnu) 2015

RHODDIR RHYBUDD DIWY HYN iol Cyngr Sir Ynys Môn yn bertadu cael gwared ar yr y cws golff yn Llangfni.

Hi fydd y llin ymarfer, ardal ymarfer a'r stop yn parhau i fod ar agor i'r cyhoedd.

Hae manylion y gwaredad arbethedig ar gael i'r harchwilio am gyfnod o saith wythnos o ddiwyddad yr hysbysiad hwn yn ystod oriau swyddfa arferol (9yb – 5yh) diwy apwyntiad o ffôn llaw yn.

Cawelln Bwasa Môn, Llangfni, LL77 7XA
(nid yw prif ddarbynia yn Swyddolgyddi y Cyngr ar agor oherwydd cyfyngiadau yn agl y coronafirws)

Hae gan y cyhoedd hawl i gyflwyno sylwadau i'r Cyngr Dylid cyflwyno sylwadau yn ysgrifenedig i'r cyfeirnod uchod (weid eu marcio i sylw Tudur Jones) neu arlein diwy www.ynysmon.gov.uk/cwsu/golff/llangfni. Bydd unrhyw sylwadau a wnaid o ffôn saith wythnos o ddiwyddad y rhybudd hwn yn cael eu hystyried gan y Cyngr. Hae gan ym ddiwyddad i ystyried sylwadau a ddarbyniair ar ôl diwyddad y cyfnod ymgysylltad.

Haeir holl wybodaeth perthnasol ar gael ar y weid www.ynysmon.gov.uk/cwsu/golff/llangfni.

Cyhoeddair rhybudd o fertad arbethedig y Cyngr Sir i waredu'r ar yn unol â Rheolodau Cwsu Chwarae (Ymgysylltad Cymunedau & Phanderfyniadau Gwaredu) (Cymnu) 2015

DYDDIEDIG: 12.10.2020

Bydd yr ymgysylltad hwn yn cau ar: 30.11.2020

I drefnu apwyntiad i weid y dogfenau perthnasol neu eu derbyn trwy e-bost neu bost, cysylltwch a Tudur H. Jones, Rheolwr Proiect – Datblygu Economaidd

The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015

NOTICE IS HEREBY GIVEN that the Isle of Anglesey County Council is proposing to dispose of the land associated with the Llangfni golf course.

The driving range, practice area and shop will remain open to the public.

Details of the proposed disposal is available for inspection for the period of seven weeks from the date of this notice during normal office hours (9am – 5pm) by prior appointment at:

Anglesey Business Centre, Llangfni, LL77 7XA
(The main Council offices are not open as a result of the Coronavirus pandemic)

The public has a right to make representations to the Council. Representations should be made in writing to the above address (marked for the attention of Tudur Jones) or online to www.anglesey.gov.uk/llangfni/golcourse. Any representation made within seven weeks of the date of this notice will be considered by the Council. We have discretion to consider representations received after the end of the consultation period.

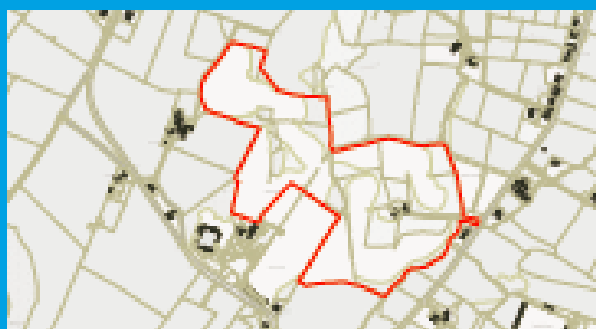
All relevant information can also be found online at www.anglesey.gov.uk/llangfni/golcourse

Notice of the County Council's proposal to dispose of the land is published in accordance with The Playing Fields (Community Involvement in Disposal Decisions) (Wales) Regulations 2015.

DATED: 12.10.2020

This consultation will end: 30.11.2020

To arrange an appointment to view the relevant documents or to receive them via e-mail or post please contact Tudur H. Jones Project Manager – Economic Development



AM FWY O WYBODAETH YNGHYLCH YR UCHOD, DYLECH GYSYLLTU A'R CYNGOR AR:

tudur.jones@ynysmon.gov.uk
neu 01248 752 435

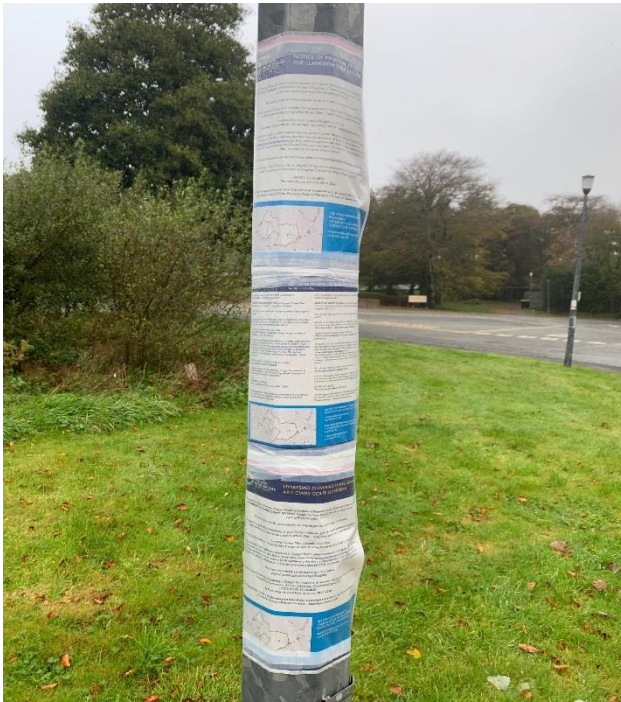
FOR MORE INFORMATION REGARDING THE ABOVE YOU SHOULD CONTACT THE COUNCIL AT:

tudur.jones@anglesey.gov.uk
or 01248 752 435

www.ynysmon.gov.uk www.anglesey.gov.uk

Annex C – Site Pictures

Additional photos were taken on 21st and 29th October and 05th, 11th and 26th November 2020 – Main Entrance, Driving Range Entrance and General Site Location

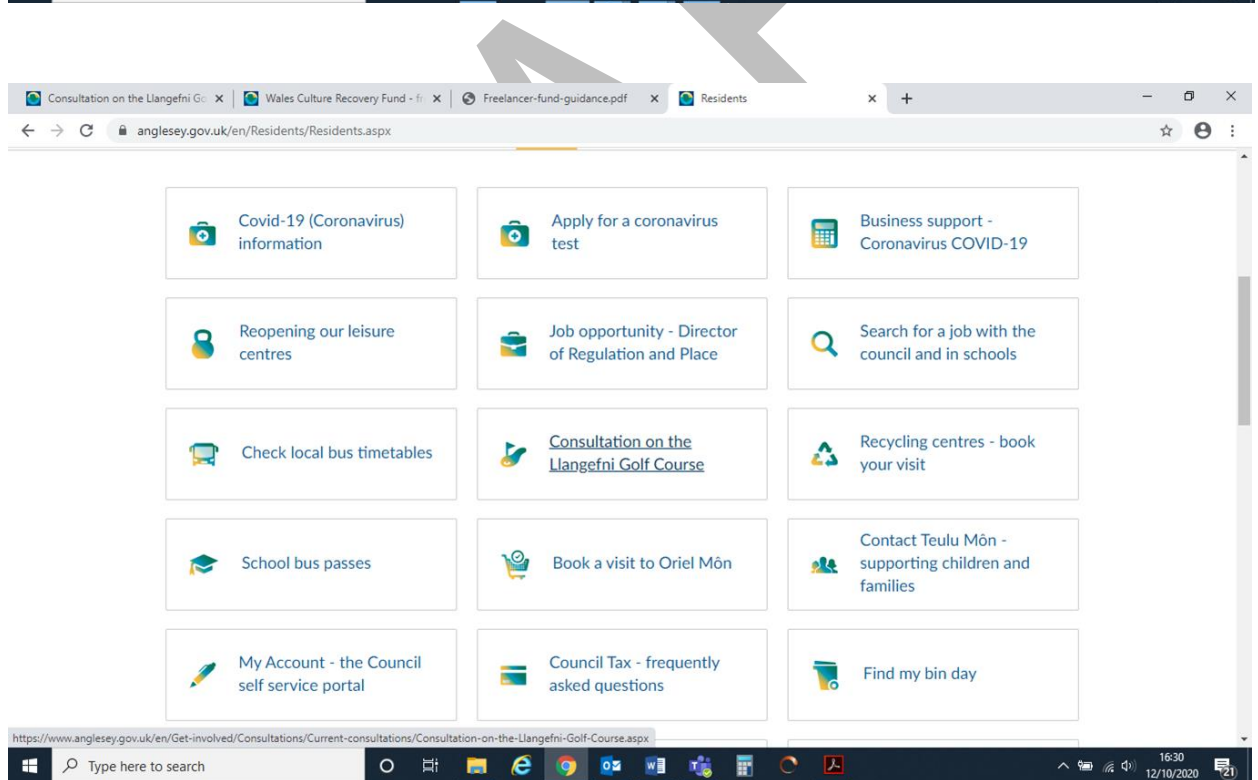
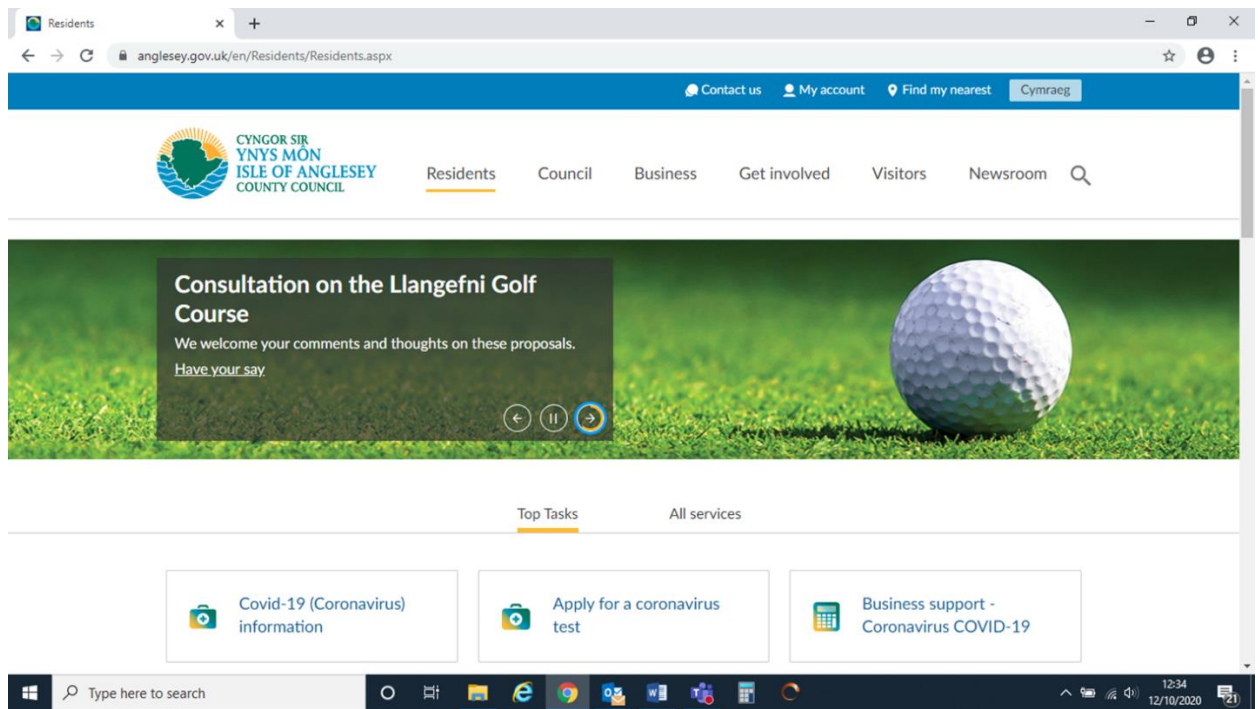


October 12th 2020



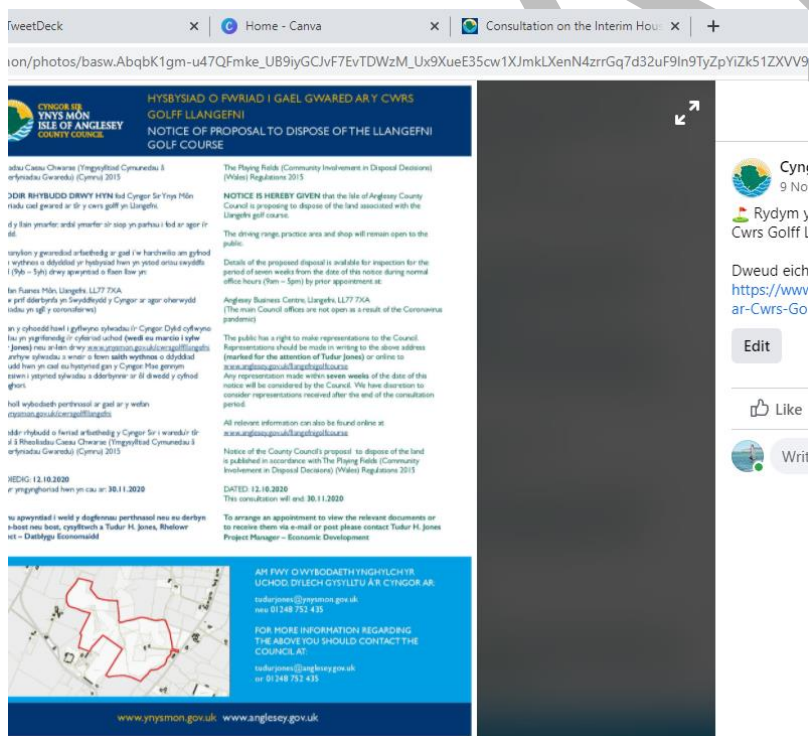
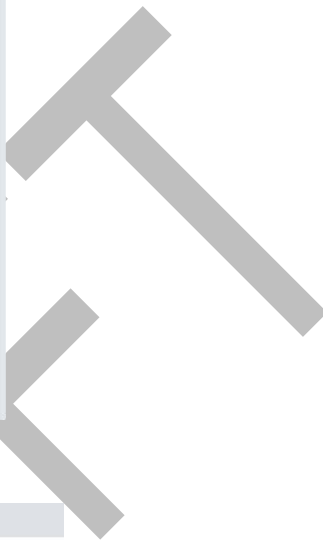
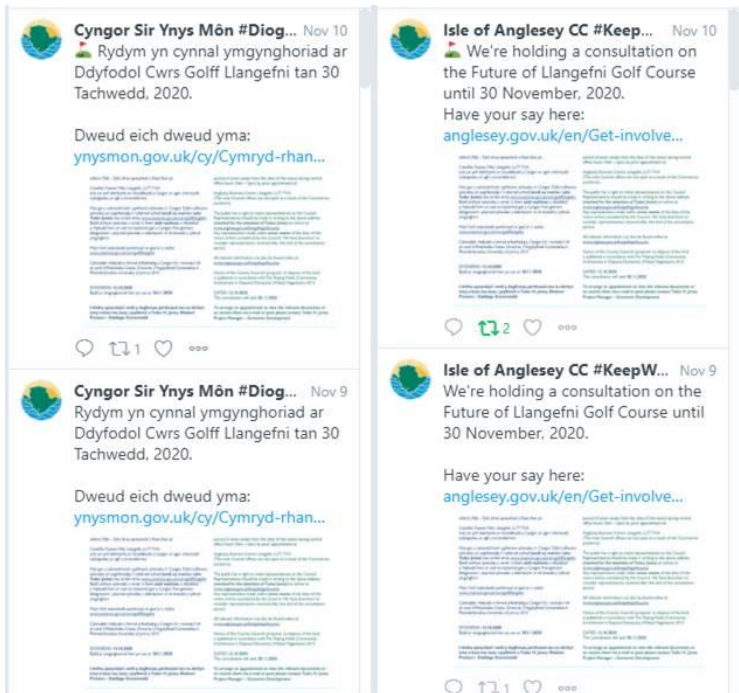
November 30th 2020

Annex D – County Council Corporate Website



Annex E – Social Media Adverts

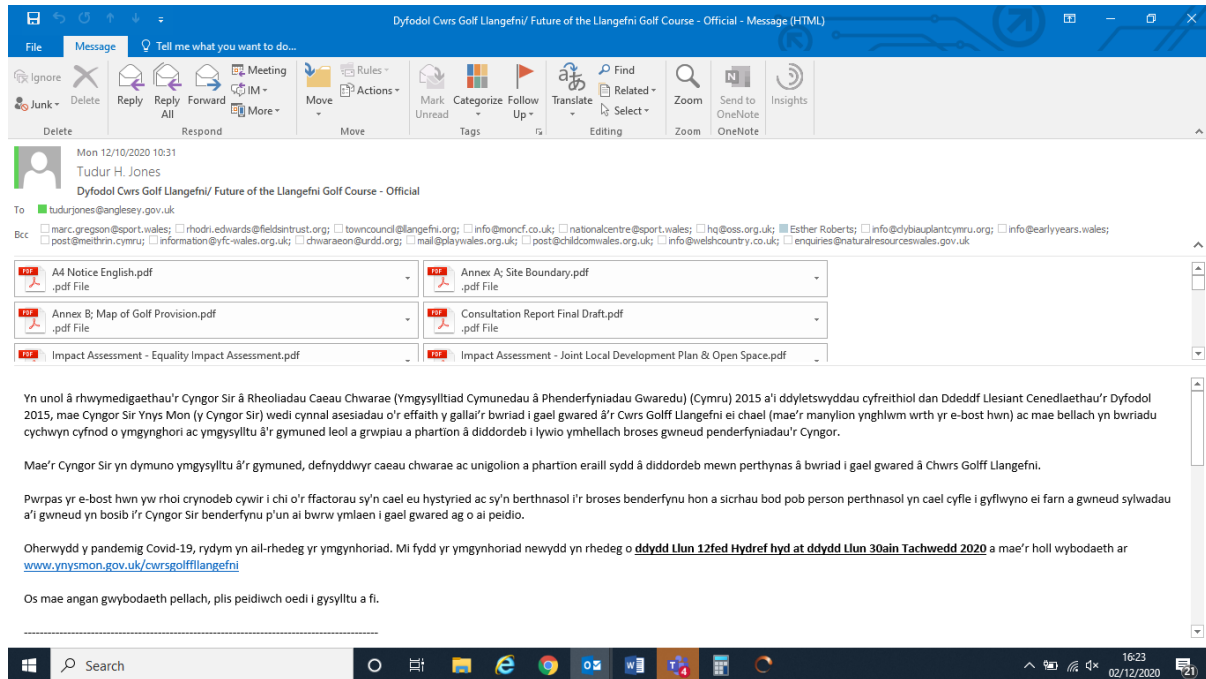
Below are only two examples of the adverts that were placed on social media



Annex F – Proof of Recorded Delivery Postage

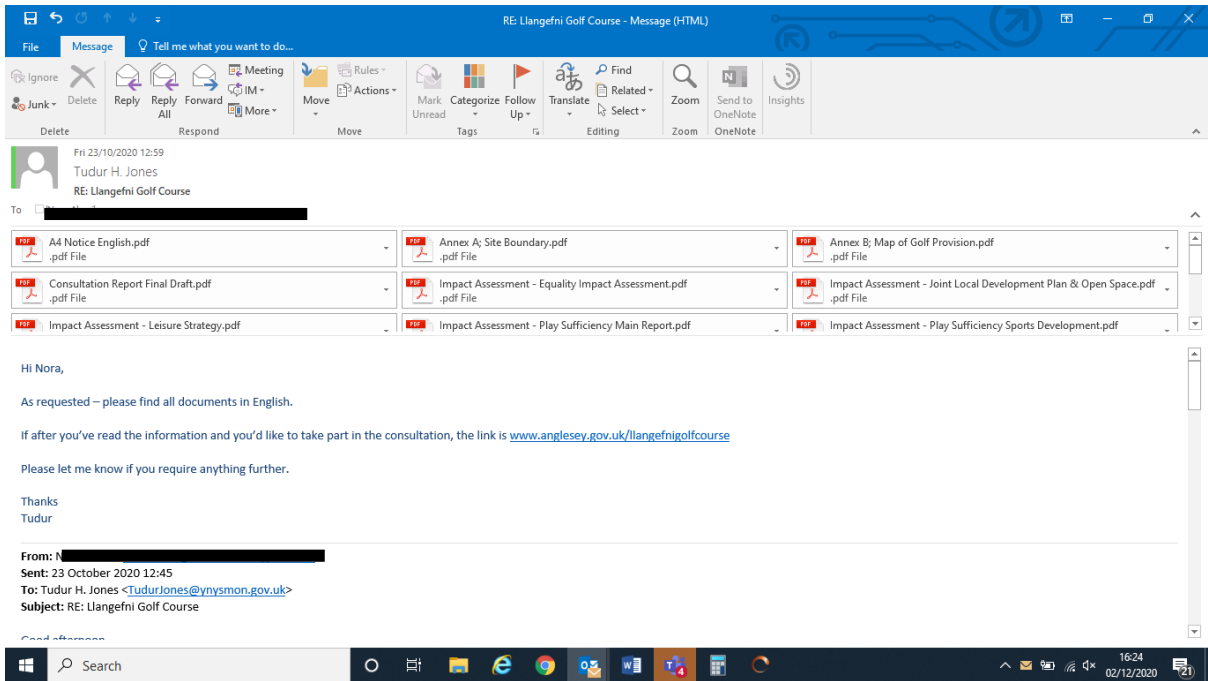


Annex G – E-Mail Sent to Statutory Consultees



DRAFT

Annex H – E-Mail Sent as Requested



Annex I – Impact Assessments

DRAFT

Isle of Anglesey County Council - Equality Impact Assessment Template
Mae'r ddogfen yma ar gael yn y Gymraeg This document is available in Welsh

Revision history:		
Version	Date	Summary of changes
1	February 2020	First version
2	October 2020	Amended dates

Step 1: Background	
1 - What are you assessing?	The future of the Llangefni Golf Course.
2 - Is this a new or existing proposal?	Existing proposal – building on agreement in principle that the Executive decided in May 2018.
3 - What are the aims and purpose of this proposal?	The proposal is to close the Llangefni Golf Course and sell the land on the open market as a small-holding. The driving range, practice area and shop have been leased separately and will remain open.
4 - Who is responsible for the proposal you are assessing?	Officers from the Regulation & Economic Development Service Development.
5 - Who is the Lead Officer for this assessment?	Tudur H. Jones – Economic Development
6 - Who else is involved in undertaking this assessment?	Assistance from various Services across the County Council.

Step 1: Background

7 - Is the proposal related to other areas of work? For example, are there other proposals of policies that should be taken into consideration as part of this assessment?	No.
8 - Who would be affected by the proposal(s) (adversely or positively, directly or indirectly)?	Individuals wishing to play a game of 9-hole golf in Llangefni.

9 - Is the proposal relevant to how the Authority complies with the public sector general duty relating to people who are protected by the Equality Act 2010?	Yes	No
The elimination of discrimination and harassment	X	
The advancement of equality of opportunity	X	
The fostering of good relations	X	
The protection and promotion of human rights	X	
Note: As a general rule, any policy that affects people is likely to be relevant across all protected groups		

Step 2: Information Gathering	
10 - Does this proposal ensure that the Welsh language is treated no less favourably than the English language, in accordance with the Council's Welsh Language Policy?	Yes
11 - Is there an opportunity here to offer more opportunities for people to learn and / or use the Welsh language on a day-to-day basis?	No
12 – Will this area of work proactively offer services in Welsh for users?	<p>Not relevant in relation to the selling of land.</p> <p>The driving range, practice areas and shop will remain open to the public and the service will be required to provide a proactive language offer to service users</p> <p>New enhanced provision at our leisure facilities are required to provide a proactive language offer to service users.</p>
13 – Is this proposal likely to protect and promote the Welsh language within communities?	<p>The proposal has the potential to have a positive impact on Welsh in communities.</p> <ol style="list-style-type: none"> 1. Welsh speaking players will look to utilise the other golf courses on the Island therefore strengthening their position and ensuring their future viability. 2. Players will build relationships at these other golf courses. <p>Any capital receipts secured from the sale will be ring-fenced to improve and enhance our leisure facilities which offer a fully bilingual service and will be much more inclusive and cater for all the community and will not discriminate on age, income or ability.</p>
<p>Appendix 1 to the Impact Assessment Guidance lists a series of questions which should be considered when assessing how proposals impact on the Welsh language in general. The extent to which these questions are relevant will depend on the proposal in question. The purpose of these questions is to make you think about the wider impact or contribution and these questions could be used as a prompt when responding to questions 10 – 13 above.</p> <p>However, when assessing how the Council's main policies and strategies impact on the Welsh language, it is recommended that these questions are considered in more detail so that comprehensive assessment is undertaken – a separate template is available with these papers on MonITor, for you to complete, if appropriate.</p>	

<p>14 - Are there any Human Rights issues? If so, what are they? (For example, could this proposal result in the failure to safeguard the right to privacy?)</p> <p>(The 16 basic rights are listed at Appendix 1).</p>	Not relevant	
<p>15 – Does this proposal meet any of the seven national well-being goals outlined in the Well-being of Future Generations (Wales) Act 2015?</p> <p>(Descriptions of the wellbeing goals are listed at Appendix 2)</p>	A prosperous Wales	X
	A resilient Wales	X
	A healthier Wales	X
	A more equal Wales	X
	A Wales of cohesive communities	X
	A Wales of vibrant culture and thriving Welsh language	X
	A globally responsible Wales	X
<p>16 - What has been done to date in terms of involvement and consultation with regard to this proposal?</p>	<p>This issue has been on-going since 2015. The Llangefni Social Enterprise had been running the facility on our behalf from 2015 until 2018 and have engaged and consulted with the public continuously as they ran the golf course. The County Council has also been discussing its future both internally (other Services, Elected Members) and externally (other golf courses).</p>	
<p>17 – Have you used any other information that is relevant to the proposal to inform your assessment? If so, please detail:</p>	<ul style="list-style-type: none"> • Information detailed by the Llangefni Social Enterprise • Information held by the County Council • Various stats and figures available on-line (sourced accordingly) 	
<p>18 - Are there any gaps in the information collected to date? If so, how will these be addressed?</p>	<p>This consultation will enable the County Council to secure valuable input from the public on the future of the golf course.</p>	

Step 3: Considering the potential impact and identifying mitigating action

19 — Note below any likely impact on equality for each individual group, and identify what action could be taken to reduce or improve the impact. *For determining potential impact, please choose from the following: **Negative / Positive / No impact**

Protected group	*Potential Impact	Details of the impact	Actions to mitigate negative impact
Age	Neutral	<p>Anglesey has an ageing population and maintaining health and wellbeing is a priority for the Council. There are no figures available that demonstrates the age profile of the golf course. However, the course lent itself towards being an “entry” to golf.</p> <p>It may be likely that some older people may find travelling or costs of alternatives a barrier. Conversely those without access to private transport e.g. under 17 years of age may also find transport an issue.</p>	<p>Because of alternative provision all ages would be able to continue playing golf at any of the other golf courses on the island.</p> <p>The driving range and practice area will remain open to the public.</p> <p>Concessionary travel schemes are available on Anglesey and further information can be found at https://www.anglesey.gov.uk/en/Residents/Parking-roads-and-travel/Public-transport/Travel-passes.aspx</p>
Disability	Neutral	<p>The golf course did not collect information pertaining to disability therefore the County Council is unable to determine the precise impact of any sale on people with this protected characteristic.</p> <p>The County Council does recognise that disabled people can experience higher levels of health inequality than the general population.</p>	<p>All the other golf courses on Anglesey remain open for the public to use which are accessible via public transport.</p> <p>The driving range and practice area will remain open to the public.</p>
Gender	n/a	<p>According to Statista, 80% of golfers in Wales are male (https://www.statista.com/statistics/899231/golf-participation-uk/) therefore based solely on these demographics it can be safely concluded that there will be a greater impact on males.</p>	<p>All the other golf courses on Anglesey remain open for the public to use which are accessible via public transport.</p> <p>The driving range and practice area will remain open to the public.</p>
Gender Reassignment	n/a	<p>The golf course did not collect information pertaining to gender reassignment therefore the County Council is unable to determine the precise impact of any sale on people with this protected</p>	

Protected group	*Potential Impact	Details of the impact	Actions to mitigate negative impact
		<p>characteristic.</p> <p>The likelihood of there being a negative impact on people with this characteristic is considered very low to nil.</p>	
Pregnancy & Maternity	n/a	<p>The golf course did not collect information pertaining to pregnancy and maternity therefore the County Council is unable to determine the precise impact of any sale on people with this protected characteristic.</p> <p>The likelihood of there being a negative impact on people with this characteristic is considered very low to nil.</p>	
Race / Ethnicity / Nationality	n/a	<p>The golf course did not collect information pertaining to race, ethnicity or nationality of its users therefore the County Council is unable to determine the precise impact of any sale on people with this protected characteristic.</p> <p>The likelihood of there being a negative impact on people with this characteristic is considered very low to nil.</p>	
Religion or Belief	n/a	<p>The golf course did not collect information pertaining to users' religion or beliefs therefore the County Council is unable to determine the precise impact of any sale on people with this protected characteristic.</p> <p>The likelihood of there being a negative impact on people with this characteristic is considered very low to nil.</p>	
Sexual Orientation	n/a	<p>The golf course did not collect information pertaining to its user's sexual orientation therefore the County Council is unable to determine the precise impact of any sale on people with this protected characteristic.</p>	

Protected group	*Potential Impact	Details of the impact	Actions to mitigate negative impact
		The likelihood of there being a negative impact on people with this characteristic is considered very low to nil.	
Welsh language	Neutral	The potential loss of the golf course could have a negative impact as it can be argued it contributed towards the community, the use of the Welsh Language and lifestyle.	The Authority believes sufficient provision exists elsewhere on Anglesey and that more people utilising fewer golf courses could be a positive impact. The driving range will remain open to the public and the former shop has changed its end use to be a more attractive destination attracting a more diverse customer.
Human Rights	n/a	The likelihood of there being a negative impact on the human rights of individuals is considered very low to nil.	
Marriage or Civil Partnership	n/a	The likelihood of there being a negative impact on people's marriages or civil partnerships is considered nil.	
Any other relevant issue, eg poverty, access to services in rural areas	Neutral	The 'pay and play' facility would potentially be a barrier to beginners and golfers on low incomes or Llangefni residents without private transport.	Some private golf courses offer reduced membership to new or returning golfers However, the driving range and practice area remain on the site to encourage beginners before they progress to 9 or 18-hole courses.

Step 4: Outcome of the assessment	
20 - Note the impacts identified and how it is intended to mitigate any negative impact (ie a summary of the above table)	No "Negative" impact. The County Council acknowledges that closing the golf course could impact on players who find the private provision unaffordable. However, the driving range and practice area will remain open to the public and our evidence and consultation from the other golf courses demonstrates sufficient other provision exists on Anglesey.
21 - Is there a strategy for dealing with any unavoidable but not unlawful negative impacts that cannot be mitigated?	Not applicable.
22 - Describe any actions taken to maximise the opportunity to promote equality and/or the goals of the Well-being of Future Generations (Wales) Act 2015 (sustainability). (The seven well-being goals are listed in Appendix 2)	It has been agreed (in principle) that any capital receipt from the sale of the golf course land will be ring-fenced to enhance and improve the leisure facilities the County Council has. Having one, multi-sports centre that offers a plethora of healthy and active options to everyone is a stronger alternative to the community as the Centre will offer multiple health, well-being and keep fit options as opposed to only the game of golf.
23 – Is there a need to reconsider the proposal as a result of conducting this assessment? (Evidence of negative impact could render the proposal or decision unlawful. If you have identified negative impact, you should consider at this stage whether it is possible to proceed with the proposal).	No.
24 - Will the proposal be adopted / forwarded for approval? Who will be the decision-maker?	The County Council's Executive will take the final decision.
25 - Are there monitoring arrangements in place? What are they?	There will be continued monitoring and reviewing of how successful the driving range is to ensure that it is positively reaching as many members of

the public who wish to access the game of golf as possible. Through discussions with the tenant this is already underway through linkages with other golf courses and local schools.
--

Step 5: Action Plan

Please detail any actions that are planned following completion of your assessment. You should include any changes that have been made to reduce or eliminate the effects of potential or actual negative impact, as well as any arrangements to collect data or to carry out further research.

Ref	Proposed actions	Lead officer	Timescale
	Collating all comments and observations as a result of this consultation and into one comprehensive report.	THJ	December 2020 – January 2021
	Report the matter to the County Council's Executive for final decision on the future of the golf course.	THJ	December 2020 – January 2021

Appendix 1 – Human Rights

Human rights are rights and freedoms that belong to all individuals, regardless of their nationality and citizenship. There are 16 basic rights in the Human Rights Act – all taken from the European Convention on Human Rights. For the purposes of the Act, they are known as ‘the Convention Rights’. They are listed below:

(Article 1 is introductory and is not incorporated into the Human Rights Act)

Article 2: The right to life

Article 3: Prohibition of torture

Article 4: Prohibition of slavery and forced labour

Article 5: Right to liberty and security

Article 6: Right to a fair trial

Article 7: No punishment without law

Article 8: Right to respect for private and family life

Article 9: Freedom of thought, conscience and religion

Article 10: Freedom of expression

Article 11: Freedom of assembly and association

Article 12: Right to marry

Article 14: Prohibition of discrimination

Article 1 of Protocol 1: Protection of property

Article 2 of Protocol 1: Right to education

Article 3 of Protocol 1: Right to free elections

Article 1 of Protocol 13: Abolition of the death penalty

Appendix 2 - Well-being of Future Generations (Wales) Act 2015

This Act is about improving the social, economic, environmental and cultural well-being of Wales. Public bodies need to make sure that when making their decisions they take into account the impact they could have on people living their lives in Wales in the future. The Act puts in place seven well-being goals:

Goal	Description of the goal
A prosperous Wales	An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.
A resilient Wales	A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).
A healthier Wales	A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.
A more equal Wales	A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).
A Wales of cohesive communities	Attractive, viable, safe and well-connected communities.
A Wales of vibrant culture and thriving Welsh language	A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.
A globally responsible Wales	A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.

This page is intentionally left blank



CYNGOR SIR
YNYS MÔN
ISLE OF ANGLESEY
COUNTY COUNCIL

Gwasanaeth Polisi Cynllunio ar y Cyd Gwynedd & Môn
Joint Planning Policy Service Anglesey & Gwynedd
Swyddfeydd y Cyngor
Stryd y Jêl
Caernarfon
Gwynedd
LL55 1SH

Mae'r ddogfen yma ar gael yn y Gymraeg

This document is available in Welsh

AT/ TO:	Economic Development F.A.O. Tudur Jones	ODDIWRTH/ FROM:	Uned Polisi Cynllunio ar y Cyd Môn a Gwynedd
EICH CYF/ YOUR REF		EIN CYF/ OUR REF:	
DYDDIEDIG/ DATED:		DYDDIAD/ DATE:	13-01-2020

Re: Joint Local Development Plan and Open Space Assessment – Llangefni

Introduction

The Economic Development Service has made enquiries regarding how the potential loss of Llangefni Golf Course would effect the Joint Local Development Plan and the Open Space provision in Llangefni.

The Joint Local Development Plan was adopted in July 2017 and is the land use plan for Anglesey and the Gwynedd Planning Area. The majority of Policies within the Plan relate to new developments or changes of use of sites. Should the Council decide to dispose of the golf course following the consultation process, it is the intention to change the use of the site back to agricultural use which is the use before it is converted to a golf course.

In light of this the impact of the loss of open space should be assessed under Policy ISA 4, which is what the findings of the open space assessment do. Policy PCYFF 1 also refers to development boundaries and that proposals outside development boundaries will be refused unless they accord with local and / or national policy or the proposal demonstrates that its location in the countryside is essential. As this proposal would lead to the creation of agricultural land, a location in the countryside is acceptable for this type of use.

Part of Policy PS 6 states that in order to adapt to the effects of climate change, proposals will only be permitted where it can be demonstrated with appropriate evidence that they have fully considered and responded to a number of relevant criteria within the Policy. Criterion (6) is: "... protecting best and most versatile agricultural land, promoting allotments, supporting local food production opportunities to reduce the area's contribution to food miles ...". The change of use of the site to agricultural land therefore contributes to the objectives of criterion (6) of Policy PS 6.

The Joint Local Development Plan recognises how important open spaces play are in satisfying the recreational needs of local communities. Policy ISA 4 safeguards existing open space in the plan area and resists the loss of the open space unless it conforms to one of the criteria within the policy.

ISA 4: SAFEGUARDING EXISTING OPEN SPACE

Proposals that will lead to the loss of existing open space including any associated facilities which has significant recreational, amenity or wildlife value will be refused unless they conform to the following criteria:

1. There is an overall surplus of provision in the community;
2. The long term requirement for the facility has ceased;
3. Alternative provision of the same standard can be offered in an area equally accessible to the local community in question;
4. The redevelopment of only a small part of the site would allow the retention and enhancement of the facility as a recreational resource.

Open Space Assessment (OSA)

In order to ascertain whether there is surplus of provision in the community an Open Space Assessment (OSA) needs to be undertaken. There are two key stages to undertaking an OSA:

- A. Setting Standards
- B. Assessment of Existing Open Space Provision

A. Setting Standards

The Fields in Trust FiT (formerly the National Playing Fields Association) has prepared benchmark standards to aid local authorities in the provision and protection of spaces for sport, recreation and play. The benchmark standard proposed by the FiT consists of a minimum **2.4 hectares per 1000 population** which is divided as follows:

- **1.6ha of outdoor sports facilities**
 - 1.2ha playing pitches or 12m² per person
 - 0.4ha outdoor sport or 4m² per person
- **0.8ha for children's' playing space**
 - 0.25ha equipped playing space or 2.5m² per person
 - 0.55ha informal playing space or 5.5m² per person

This can be translated into the requirement per person as follows:

MINIMUM STANDARD 2.4ha per 1000 population	
Outdoor Sport 1.6ha per 1000 population or 16m² per person Playing Pitches: 1.2ha per 1000 population or 1.2m ² per person	Children's Playing Space 0.8ha per 1000 population or 0.8m² per person Informal Play Areas: 0.55ha per 1000 population or 5.5m ² per person Equipped Playing Areas: 0.25ha per 1000 population or 2.5m ² per person

As this enquiry relates to the golf course this OSA does not include an assessment of the children's play space.

Outdoor Sport

This covers the following:

- Facilities such as pitches, greens, courts, athletic tracks and miscellaneous sites such as croquet lawns and training areas in the ownership of local government, at all tiers.
- Facilities as described above within the educational sector which are available for public use by written agreement. The informal or unauthorised use of such facilities by the public does not qualify.
- Facilities described above within the voluntary, private, commercial sectors that serve the leisure needs for outdoor sport and recreation of their members, or the public.

B. Assessment of Existing Open Space Provision

Please note that the statistics below do not contain Llangefni Golf Course (please see below).

	Actual (ha)	Target (ha)	+/-
Estimated population*	5300		
1.6ha Outdoor Sport	13.32	8.48	+3.81
1.2ha Playing Pitches	8.62	6.36	+2.26

* Estimated population is calculated by multiplying the residential properties with the average household size in the Llangefni wards which is 2.3 (Cefni = 2.2, Cyngar = 2.3, Tudur = 2.5) (Census 2011, table PHP01)

Name of Open Space	Type of Open Space	Area (ha)
Ysgol Gyfun Llangefni	Education*	4.29
Plas Arthur Leisure Centre	Formal	0.68
Llangefni Football Club	Formal	1.49
Llangefni Cricket Ground	Formal	1.91
Bowling Green	Formal	0.41
Llangefni Rugby Club	Formal	3.51
Isgrraig Football Pitch	Formal / Informal	1.03

Conclusion

The OSA for Llangefni shows that there is sufficient open space provision in the outdoor sport category even without including the golf course in the figure.

Linda Lee
Senior Planning Officer
Joint Planning Policy Unit

This page is intentionally left blank

Impact Assessment against the Leisure Strategy of 2015 Onwards.

In 2015 the Leisure Service undertook a review of its core function. This need arose from corporate requirements to identify savings/ efficiencies, improve effectiveness and performance and increase income generation to support and maintain service provision.

The review of the Leisure Service, together with a consideration of future challenges, constraints and opportunities, identified clear objectives and themes which drove the required decisive changes.

The proposed closure of the golf course will be measured against the thematic areas below which are the improvement objectives of the strategy.

Thematic area	Impact
Improving customer focus and satisfaction	Neutral – the proposed closure will negatively affect those who utilised the golf course however, significant improvements have been made at the driving range which will be of benefit to users. The driving range now meets the needs of its customers in terms of the facilities, infrastructure and opening hours.
Enhancing commercial awareness and mentality to reduce the reliance on core County Council funding	Positive – the golf course required a subsidy of approximately £30,000 per annum due to its losses. This was not sustainable in the long-term. Should the County Council decide to dispose of the facility it will provide savings and potential capital receipts which will be ring-fenced to improve our leisure provision.
Modernising processes to improve efficiency, effectiveness and performance	Positive – the golf course is inefficient, ineffective and its performance is poor, resulting in losses of approximately £30,000. The County Council (via its tenant) has invested in the driving range to improve its offering and performance.
Improving core facilities to better meet customer expectations and demands	Neutral – the proposed closure will negatively affect those who utilised the golf course however, significant improvements have been made at the driving range which will be of benefit to users. The driving range now meets the needs of its customers in terms of the facilities, infrastructure and opening hours. Should the County Council decide to dispose of the facility it will provide savings and potential capital receipts which will be ring-fenced to improve our leisure provision.
Improving the health and well-being of service users	Neutral – the proposed closure will negatively affect those who utilised the golf course however, significant improvements have been made at the driving range which will be of benefit to users. The driving range now meets the needs of its customers in terms of the facilities, infrastructure and opening hours. Should the County Council decide to dispose of the facility it will provide savings and potential capital receipts which will be ring-fenced to improve our leisure provision.

This page is intentionally left blank

Report on potential impact of closure of Llangefni golf course on play opportunities – Llangefni area

- 1.0 Section 11 of the Children and Families (Wales) Measure 2010 places a duty on local authorities to assess and secure sufficient play opportunities for children in their area. "Wales: A Play Friendly Country" is the Statutory Guidance that Local Authorities must follow to comply with the duty to assess for and secure sufficient play opportunities.
- 1.1 The Play Sufficiency Assessment completed in March 2019 emphasised the Local Authority's acknowledgement of the value and importance of play in the lives of children.

"That every child and young person on the Isle of Anglesey is able to access and enjoy play, leisure, sport and cultural activities of their choice to improve their physical and emotional wellbeing. We will work in partnership to support families and communities to ensure that all services contribute to improving the lives of children and young people. "

- 1.2 In evaluating the proposed sale of the golf club as an open space, the following have been taken into account to evaluate the impact on play opportunities for children and young people in the immediate area and Anglesey as a county.
- 1.3 The existing open spaces in Llangefni. The local authority completed an Open Space Assessment in 2015 which concluded that Llangefni at the time had more than sufficient open play spaces ranging from fields, outdoor facilities and play areas with 19 areas in total. The assessment has been updated and it continues to confirm that the area of open spaces for Llangefni is more than sufficient to meet the requirements of the children and young people in that area.
- 1.4 Since 2015 in the Llangefni area there have been considerable developments which have further improved the play facilities for children and young people; the redevelopment of the Urban Sports Park with additional outside gym equipment and the development of a 3G Pitch on the same site.
- 1.5 Mon Actif, a service provided by the Authority's Leisure department has also extended its services to more schools and regularly visit and support schools to provide a range of outdoor leisure and play activities for children, signposting them to clubs and outdoor activities available in their area.
- 1.6 There is no particular group of children or young people with cultural, language, diverse needs, additional needs that appear to be impacted by the closure of the golf course.
- 1.7 The Play Sufficiency Assessment completed in March 2019 did not identify Llangefni as an area where provision was inadequate and consequently, it did not warrant any specific developments.

Conclusion

Given the more than adequate open spaces available in the Llangefni area, the additional new developments and services over the last 2 years the proposed closure of the golf club would not be detrimental to the rights of the children and young people to play opportunities in this area.

Bethan Hywel Jones,

Supporting Families Unit Manager responsible for the play sufficiency assessment.

13/01/20

Comments on potential impact of closure of Llangefni golf course on Sports Development

I agree with Supporting Families Unit Manager conclusion that: "given the more than adequate open spaces available in the Llangefni area, the additional new developments and services over the last 2 years, the proposed closure of the golf club would not be detrimental to the rights of the children and young people to play opportunities in this area." Supporting this is:

1. Children and adults can still access golfing opportunities via one of the 6 golf courses on the Island. The close proximity of Stores Wen (Marianglas) to Llangefni – and the fact that it is not too formal a club – is an additional significant factor;
2. The proposed closure would be tempered, in the fact that the driving range still exists, run by a forward thinking, entrepreneurial individual who provides learning opportunities for local schools and community;
3. Added to above, is an initiative by Sports Development and Wales Golf to develop golf for children and young people in the Llangefni area this Summer – following on from a 'Tri Golf' project in the schools, last Summer;
4. I agree that – 'there is no particular group of children or young people with cultural, language, diverse needs, additional needs that appear to be impacted by the closure of the golf course.'
5. We've had Mon Actif youth forums in which the Authority's Leisure Department engages with schools regarding a range of outdoor leisure and play activities for children and raise awareness of clubs and outdoor activities available in the area. As a result of this community engagement [and taking into account the range of clubs and outdoor leisure opportunities available] the proposed closure of the golf course would not adversely impact on access to outdoor sport based activities.

Dave Barker

Programme Manager Sports Development

23/01/20

This page is intentionally left blank

		The 7 Well-Being Goals ; Well-Being of Future Generations (Wales) Act 2015						
		A prosperous Wales	A resilient Wales	A healthier Wales	A more equal Wales	A Wales of cohesive communities	A Wales of vibrant culture and thriving Welsh language	A globally responsible Wales
Gwynedd & Anglesey Well-Being Plan 2018 Priorities	The need to maintain a healthy community spirit	<p>Neutral – the proposal is that the golf course will be sold as a small-holding</p> <p>Neutral – the driving range (Golf Môn) will remain open for use for the golfing community to enable an entry level access into the game</p>	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses, end users and different levels of ability and income	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and end-users and different levels of ability and income</p> <p>Positive – the driving range (Golf Môn) will remain open for use by the golfing community to enable an entry level</p>	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the driving range (Golf Môn) will remain open for use for the golfing community and the service is bilingual	Neutral

				<p>access into the game</p> <p>Negative –the golfing provision was cheaper than the private clubs and therefore more accessible.</p> <p>Negative – Some of the users may not have access to transport. Concessionary travel schemes are available on Anglesey and further information can be found on the County Council website</p>			
The importance of protecting the natural environment	Positive – the proposal is that the golf course will be sold as a small-holding therefore the	Neutral – the proposal is that the golf course will be sold as a small-holding therefore the	Positive – the driving range (Golf Môn)will remain open for use by	Positive – the County Council will reinvest capital from surplus assets into its Leisure	Positive – the County Council will reinvest capital from surplus assets into its Leisure	Positive – the driving range (Golf Môn)will remain open for use by the golfing community	Neutral

	<p>natural environment will be safeguarded and will revert back to agricultural use</p>	<p>natural environment will be safeguarded and will revert back to agricultural use</p>	<p>the golfing community</p> <p>Any sale will see a small-holding being created</p>	<p>Facilities which can cater for a more diverse range of end-users for all in the community, and end-users and different levels of ability and income</p> <p>Positive – the driving range (Golf Môn) will remain open for use by the golfing community to enable an entry level access into the game</p> <p>Negative – The provision was cheaper than the private clubs and therefore more accessible.</p>	<p>Facilities which can cater for a more diverse range of end-users for all in the community</p>	<p>Our small-holding tenants and occupiers are predominantly Welsh speakers</p> <p>Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse range of end-users and end-users. Whilst baselining of Welsh speaking users isn't collected all services at the Leisure Facilities are bilingual.</p>	
--	---	---	---	---	--	--	--

Gwynedd & Anglesey Well-Being Plan 2018 Priorities					<p>Negative – Some of the users may not have access to transport should they wish to play golf rather than the driving range. Concessionary travel schemes are available on Anglesey and further information can be found on the County Council website</p>			
	Understanding the effect of demographic changes	Neutral	Neutral	<p>Neutral – The driving range (Golf Môn) will remain open for the golfing community which will promote a healthier lifestyle and access into sports</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-users, end-users and</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses</p>	<p>Positive – Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse</p>	Neutral

			<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and end-users</p>	<p>different levels of ability, ages and income</p> <p>Positive – the driving range (Golf Môn) will remain open for use by the golfing community</p> <p>Negative The provision was cheaper than the private clubs and therefore more accessible.</p> <p>Negative – Some of the users may not have access to transport. Concessionary travel schemes are available on Anglesey and further information can be found</p>		<p>range of end-uses and end-users. Whilst baselining of Welsh speaking users isn't collected all services at the Leisure Facilities are bilingual.</p>	
--	--	--	---	--	--	---	--

				on the County Council website			
Protecting and promoting the Welsh language	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and of which the service is offered bilingually	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse range of end-uses. Whilst baselining of Welsh speaking users isn't collected all services at the Leisure Facilities are bilingual. Positive – the driving range (Golf Môn) will remain open where a bilingual	Neutral

Gwynedd & Anglesey Well-Being Plan 2018 Priorities

						service is offered	
<p>Promoting the use of natural resources to improve health and well-being in the long-term</p>	<p>Positive – the proposal is that the golf course will be sold as a small-holding. This will ensure the natural environment of the area remains but can also provide employment opportunities</p>	<p>Positive – the proposal is that the golf course will be sold as a small-holding. This will ensure the agricultural sector remains strong on Anglesey and creates opportunities</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses, end-users and different levels of ability and income</p> <p>Positive – the driving range (Golf Môn) will remain open for use by the golfing community</p> <p>Negative – The provision was cheaper than the private clubs and therefore</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses for all in the community</p>	<p>Positive – Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse range of end-uses. Whilst baselining of Welsh speaking users isn't collected all services at the Leisure Facilities are bilingual.</p>	<p>Neutral</p>

				<p>more accessible.</p> <p>Negative – Some of the users may not have access to transport. Concessionary travel schemes are available on Anglesey and further information can be found on the County Council website</p>			
<p>Improving transport links to enable access to services and facilities</p>	Neutral	Neutral	<p>Neutral – by re-investing in our Leisure Facilities – which are in our major towns and well served by all transport modes – it secures their long term viability and the</p>	<p>Negative – Some of the users may not have access to transport.</p> <p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities – which are in our major</p>	Neutral	<p>Neutral – by re-investing in our Leisure Facilities – which are in our major towns and well served by all transport modes – it secures their long term viability and the offering through the</p>	Neutral

			offering to end-users of all incomes, ages and ability	towns and well served by all transports modes – which can cater for a more diverse range of end-uses, end-users and different levels of ability and income		medium of Welsh	
The need for good quality jobs and affordable homes for local people	Positive – the proposal is that the golf course will be sold as a small-holding. It is hoped this will attract local people who wish to remain on Anglesey and establish an agricultural business or expand their current business	Positive – Any capital funding will be reinvested in our Leisure Facilities securing their long-term viability and the jobs of people who work there	Positive – Any capital funding will be reinvested in our Leisure Facilities securing their long-term viability and the jobs of people who work there	Positive – Any capital funding will be reinvested in our Leisure Facilities which cater for end-users of all incomes and also securing the long-term viability and the jobs of people who work there Positive – the driving range (Golf Môn) will remain open	Positive – Any capital funding will be reinvested in our Leisure Facilities securing their long-term viability and the jobs of people who work there	Positive – Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse range of end-uses	Neutral

				for use to the golfing community			
The effect of poverty on well-being	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses	Positive – whilst the County Council will be disposing of the golf course land, the driving range (Golf Môn) will remain open and capital from surplus assets reinvested into its Leisure Facilities which can cater for a more diverse range of end-uses and end-users	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-users on all incomes Positive – the driving range (Golf Môn) will remain open for use to the golfing community	Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses for all in the community	Positive – Any capital funding will be reinvested in our Leisure Facilities securing their long-term viability and the jobs of people who work there	Neutral

Gwynedd & Anglesey Well-Being Plan 2018 Priorities

<p>Ensuring an opportunity for every child to succeed</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses</p> <p>Significant work is being done to promote golf via the driving range (Golf Môn)facility</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and provides various healthy options for all age ranges</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and provides various healthy options for all age ranges</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and provides various healthy options for all age ranges as well as individuals on all incomes</p> <p>Negative – Private golf club fees are more expensive and potentially less inclusive</p>	<p>Positive – the County Council will reinvest capital from surplus assets into its Leisure Facilities which can cater for a more diverse range of end-uses and provides various healthy options for all in the community</p>	<p>Positive – Any capital funding will be reinvested in our Leisure Facilities where a bilingual service is offered to our communities which can cater for a more diverse range of end-uses</p>	<p>Neutral</p>
--	--	---	---	--	---	---	----------------

This page is intentionally left blank

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

Mae'r ddogfen yma ar gael yn y Gymraeg

This document is available in Welsh

Issues to consider with regard to the Welsh Language

Appendix 1 to the equality impact assessment template lists a series of questions which should be considered when assessing how proposals impact on the Welsh language in general. The extent to which these questions are relevant will depend on the proposal in question. The purpose of these questions is to make you think about the wider impact or contribution and these questions could be used as a prompt when responding to questions 10 – 13 in the Council's equality impact assessment template.

However, when assessing how the Council's **main** policies and strategies impact on the Welsh language, it is recommended that these questions are considered in more detail so that comprehensive assessment is undertaken.

Please use this separate template to complete your in-depth assessment of the impact on the Welsh language and attach it to your completed equality impact assessment for the same proposal.

What is being assessed?	The future of the Llangefni golf course
Who is carrying out this assessment?	Regulation & Economic Development Service
Assessment completion date	October 2020

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

1 – Compliance with the Welsh Language Policy	
<p>1a. Is the proposal influential in terms of dealing with the Welsh-speaking public?</p> <ul style="list-style-type: none"> • Will activities such as corresponding by letter, communicating by telephone, public meetings and other meetings comply with the language policy? • Will any new IT development comply with the policy? 	<p>No.</p>
<p>1b. Is the proposal likely to impact upon the public image of the organisation?</p> <ul style="list-style-type: none"> • Will all signs comply with the language policy? • Will publications and forms be compliant? • Will any publicity material or marketing campaigns comply? • Will staff recruitment advertisements comply? 	<p>Potentially. If the decision of closing the golf course and selling the land is taken then the public image of the County Council could be negative. However, the decision to close was originally taken in 2015 and again in 2018.</p> <p>The golf course has lay vacant since October 2018.</p>
<p>1c. Is the proposal likely to have an impact upon the implementation of the language policy?</p> <ul style="list-style-type: none"> • Will the proposal create new jobs? • Will the staffing arrangements facilitate the implementation of the language policy? • Will the proposal offer training through the medium of Welsh? 	<p>No.</p>

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

1 – Compliance with the Welsh Language Policy	
<ul style="list-style-type: none"> • Will any arrangements with third parties comply with the language policy? • Will the proposal include any targets or indicators relating to the language? • How will performance be monitored and measured? 	

2 - Effect on Welsh speaking users	
<p>2a. Will the proposal offer a language choice for users?</p> <ul style="list-style-type: none"> • Will it be possible for users to receive any part of the service in Welsh? 	<p>The driving range, practice areas and shop will remain open to the public and the service offered (where possible) will be bilingual.</p> <p>Other County Council leisure facilities remain open and there is a bilingual service offered at these premises.</p>
<p>2b. If there a risk for the proposal to discriminate against Welsh speaking service users?</p> <ul style="list-style-type: none"> • Have the needs of Welsh speakers been considered in the proposal? • Are Welsh speakers likely to receive the same standard of service as provided in English? • Are Welsh language arrangements likely to lead to a delay in the service? 	<p>The County Council acknowledges that some of the public wishing to play golf will speak Welsh. However, the proposal does not completely close the full offering and a provision will remain. Sufficient alternative golfing provision exists on Anglesey to negate any impact of its closure.</p> <p>The provision of Welsh speakers exists at alternative golfing locations on Anglesey.</p>
<p>2c. Is the proposal likely to make Welsh more visible?</p>	<p>Potentially. It is the County Councils intention that capital</p>

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

2 - Effect on Welsh speaking users	
<ul style="list-style-type: none"> • Is it likely to increase use of the language by producing Welsh language materials and signs? • Is it likely to influence others to make more use of Welsh, for example businesses? 	<p>receipts from its redundant assets is invested in its leisure facilities elsewhere.</p> <p>A bilingual service is provided at these facilities and this can only be of benefit to Welsh speakers within the local community as our leisure facilities will offer much more activities for individuals of all ages to be a part of.</p>
<p>2ch. Will the Welsh language service in relation to the proposal be accessible?</p> <ul style="list-style-type: none"> • Will the service be as accessible in Welsh as in English? • Will the services be available at the same time? 	<p>The driving range facility – which will remain open – offers a provision that will remain bilingual.</p>

3 - Effect on Welsh speaking communities	
<p>3a. Is the proposal likely to contribute towards safeguarding Welsh in communities?</p> <ul style="list-style-type: none"> • Is it likely to contribute towards efforts to tackle the challenges of demographic change and migration - such as providing opportunities for young people to stay in their communities? • Is it likely to contribute towards the local economy in Welsh speaking areas? • Will it provide Welsh medium services - such as child-minding 	<p>The proposal has the potential to have a positive impact on Welsh in communities.</p> <ol style="list-style-type: none"> 1. Players will look to utilise the other golf courses on the Island therefore strengthening their position and ensuring their future viability. 2. Players will build relationships at these other golf courses. 3. Any capital receipts secured from any future sale will be ring-fenced to improve and enhance our leisure facilities which will be much more inclusive and cater for all the community and will not discriminate on

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

3 - Effect on Welsh speaking communities	
services?	age or ability. However, we recognise that those who do not have access to transport or are of a low income may be impacted negatively through the closure. In mitigation, the driving range will remain open to the public.
<p>3b. Does the proposal take steps to promote and facilitate the Welsh language?</p> <ul style="list-style-type: none"> • Does the proposal contribute towards Welsh medium community activities? • Does it offer opportunities for young people to use Welsh outside school hours? • Does it offer a new service that will also be available in Welsh – for example leisure or sporting activities and provision? • Does it contribute or add value to other activities relating to language, such as the work of the local Welsh language initiative (Menter Iaith), the Urdd etc. 	Yes. Any potential future capital receipts secured from any sale will be ring-fenced to improve and enhance our leisure facilities which will be much more inclusive and cater for all the community and will not discriminate on age, income or ability.

4 - Contribution towards Welsh language standards, language policies, strategies and other relevant guidance relating to the Welsh language	
4a. The language policies of partner organisations or nearby public bodies:	This decision is being led by the County Council as the golf course is our asset.

Isle of Anglesey County Council - Welsh Language Impact Assessment Template

<p>4 - Contribution towards Welsh language standards, language policies, strategies and other relevant guidance relating to the Welsh language</p>	
<ul style="list-style-type: none"> • Is the authority working in partnership on the proposal? • Which other organisations are likely to be affected by the development? • Do those organisations have Welsh language standards or language policies? • Does the proposal contribute towards these schemes? 	
<p>4b. Relevant Welsh language strategies:</p> <ul style="list-style-type: none"> • Will the proposal contribute towards the Anglesey Welsh Language Strategic Forum’s Welsh Language Strategy 2016 – 2021 which was adopted by this Council in September 2016? • How does the proposal contribute towards the vision of the Assembly Government for one million Welsh speakers by 2050? 	<p>The proposal can be a benefit to the Welsh language as it will:</p> <ol style="list-style-type: none"> 1. Players will look to utilise the other golf courses on the Island therefore strengthening their position and ensuring their future viability. 2. Players will build relationships at these other golf courses. 3. Any capital receipts secured from the sale will be ring-fenced to improve and enhance the leisure facilities at Plas Arthur which will be much more inclusive and cater for all the community and will not discriminate on age or ability.

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive and Full Council
Date:	22/03/2021 and 18/05/2021
Subject:	Statement of Licensing Policy 2021 – 2026
Portfolio Holder(s):	Councillor Richard Dew Councillor Nicola Roberts Chair of Licensing Committee
Head of Service:	Christian Branch Acting Head of Regulation and Economic Development
Report Author: Tel: E-mail:	Sion Hughes 07747 118 406 slhpp@anglesey.gov.uk
Local Members:	

A –Recommendation/s and reason/s
<p>The Executive is requested to recommend to the Full Council the adoption of the Statement of Licensing Policy 2021-2026.</p> <p>Every Five years the Licensing Act 2003 requires that the Council adopts a Statement of Licensing Policy. This Policy sets out how the Council will discharge its functions with regard to the regulation of Licensed regulated activity. The draft policy has been produced in accordance with the Licensing Act statutory guidance on form and content of the Policy. It is a revised and updated version of the Council’s previous policy.</p>

B – What other options did you consider and why did you reject them and/or opt for this option?
<p>It is a legal requirement that the Statement of Licensing Policy is adopted by the Council. No other options are available.</p>

C – Why is this a decision for the Executive?
<p>The Executive is required to make recommendations to the Council as the policy forms part of the Council’s Policy Framework.</p>

CH – Is this decision consistent with policy approved by the full Council?
<p>Yes. It forms part of the Council’s Policy Framework.</p>

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

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	Approved for consideration by the Executive. Deputy Chief Executive requested reference to adapting to external factors affecting implementation of the policy. Included at para. 14.5.
2	Finance / Section 151 (mandatory)	Approved with request to encourage online payments.
3	Legal / Monitoring Officer (mandatory)	Approved
4	Human Resources (HR)	Not applicable
5	Property	Not applicable
6	Information Communication Technology (ICT)	Not applicable
7	Procurement	Not applicable
8	Scrutiny	Not applicable
9	Local Members	Not applicable
10	Any external bodies / other/s	Consultation was carried out with all the responsible authorities as listed in the policy. A public consultation page was published on our website. North Wales Fire and Rescue, Planning and Environmental Health provided updating information. Teulu Mon asked for specific reference to child exploitation, which has been included. There were no other consultation responses.

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

7	Other	
---	-------	--

F - Appendices:

Statement of Licensing Policy, Licensing Act 2003, 2021 - 2026
--

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

--



LICENSING POLICY

FEBRUARY 2021 (INSERT DATE POLICY ADOPTED)

1. Background
2. Scope and Extent of the Licensing Act 2003
3. Licensing Objectives
4. The Licensing Process and Administration of Functions
5. Premises Licences and Club Premises Certificates (New Applications, Variations & General Information)
6. Temporary Event Notices (TENs)
7. Personal Licences
8. Club Premises Certificates.
9. Operating Schedule
10. Fees
11. Cumulative Impact, Late Night Levy & Early Morning Restriction Orders
12. Other relevant regimes
13. Enforcement
14. Miscellaneous

APPENDICES

- Appendix A Contact details for licensing applications
- Appendix B Responsible Authorities
- Appendix C Review procedure incorporating joint problem solving and enforcement ladder
- Appendix D Delegation of functions
- Appendix E Glossary of Terms

1 BACKGROUND

1.1 This Licensing Policy (**the Policy**) is issued in accordance with the Licensing Act 2003 (**the Act**). The Policy sets out the principles that Isle of Anglesey County Council (**the Authority**) will apply when making decisions upon applications, hearings, reviews and appeals under the Act in relation to:

- (a) The sale by retail of alcohol;
- (b) The supply of alcohol by or on behalf of a club to, or to the order of a member of the club;
- (c) The provision of late night refreshment (supply of hot food or drink from a premises between 23.00 and 05.00 hours); and
- (d) The provision of regulated entertainment to the public or club members with a view to making profit including raising money for charity where the entertainment involves: a theatrical performance or film exhibition; an indoor sporting event; boxing or wrestling bouts; performance of live music; playing of recorded music or performance of dance.

1.2 The Isle of Anglesey is located in the North West of Wales. The Island is predominantly lowland and it has a coastal Area of Outstanding Natural Beauty (AONB). Large numbers of visitors are attracted, who make an important contribution to the local economy. Agriculture remains an important activity and is integral to the island's identity and culture. The 2011 Census records a population of 69,769 with 30,600 households. Holyhead is the largest town on Anglesey, and the majority of the largest settlements are located around the coast. The largest settlement away from the coast is Llangefni, which is the County town. Anglesey has strong international transport links to Ireland through the Port of Holyhead. The A55, which is part of the Trans-European Road Network (TERN), and the North Wales coastal railway, connects the area to the rest of North Wales and the United Kingdom

1.3 There are few recognised "night clubs" or major concentrations of licensed premises on the Island. Village and school halls provide venues for social and cultural events. Several open air concerts and shows provide for the larger and temporary events.

2 SCOPE AND EXTENT OF THE LICENSING ACT 2003

2.1 It is the duty of the Authority to carry out its functions under the Act with a view to promoting with equal importance the **Four Licensing Objectives**:

- (a) Prevention of Crime and Disorder;
- (b) Public Safety;
- (c) Prevention of Public Nuisance and,

- (d) Protection of children from harm.
- 2.2 It is recognised that the licensing function is only one means of securing the delivery of the above objectives. The Authority will therefore continue to work in partnership with all other relevant stakeholders and partners.
- 2.3 In undertaking its licensing function, the Authority will have regard to other legislation and Government Strategies and Policies as applicable. Where other regulatory regimes place obligations on applicants, the Authority will avoid imposing the same or similar obligations by way of conditions on a licence as far as possible.
- 2.4 The Authority will also consider wider initiatives that are relevant to licensing such as:
- (a) CCTV coverage of town centres
 - (b) Exclusion Orders from Town Centre
 - (c) Safer Clubbing Guide
 - (d) Pub Watch & Safety Advisory Group
 - (e) The Best Bar None awards initiative
- 2.5 The Authority wishes to facilitate well run and managed premises with licence holders displaying sensitivity to the impact of the premises on local residents. The Authority recognises that licensed premises on the Island contribute to the local economy, attract tourists and visitors, make for vibrant towns and communities and are major employers. Commercial occupiers of premises also have a legitimate expectation of an environment that is attractive and sustainable for their businesses. That said, the Authority is mindful of balancing this with the needs of local residents and wider considerations in accordance with the Licensing Objectives.
- 2.6 The Authority has adopted this Policy which sets out the Authority's general approach to licensing decisions. The Authority will take the Policy, as well as the Guidance published by the Secretary of State under Section 182 of the Act, into account when exercising its functions under the Act whilst recognising that each application must be considered on its own merits.
- 2.7 This Policy was last reviewed in [24 February 2016] and adopted on [**to be confirmed**].
- 2.8 Where the statutory guidance published under Section 182 of the Act is revised at any time, or where relevant legislative or regulatory changes occur, the Licensing Authority will have regard to such developments where they might have a potential impact upon this Policy.

3 LICENSING OBJECTIVES

- 3.1 The Authority's approach to the Licensing Objectives is set out further below.

- 3.2 In addition to its powers under the Act, the Authority will use a full range of measures including its planning controls, transport controls, crime and disorder policies and powers. The Authority will enter into partnership arrangements, working closely with the Police, the fire authority, local Health Board, local businesses, community representatives and local people in meeting these objectives.

Prevention of Crime and Disorder

- 3.3 The Authority will have regard to the Crime and Disorder Act 1998 under which it has a duty to prevent/reduce crime and disorder in the area.
- 3.4 One of the key priorities of the Authority's Crime and Disorder Strategy is to reduce the level of crime in specified areas. The Policy will have regard to the likely impact of licensing on the good management of premises and their immediate environment.
- 3.5 The Authority will have due regard to the representations of North Wales Police Service.
- 3.6 **Safer Clubbing** - The Authority wishes to promote the principles of "Safer Clubbing". It will recommend the current Home Office guidance to relevant Premises Licence and Club Premises Certificate holders. Appropriate and proportional licensing conditions may be imposed to control the environment at relevant premises in support of the "Safer Clubbing" principles.
- 3.7 **Drugs** - Where deemed necessary, conditions will be imposed to reduce the possible sale and/or consumption of drugs. In all cases where these conditions are deemed necessary, advice will be taken from the local Drugs Action Team and the Police.
- 3.8 **Door Supervisors** - Where a premises licence includes a condition requiring any person to carry out a security activity, the licence must include a condition requiring that person to be licensed by the Security Industry Authority unless exempt from such a requirement by reason of falling into one or more of the categories specified in section 21(2) of the Act (licences authorising plays or films, or on other occasions). Where deemed necessary, the Authority may also exercise its discretion and impose conditions that licensed door supervisors (approved by the Security Industry Authority) must be employed at the premises, either at all times or at such times as specified by the Authority, and at a number and ratio to be determined by the Authority, based on a risk assessment of the premises.

Public Safety

- 3.9 The Authority wishes to promote high standards of public safety in relation to premises and activities within the scope of the Act.
- 3.10 The Authority's Environmental Health Section which enforces health and safety requirements in relevant premises will be consulted as a Responsible Authority and its officers may also act as Authorised Persons for enforcement purposes under the Act.

- 3.11 The Authority recognises that general health and safety duties will not always adequately cover specific issues and therefore conditions may need to be attached to a Premises Licence or Club Premises Certificate. Physical safety includes the prevention of accidents and injuries and other immediate harms that can result from alcohol consumption such as unconsciousness and alcohol poisoning.
- 3.12 In the case of premises requiring a Premises Licence or Club Premises Certificate the Authority may select certain conditions that are appropriate and proportionate to the nature of the activities specified in the operating schedule and that promote the licensing objectives.
- 3.13 Where activities are organised by volunteers or a committee of a club or society or community premises the Authority considers it good practice that the same level of health and safety protection is provided as if an employer / employee relationship existed, irrespective of whether there are strict legal duties applicable under the relevant legislation. Applicants are also encouraged to take a proactive approach to general safety issues, including that of their customers, and to discuss appropriate measures with the Responsible Authorities concerned.
- 3.14 Where any conditions have been applied to a Premises Licence or Club Premises Certificate an Authorised Officer of the Authority may inspect the premises at any reasonable time for the purpose of checking that the conditions are being complied with.
- 3.15 The Authority expects that organisers of large scale events, where licensable activities are to take place, will prepare an event management plan incorporating appropriate risk assessments and present them to the Safety Advisory Group well in advance of any proposed event. Any decision to authorise such an event under the Act will remain that of the Authority.
- 3.16 **Fire Safety** - The Authority will have due regard to the representations of North Wales Fire and Rescue Service which is one of the Responsible Authorities that will be consulted regarding applications. The Authority may select appropriate and proportional conditions in relation to fire safety matters in consultation with North Wales Fire and Rescue Service. In any premises where a work activity takes place the Fire Precautions (Workplace) Regulations 1997 (as amended) and The Regulatory Reform (Fire Safety) Order 2005 will also apply. These regulations are enforced by North Wales Fire and Rescue Service and confer a statutory duty on premises supervisors to conduct and keep up to date their own Fire Risk Assessments on each Premises. The Fire Risk Assessment document should amongst other matters address the mode of construction, occupancy figures, smoke and fire detection, alarm systems and communication, security and supervision, principal and secondary means of escape and firefighting equipment for the licensed Premises.

Prevention of Public Nuisance

- 3.17 The Authority when making objective judgments about what constitutes a nuisance will focus on impacts of the licensable activities at the relevant premises on people living and working in

the vicinity that are unreasonable. The issues will mainly concern: Noise from talking, shouting, and music played; Waste; Litter; Car Parking and Light pollution and noxious odours.

- 3.18 In considering the potential impact of licensed premises on the surrounding locality the Authority will initially take into account the type of entertainment activity, proposed hours of operation, the capacity of the premises and the character of the area and proximity to local residents.
- 3.19 The Authority's Environmental Health Section enforce the provisions of the Environmental Protection Act 1990 which relate to noise nuisance and will be consulted in relation to existing premises if a statutory nuisance is caused to residents or the business community. They will also be consulted as a Responsible Authority in relation to applications.
- 3.20 The Authority will use a range of licence conditions to control noise and reference may be made to the 'Good Practice Guide on the Control of Noise from Pubs and Clubs. Stricter conditions with regard to noise control are likely to be imposed in areas where premises are near or adjacent to residential property.
- 3.21 The Authority will not impose conditions that a licence holder cannot directly control, or concerning matters not related to the immediate vicinity of the premises.
- 3.22 North Wales Police also have powers under the Act to control noise from premises. In the event that they have to invoke these powers they shall liaise, where practicable, with the Authority in accordance with the shared enforcement protocol.
- 3.23 The Authority will balance the potential for limited disturbance in neighbourhoods with the need to encourage and promote live music, dancing and theatre.
- 3.24 The Authority will work together with Licensed Premises Operators to ensure all appropriate terms of the Clean Neighbourhoods and Environment Act 2005 are upheld.
- 3.25 The Anti-Social Behaviour, Crime and Policing Act 2013 makes provision for the closure of premises where noise from any licensed premises is causing a public nuisance.

Protection of Children from Harm

- 3.26 The Authority recognises the great variety of premises for which licences may be sought. These will include for example; theatres, cinemas, hotels, supermarkets and smaller shops, restaurants, pubs, nightclubs, cafes, take-aways, community halls and schools. Access by children to all types of premises will not be restricted in any way (save as in accordance with the Act) unless it is considered appropriate and proportionate to do so in order to protect them from harm or exploitation.
- 3.27 When considering applications and options appropriate to prevent harm or exploitation of children, the Authority will take into account the history of a particular premises and the nature of the activities proposed. For example:

- (a) Have there been convictions for serving alcohol to minors or does the premises have a reputation/evidence for underage drinking (to include any action undertaken by the Trading Standards Section of the Authority regarding test purchases in relation to the supply of alcohol);
 - (b) Is there is a known association with drug taking or dealing;
 - (c) Is there is a strong element of gambling on the premises; or
 - (d) Is entertainment of an adult or sexual nature commonly provided.
- 3.28 Where deemed appropriate conditions may be attached which:
- (a) Limit the hours when children may be present;
 - (b) Restrict the age of persons on a premises (below 18);
 - (c) Limit or exclude when certain activities may take place; or
 - (d) Require an accompanying adult.
- 3.29 The Police Reform & Social Responsibility Act 2011 allows Licensing Authorities and the Police the option of imposing a period of voluntary closure of up to two weeks (48 hours minimum) on a premises persistently selling alcohol to children as an alternative to prosecution in some cases. The maximum fine has been increased to £20,000.
- 3.30 Where large numbers of children are likely to be present on any licensed premises, for example a children's show or pantomime, then the Authority will require the presence of an appropriate number of adult staff (who will have provided a satisfactory criminal records check) to ensure their safety and protection from harm.
- 3.31 Where the exhibition of films is permitted the Authority will expect age restrictions to be complied with in accordance with the British Board of Film Classifications recommendations. Only in exceptional cases will the authority consider variations of this general rule.
- 3.32 No film shall be exhibited at licensed premises which is likely to lead to disorder; stir up hatred or incite violence towards any section of the public on grounds of colour, race or ethnic or national origin, disability, religious beliefs, sexual orientation, marital status, pregnancy or gender.
- 3.33 The Authority will not impose any condition, which specifically requires access for children to be provided at any premises. Where no restriction or limitation is imposed the issue of access will remain a matter for the individual licence holder.
- 3.34 The Gambling Act 2005 allows a degree of equal chance gaming on licensed premises plus a limited number of gaming machines. The presence of children or vulnerable persons must be monitored by the Authority and the Designated Premises Supervisor.

4 THE LICENSING PROCESS AND ADMINISTRATION OF FUNCTIONS - OVERVIEW

- 4.1 **Appendix A** provides contact details for the licensing application process, whilst this section provides some general guidance.

Administration of Licensing Functions and the Licensing Committee

- 4.2 The powers of the Authority under the Act shall be carried out by the Licensing Committee, by a Sub Committee, or by one or more officers acting under delegated authority (see **Appendix D**).
- 4.3 The Licensing Committee consists of 15 members of the Authority. Hearings (when necessary) take place before the Licensing Sub-Committee which is made up of 3 members of the Licensing Committee.

Advertising and Relevant Representations

- 4.4 When an application is advertised, the Responsible Authorities (**see Appendix B**) and other persons have the opportunity to comment and make representations. Representations are only considered relevant if they relate to one or more of the licensing objectives.
- 4.5 Responsible Authorities may make representations and observations in relation to the impact each licence application may have on the licensing objectives and whether the control measures contained in the operating schedule are adequate to mitigate those impacts.
- 4.6 Representation can be made by any other person (including where a third party or Ward Councillor is representing that person, subject to the Authority being satisfied as to their identity and having given the third party authority to make the representation on their behalf).
- 4.7 Representations may be positive as well as negative, however if only positive representations are received a hearing is unlikely to be necessary.
- 4.8 The Licensing Authority will need to be satisfied there is an evidential link between the representations made, the licensing objectives and the premises in question. Where a representation simply relists the licensing objectives without stating why it is considered the grant of the application will undermine or fail to promote them, it may be rejected as invalid.
- 4.9 Any person making a representation to an application should bear in mind that their personal data (such as name and address) will be disclosed to the applicant. The Licensing Authority will not edit letters of representation. All letters of representation will be contained in the agenda should the matter proceed to a Sub-Committee hearing. Hearings are open to the public and may include the presence of members of the media, unless the sub-committee so decides under the Licensing Act 2003 (Hearings) Regulations 2005 or the Local Government Act 1972, Sch 12A (as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, SI 2007/969, Article 3). Furthermore, personal data may be published in the

minutes which are distributed to all parties to the proceedings and available on the Authority's website.

Representations and discussion and the need for a hearing

- 4.10 The Licensing Authority is obliged by the Act to grant an application unless relevant representations are received. If there are no relevant representations the application will be dealt with by the Licensing Authority's licensing officers under the scheme of delegation. If there are relevant representations which cannot be resolved (see below) then the application will be considered by the Licensing Sub-Committee at a public hearing.
- 4.11 Where representations are made, an officer will be responsible for liaising between the Applicant(s), the Responsible Authorities and any other person who makes relevant representations.
- 4.12 Where relevant representations are made, an officer of the Licensing Authority may liaise with the relevant parties to see if a "settlement" is possible to overcome any objections and resolve areas of concern, without the need for the matter to go before the Licensing Sub-Committee. Once an application has been lodged there are statutory timescales imposed on the application and determination process which may restrict the opportunity for discussions, liaison and mediation.
- 4.13 If agreement can be reached, Members will meet to consider the proposed agreed conditions and if they are considered to be relevant and appropriate, will agree to their being appended to the Licence. Only where objections are raised which cannot be reconciled, will matters be referred to the Licensing Sub-Committee for determination.
- 4.14 Whilst contested Licensing Applications and Review Hearings are Quasi-Judicial in nature, the Sub-Committee will aim to keep the proceedings as informal as possible. Some degree of formality is needed to ensure that all parties receive a fair hearing. Procedural requirements will be established to ensure that all parties are able to express their views openly and fairly.
- 4.15 Whilst the Sub-Committee usually meets in public, it does have power to hear certain applications in private. The Sub-Committee, however, will always reach its decision in private. A public announcement of the decision is normally made at the end of the Hearing together with an outline for the reasons for that decision.

Conditions

- 4.16 If no relevant representations are made the application will be granted on the terms sought i.e. consistent with the operating schedule and subject to the mandatory conditions. No additional conditions will be imposed.
- 4.17 The Licensing Sub-Committee deal with applications where there are relevant representations, or where there is an application for a review of a licence. When considering applications the

Sub-Committee will have regard to this Policy, the Act, the statutory guidance and associated regulations.

- 4.18 If the matter proceeds to hearing, the Licensing Sub-Committee may attach conditions (in addition to the mandatory conditions) where it concludes (after receiving relevant representations) that it is appropriate to promote one or more of the licensing objectives. The Authority will, as far as it is reasonably practicable, avoid imposing disproportionate and over burdensome conditions on premises.
- 4.19 The Authority acknowledges Home Office advice that the views of vocal minorities should not be allowed to predominate over the interests of the community
- 4.20 Any conditions attached at hearing will primarily focus on the direct impact of the activities taking place at the premises on those attending the premises and members of the public living, working or otherwise engaged in normal activity in the vicinity of the premises. In determining whether a person lives or has business interests sufficiently close to the premises so as to be likely to be affected by the proposed activities, the Licensing Authority will consider factors such as:
- (a) The size of the premises.
 - (b) The nature of the premises.
 - (c) The distance of the premises from the location of the residence or business of the person making the representations.
 - (d) The potential impact of the premises (e.g. the number of customers and routes likely to be taken by its customers).
- 4.21 Conditions which seek to control the range or nature of activities within the premises, or which are designed to reduce the potential for anti-social behaviour, may be necessary. Such conditions may also seek to directly impact upon the behaviour of customers on, or within the immediate vicinity of, the premises.

Integrating Strategies and the avoidance of Duplication

- 4.22 Any decision in relation to licensing applications will be entirely separate from any decision in relation to planning. Regular reports will, however, be furnished to the Planning Committee on the situation with regard to licensing for the area, including the general impact of alcohol related crime and disorder.
- 4.23 The Licensing Committee should also receive reports from Anglesey and Gwynedd Community Safety Partnership in relation to Crime and Disorder.
- 4.24 There are a number of wider issues which may need to be given due consideration when dealing with applications. The Authority's Licensing Committee may therefore receive reports,

where deemed appropriate, on the needs of the local tourist economy, the Cultural Strategy for the area, the Employment situation in the area and the need for new investment and employment and planning considerations which might affect licensed premises.

- 4.25 Where any protocols agreed with the Police identify a particular need to disperse people from town centres swiftly and safely to avoid concentrations which could lead to disorder and disturbance, the Authority will aim to inform those responsible for providing local transportation so that arrangements can be made, where practicable, to reduce the potential for problems to occur.
- 4.26 The Local Health Board is responsible for making representations and observations on licence applications. The Health Board will also use information provided by Public Health Wales in order to inform their decision making. Public health is not yet a licensing objective but the licensing authority believes that public health has much to add to licensing in relation to the local populations' alcohol related health needs. Health bodies such as Public Health have unique access to data not available to other responsible authorities which may inform licensing decisions. Public Health is useful in providing evidence of alcohol related health harms particularly in relation to cumulative impact policies.

5 PREMISES LICENCES AND CLUB PREMISES CERTIFICATES (NEW APPLICATIONS, VARIATIONS AND GENERAL INFORMATION)

- 5.1 The Authority will assess all new or variation applications in light of the licensing objectives and in particular will consider the following:
- (a) The steps taken or proposed to prevent noise and vibration escaping from the premises, including music, noise from ventilation equipment, and human voices. Such measures may include the installation of soundproofing, air conditioning, acoustic lobbies and sound limitation devices.
 - (b) The steps taken or proposed to prevent disturbance by patrons and staff arriving at or leaving the premises.
 - (c) The steps taken or proposed to prevent queuing, or, if queuing is inevitable, to divert queues away from neighbouring premises, or otherwise to manage to prevent disturbance or obstruction.
 - (d) The arrangements made or proposed for parking by patrons, and the effect of parking on local residents.
 - (e) Whether there is sufficient provision for public transport for patrons.
 - (f) Whether taxis and private hire vehicles serving the premises are likely to disturb local residents.

- (g) Whether routes to and from the premises on foot or by car or service or delivery vehicles pass residential premises.
- (h) Whether other measures to prevent nuisance have been considered, such as the use of CCTV or the employment of registered door supervisors.
- (i) The measures proposed to prevent the consumption or supply of illegal drugs, including any search procedures.
- (j) The measures proposed to comply with the Disability Discrimination Act
- (k) The likelihood of violence, public disorder or policing problems arising if a licence was granted.
- (l) If the applicant has previously held a licence with the Authority, the details of any enforcement action arising from that premises.
- (m) Whether the premises would result in increased refuse storage or disposal problems, or additional litter in the vicinity of the premises.
- (n) Representations from responsible authorities (including the Police, Fire Authority and Environmental Health).
- (o) Representations from any other person (such as a member of the public or other business).
- (p) Any mitigation measures proposed.

5.2 The Authority also requires applicants to provide contextual information in support of their applications and to demonstrate an awareness of the local community; which could include for example the area's demographic characteristics and/or specific local crime and disorder issues for example.

5.3 The Authority will take account of any non-compliance of other statutory requirements brought to its attention, particularly where these undermine the licensing objectives. Non-compliance with other statutory requirements may demonstrate that the premises are unsuitable for the activities proposed; or that the management of the premises is not adequate to protect the public from harm or nuisance.

5.4 **Minor Variations** – A premises licence/club premises certificate holder may apply under the minor variation procedure for small variations that will not impact adversely on the licensing objectives. This is a simplified variation process and there is no right to a hearing. If an application is refused, a full variation may be made.

General Information

- 5.5 **Disapplication of Designated Premises Supervisor** – Where community premises hold a premises licence allowing the supply/sale of alcohol, the licence holder can apply to have the mandatory condition requiring a Designated Premises Supervisor to be appointed, be removed. This passes the responsibility for the sale/supply of alcohol to the premises Management Committee.
- 5.6 **Garages** - In determining applications for garages, (i.e. forecourt shops) the Authority must decide whether or not premises are primarily used as a garage and will expect applicants to submit data which establishes the primary use. Where such information is not available (because for example the premises have only just started trading), the Authority may consider imposing a condition requiring this information to be provided to the Licensing Authority on a regular basis for the following years to ensure the premises are primarily used as a garage.

6 TEMPORARY EVENT NOTICES (TENS)

- 6.1 There are strict criteria and limits in relation to TENS which applicants should be aware of and comply with. These include (but are not limited to) in relation to:
- (a) **Number of TENS that may be given per calendar year** - 50 for personal licence holder (including a maximum of 10 late TENS), 5 for other people (including a maximum of 2 late TENS). 15 TENS maximum per calendar year for any particular premises.
 - (b) **Maximum duration of one event** – 168 hours (seven days).
 - (c) **Maximum total duration of events across calendar year** - 21 days.
 - (d) **Maximum number of attendees at any one time** – 499.
 - (e) **Minimum period between events authorised under separate TENS in relation to the same premises** – 24 hours.
- 6.2 Applicants should consider their compliance with the limitations before a TEN is submitted.

Timings for submission

- 6.3 The Authority recommends that applicants submit standard TENS **at least 20 days** prior to the temporary event in question.
- 6.4 Both the Police and Environmental Health Department can object to a TEN, within a three day window of submission, which will allow a period for a review of the TEN leading to a modification or in some cases for the Authority to add conditions to the TEN.
- 6.5 A late TEN is one submitted between 9 and 5 working days before the event.
- 6.6 A key difference between standard and late TENS is that where an objection is received in relation to a standard TEN a hearing must be held (unless all parties consider this

unnecessary). If the Police or Environmental Health Department object to a late TEN there is no hearing and the event will not go ahead.

6.7 The Authority will aim to provide advice about organising such events to applicants, including in relation to the issue of public safety. Where the need arises, coordination between responsible authorities and the emergency services will be facilitated through the Safety Advisory Group.

6.8 Many local events will be organised by volunteers or a committee of a club or society. The Authority considers it good practice that the same level of health and safety protection is provided as if an employer/employee relationship existed, irrespective of whether there are strict legal duties applicable under the health and safety legislation.

7 PERSONAL LICENCES

7.1 Applicants for a Personal Licence must demonstrate the following requirements:

- (a) They are aged 18 or over.
- (b) They possess a relevant licensing qualification.
- (c) They have not forfeited a personal licence within 5 years of the application.
- (d) Where an applicant has an unspent conviction for a relevant offence or a foreign offence that either i) the Police have not objected to the grant of the application or ii) the Authority has considered the Police's objection but determined that the grant of the application will not undermine the prevention of crime and disorder objective.
- (e) They have paid the relevant fee.

7.2 The named Designated Premises Supervisor (DPS) on each Premises Licence, who is the principle point of contact for the Authority, Police and other Responsible Authorities must hold a personal licence.

7.3 Personal Licences are valid for an indefinite period however once issued the licensing authority which issued the licence remains the relevant licensing authority for it and its holder even though the holder may move out of the area.

7.4 The holder of a Personal Licence is also required to notify the Licensing Authority of any relevant convictions and to notify the courts that they hold a personal licence at the first possible opportunity in order that the licence can be considered for endorsement, suspension or revocation. It will be an offence not to conform with the above.

7.5 A Personal Licence ceases to have effect if the holder of the Personal Licence ceases to be entitled to work in the United Kingdom.

8 CLUB PREMISES CERTIFICATES

8.1 A club is an organisation where members have joined together for particular social, sporting or political purposes. These should not be confused with proprietary clubs, which are clubs run by individuals, partnerships or businesses for profit. In order to apply for a Club Premises Certificate the club needs to be a 'Qualifying Club' which means that the Club must meet conditions set out in the Act, including that:

- (a) Under the rules of the Club, there is a minimum of 2 days between applications for membership and admission. This includes the privileges of membership (i.e. use of facilities and the consumption of alcohol).
- (b) The Club is established and conducted in good faith as a club.
- (c) The club has at least 25 members.
- (d) Alcohol is not supplied or intended to be supplied, to members on the premises otherwise than by or on behalf of the club.

8.2 Clubs that hold Club Premises Certificates are entitled to certain benefits:

- (a) No need for Personal Licence Holders on the premises.
- (b) No need for Designated Premises Supervisors.
- (c) More limited rights of entry for the Police and Authorised Persons (Licensing Officers) as the premises is considered private and not generally open to the public.
- (d) To sell hot food and drink between 11pm and 5am to members and guests without the need for a licence.

9 OPERATING SCHEDULE

9.1 All new and variation applications for Premises Licences, Club Premises Certificates and Provisional Statements must incorporate an operating schedule which outlines how the premises will be operated. This should include details of how the applicant will promote the four licensing objectives and reduce any potential negative impact from their operation on the local community, depending on the type of premises, location and profile of customers.

9.2 The proposals contained in the operating schedule will form the main body of the conditions to be applied, together with any applicable mandatory conditions, any conditions agreed with responsible authorities during the application process and any conditions imposed by the Licensing Sub-Committee (as applicable).

9.3 In completing an operating schedule, applicants are expected to have regard to this Policy and to demonstrate suitable knowledge of their local area when describing the steps that they

propose to take in order to promote the Licensing Objectives. Applicants should demonstrate, when setting out the steps they propose to take to promote the licensing objectives, that they understand:

- (a) the layout of the local area and physical environment including crime and disorder hotspots, proximity to residential premises and proximity to areas where children may congregate;
- (b) any risk posed to the local area by the applicants' proposed licensable activities; and
- (c) any local initiatives (for example, local crime reduction initiatives or voluntary schemes including local taxi-marshalling schemes, street pastors and other schemes) which may help to mitigate potential risks.

9.4 Applicants are advised to discuss their proposed operating schedules with the Authority and other Responsible Authorities prior to submission. Officers of the Authority will endeavour to provide guidance at this stage of the process. Where an officer is representing the Authority in its role as a Responsible Authority, wherever possible another officer will be designated to process the application and provide applicant guidance.

9.5 The complexity and detail required in the operating schedule will depend upon the nature and use of the premises concerned. For example, for a public house where regulated entertainment is not provided, only a relatively simple document may be required whereas an application for a major entertainment venue or event will require a much more detailed operating schedule and it will be expected that issues such as public safety and the prevention of crime and disorder will be addressed in detail.

9.6 The operating schedule must be set out on the prescribed form and include:

- (a) Full details of the licensable activities to be carried on at and the intended use of the premises;
- (b) The times during which the licensable activities will take place;
- (c) Any other times when the premises are to be open to the public;
- (d) Where the licence is only required for a limited period, that period;
- (e) Where the licensable activities include the supply of alcohol, the name and address of the individual to be specified as the designated premises supervisor (as applicable);
- (f) Whether alcohol will be supplied for consumption on or off the premises or both;
- (g) The steps which the applicant proposes to promote the Licensing Objectives.

- 9.7 For some premises, it is possible that no additional measures in the form of conditions will be appropriate to promote one or more of the Licensing Objectives, for example, because they are adequately covered by other existing legislation. It is however important that all operating schedules should be precise and enforceable, unambiguous, not duplicate other statutory provisions, be clear in what they intend to achieve and be appropriate, proportionate and justifiable.

Hours of Operation

- 9.8 Under the Act there is no general presumption in favour of lengthening hours.
- 9.9 In relation to hours of operation the four licensing objectives will be the paramount consideration at all times and each case will be judged on its individual merits. As part of this, key issues that will be considered include: Environmental quality; Residential amenity; Character or function of a particular area and nature of the proposed activities to be provided at the premises.
- 9.10 The Authority recognises that longer licensing hours for the sale of alcohol may be a factor in reducing problems at late night food outlets, taxi ranks, private hire offices and other sources of Transport which lead to disorder and disturbance.
- 9.11 Shops, stores and supermarkets will generally be permitted to sell alcohol for consumption off premises at times when they are normally open in the course of their business. Where relevant representations are made (for example from the Police or resident(s) in the case of individual shops, which are known to be a focus of disorder and disturbance), restrictions on hours may be appropriate.
- 9.12 Whilst the Authority is minded to grant the applied for terminal hours where the applicant can show that they will not adversely affect any of the above, the Authority may set an earlier terminal hour where it considers, having regard to the licensing objectives, this is appropriate to the nature of the activities and the amenity of the area.
- 9.13 Where premises are situated adjacent to residential areas then stricter conditions with regard to noise control may apply, but this should not limit opening hours provided the required conditions are complied with.

10 FEES

- 10.1 Although premises licences and club premises certificates are granted in perpetuity, licence/certificate holders are required to pay an annual licence fee to the Authority. The annual fee becomes payable upon the anniversary of grant.
- 10.2 The Authority **must suspend** premises licences and club premises certificates, where the annual fee is not paid when it is due, subject to a grace period of 21 days where payment was not made because of a dispute or administrative error. Once the fee has been paid the licence is automatically re-instated

- 10.3 Upon notification/discovery that an annual fee is not paid, the Authority will give notice to the licence/certificate holder, in writing:
- (a) That the licence/certificate will be suspended 14 days from the date of the notice but that suspension will not become effective if the fee is paid prior to the suspension date.
 - (b) If an administration error is claimed, the suspension date may be 21 days from the due date; or the date of suspension on the 14 day notice, whichever is later.
 - (c) A copy of the notice will also be served on the designated premise supervisor/premises manager if they are not the premises licence holder.
- 10.4 If the fee is not paid by the date specified on the notice then the licence/certificate will be deemed suspended. The licence/certificate holder and DPS/Manager will be immediately notified of the suspension becoming effective, and informed that the premises may no longer offer any licensable activities until such time as the fee is paid and the suspension lifted. When full payment is made the Authority will immediately lift the suspension, and confirm this in writing.
- 10.5 Where a licence/certificate is suspended and licensable activities are provided the Authority will consider prosecuting the provider for offences under section 136 of the Act.

11 CUMULATIVE IMPACT, LATE NIGHT LEVY & EARLY MORNING RESTRICTION ORDERS

Cumulative Impact

- 11.1 In some areas where the type or density of premises selling alcohol or providing late night refreshment is high or exceptional, there may be a negative impact on the promotion of the licensing objectives. For example, the cumulative effect of a proliferation of late night entertainment premises (including night cafes) in a particular area may result in an increase in the number of people either walking through or congregating in streets during the night, potentially leading to: an increase in crime; an increase in noise causing disturbance to residents; significant increase in the level of pedestrian traffic; traffic congestion and/or parking difficulties and/or littering and fouling.
- 11.2 This may result in an unacceptable interference with the amenity of local residents, as it will not always be possible to attribute the cause to patrons of particular premises. This means that while enforcement action to ensure conditions are complied with is taken, this may not resolve all problems in a locality.
- 11.3 Under the Act, the Authority has discretion (after following a specified procedure) to introduce a Cumulative Impact Policy which would have the effect of creating a rebuttable presumption that applications for the grant or variation of a premises licence or club premises certificate which are likely to add to the cumulative impact will normally be refused or subject to certain limitations.

11.4 **The Authority does not have a special Cumulative Impact Policy in place at the present time but will keep this under review.**

11.5 The absence of a Cumulative Impact Policy at the present time does not prevent any Responsible Authority or other person making representations on an application for the grant or variation of a licence on the grounds that because of its location it will give rise to a negative cumulative impact on one or more of the licensing objectives.

11.6 It should be noted that Licensing is only one means of addressing the problems identified above and the following mechanisms are also relevant:

- (a) Planning controls.
- (b) Powers of local authorities to designate parts of the local authority area as places where alcohol may not be consumed publicly and confiscation of alcohol in these areas.
- (c) Police powers to close down premises or temporary events for up to 24 hours on the grounds of disorder, the likelihood of disorder or excessive noise.
- (d) Prosecution of personal licence holders who sell alcohol to people who are drunk.
- (e) Powers of the Police, responsible authorities or a local resident or business to seek a review of a licence or premises certificate.

Late Night Levy

11.7 The Late Night Levy power enables the Authority to charge a levy to persons who are licensed to sell alcohol between the hours of midnight and 06.00 as a means of raising a contribution towards the costs of policing the late night economy.

11.8 **The Authority does not consider it appropriate to introduce a levy at the current time.**

Early Morning Restriction Order (EMRO)

11.9 EMROs allow for restrictions on the sale of alcohol in all or part of the Authority's area between the hours of midnight and 06.00, if it is satisfied that it would be appropriate for the promotion of the licensing objectives.

11.10 **The Authority does not consider that there is a need for the introduction of an EMRO at the current time.**

12 OTHER RELEVANT REGIMES

Planning/ Building Control

12.1 Welsh Government planning policy is set out in Planning Policy Wales and Technical Advice Notes. The Authority's Planning Policies are set out within the Anglesey and Gwynedd Joint Local Development Plan.

- 12.2 Planning, building control and licensing are properly separated within the Authority. The planning and Licensing regimes consider different (albeit related) matters and the Licensing Committee is not bound by decisions of the planning committee (and vice versa).
- 12.3 Where an applicant has been through the planning process prior to submitting their licensing application, the Authority expects the applicant's operating schedule to be consistent with any planning permission or conditions imposed.
- 12.4 When any hours specified for a premises differ under Planning from Licensing, the applicant must observe the earlier time. Premises operating in breach of their planning permission are liable to prosecution under planning law.
- 12.5 It should be borne in mind that Building Regulations govern a variety of issues, which directly contribute to the Licensing Objectives, including means of escape, structural integrity, accessibility and public safety. Building Regulation Approval and Completion Certificates may be required prior to the use of the premises for licensable activities

Street Trading

- 12.6 Street Traders will give consideration to the Authority's Policy regarding street trading and ensure all sites utilized are appropriately licensed.

Tables and Chairs

- 12.7 Operators will give consideration to the Authority's policy with regards to street/garden furniture and any possible implications in pursuance of the four main licensing objectives as set out in the Act.

Adult Entertainment – Sexual Entertainment Venues

- 12.8 Isle of Anglesey County Council has adopted Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982. This means that venues proposing to provide sexual entertainment must apply for a Sexual Entertainment Venue licence (in addition to their premises licence under the Act) where any premises is to be used on more than 12 occasions within a 12 month period for any relevant sexual entertainment. Relevant sexual entertainment includes: lap dancing, pole dancing, table dancing, strip shows, peep shows and live sex shows.
- 12.9 There is an exemption under the Local Government (Miscellaneous Provisions) Act 1982 that does permit premises to offer sexual entertainment no more than 11 times a year and no more frequently than monthly. Where operators intend to take advantage of this exemption, the licensing authority expects a clear explanation in the operating schedule of the proposed signage, publicity and external advertising/display materials. Explicit material should not be visible while signage relating to the nature of the entertainment and the exclusion of children should be prominent and conspicuous.

- 12.10 The licensing authority would also expect to see the following measures offered in the operating schedule:
- (a) No persons under 18 years of age will be admitted to premises when a performance of adult entertainment is taking place.
 - (b) No performance shall involve physical contact between the performer(s) and any other person.
 - (c) No performance shall involve the use of sex articles (as defined in the Local Government (Miscellaneous Provisions) Act 1982 and performers shall at all times wear a G-string of other similar clothing on the appropriate part of the body.
 - (d) CCTV should cover all performance areas in the premises including those areas set aside for private dances/performances.
- 12.11 Applicants for both new licences and variations must indicate the nature of any adult entertainment to be carried out at the premises. Where no information is provided it will be assumed that there are no intentions to allow such activities and the licensing authority will impose a condition to that effect.

13 ENFORCEMENT

- 13.1 Protocols exist on the implementation of a shared enforcement role between the Authority and North Wales Police and the Fire and Rescue Service as well as a local Enforcement ladder protocol again agreed between the Authority and the Police (see **Appendix C**).
- 13.2 Enforcement action will be taken in accordance with relevant legislation, agreed enforcement principles and in line with the Authority's own enforcement policy. To this end the key principles of consistency, transparency and proportionality will be maintained.

Reviews

- 13.3 A responsible authority or any person may ask the Licensing Authority to review a premises licence because of a matter arising at the premises in connection with any of the four licensing objectives.
- 13.4 The Licensing Authority will not normally engage its role as a Responsible Authority by calling reviews on behalf of other persons, such as local residents or community groups. These individuals and groups are entitled to do so in their own right where there are sufficient grounds.
- 13.5 Where Responsible Authorities have concerns about problems identified at a premises, the Licensing Authority considers it to be good practice for them to give licence holders early warning of their concerns and the need for improvement. Where possible and/or appropriate it would be expected that advice and guidance in addressing the issue(s) should be given.

- 13.6 The Police can take action under the Act to close premises for up to 24 hours on grounds of disorder and noise nuisance. They also have powers to apply for an expedited review of a premises licence leading potentially to immediate closure where premises selling alcohol are associated with 'serious crime or serious disorder or both'.
- 13.7 Environmental Health officers have further powers under Sections 76 of the Anti - Social Behaviour Crime and Policing Act 2014 to close premises for 24 hours and up to 48 hours on grounds that noise from licensed premises is causing a public nuisance.
- 13.8 The Licensing Authority draws the attention of Responsible Authorities to the (2009) Home office publication, "The Practical Guide for Preventing and Dealing with Alcohol Related Problems – What You Need To Know".

14 MISCELLANEOUS

Alcohol Deliveries

- 14.1 Applicants seeking a licence that would enable them to provide alcohol as part of an alcohol delivery service should include in their operating schedule the procedures they intend to operate to ensure that:
- (a) The person they are selling alcohol to is over 18
 - (b) That alcohol is only delivered to a person over 18
 - (c) That a clear document trail of the order process from order to delivery is maintained (with times and signatures) and available for inspection by an authorised officer
 - (d) The time that alcohol is sold on the website/over the phone and the time the alcohol is delivered is within the hours stated on the licence for the sale of alcohol.

Illicit Goods

- 14.2 The Licence Authority will consider licence review applications where there is evidence that illicit alcohol has been offered for sale on the premises. Where other illicit goods, such as tobacco, have been found this may be considered by the Authority as evidence of poor management and have the potential to undermine the licensing objectives.
- 14.3 The Authority's approach, which is consistent with the Guidance issued by the Home Office, is that the supply of illicit goods will be taken seriously as these matters undermine the licensing objectives. Licensees supplying illicit goods can expect the Authority to impose additional controls and sanctions and holders run the risk of losing their licence.

Interaction with other policies

- 14.4 In applying this policy the Authority will, where relevant, give due consideration to other policies adopted. This will include consideration of Equality matters, Welsh language policies and Safeguarding in the context of Licensing Act matters.

Adapting to External factors

- 14.5 The current uncertainties, risks and challenges are recognised as a result of the COVID pandemic and EU exit. Where it is necessary for the Authority to adapt to external factors which have a significant impact on business delivery; it will do so in a flexible and agile manner. This will be done in a transparent manner that upholds the principles of this policy and ensures business continuity as far as possible.

APPENDIX A – CONTACT DETAILS FOR LICENSING APPLICATIONS

Applications for premises licences, club certificates, personal licences and variations may be made via the Isle of Anglesey County Council website.

Pre application advice is available, on a chargeable basis. If you wish to use this service please contact: licensing@anglesey.gov.uk

You may contact the licensing section at licensing@anglesey.gov.uk

APPENDIX B – RESPONSIBLE AUTHORITIES

1. North Wales Police

Licensing Co-ordinator
North Wales Police
The Police Station
Yr Ala
Pwllheli
Gwynedd
LL53 5BU
Tel No : 01286 670053
e-mail : Elizabeth.Williams@nthwales.pnn.police.uk

2. Teulu Môn

Isle of Anglesey County Council
Council Offices
LLANGEFNI
Anglesey
LL77 7TW
01248 725 888
teulumon@ynysmon.gov.uk

3. North Wales Fire and Rescue Service

Chief Fire Officer
North Wales Fire and Rescue Service
Fire Station
Llanberis Road
Caernarfon
Gwynedd
LL55 2DF
Tel No: 01286 662999
e-mail : gwynedd.mon@nwales-fireservice.org.uk

4. Trading Standards

Trading Standards Manager
Public Protection Section
Regulation & Economic Development Dept
Isle of Anglesey County Council
Council Offices
LLANGEFNI
Anglesey
LL77 7TW
01248 752 840
safonaumasnach@ynysmon.gov.uk

5. Environmental Health

Environmental Health Manager
Public Protection Section
Regulation & Economic Development Dept
Isle of Anglesey County Council
Council Offices

LLANGEFNI
Anglesey
LL77 7TW
01248 752 840
ehhealth@ynysmon.gov.uk

6. Planning

Planning Development Manager
Planning Section
Regulation & Economic Development Dept
Isle of Anglesey County Council
Council Offices
LLANGEFNI
Anglesey
LL77 7TW
01248 752 421
cynllunio@ynysmon.gov.uk

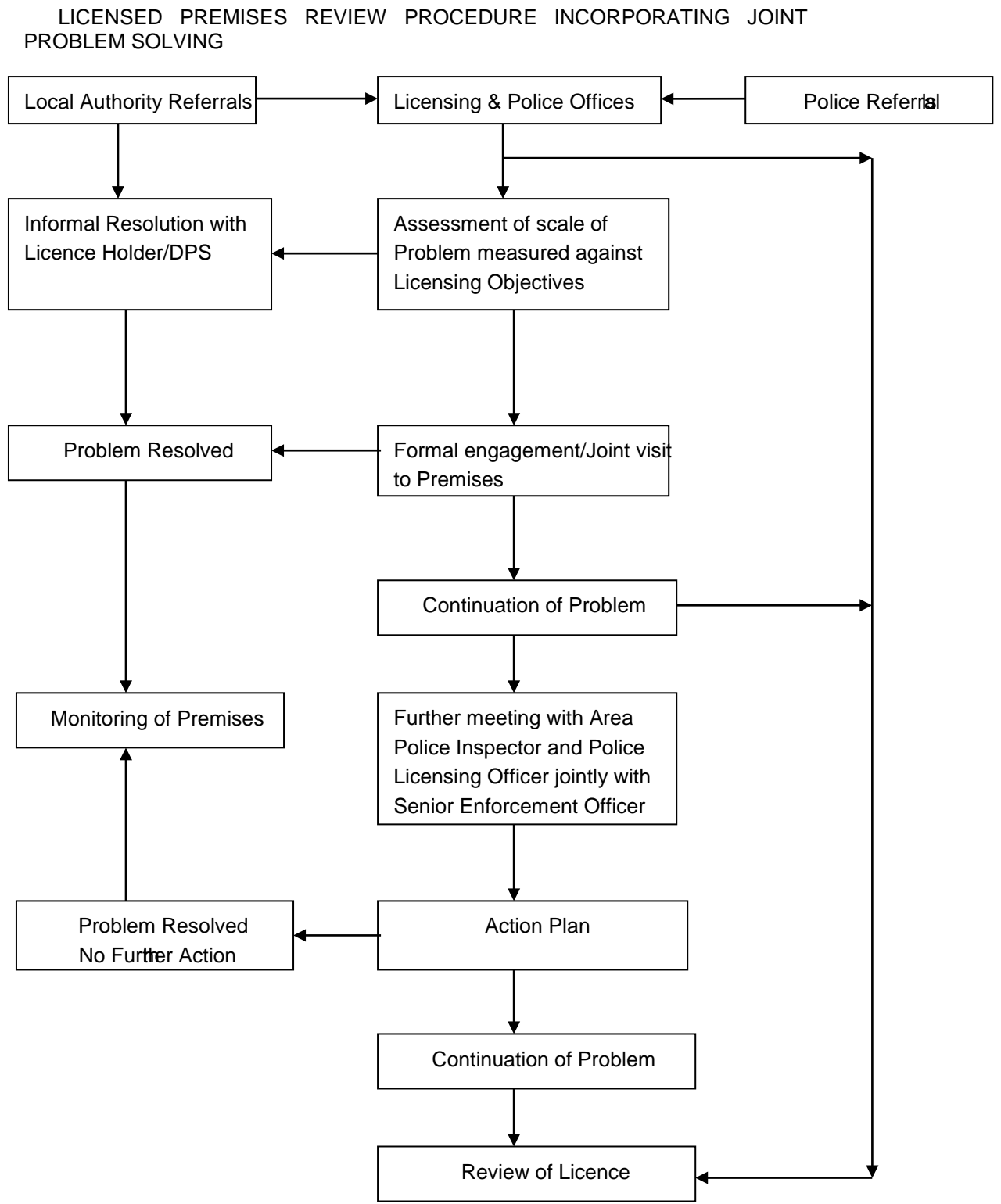
7. North Wales Health Board

Administration & Resource Officer
Betsi Cadwaladr University Health Board
Public Health Directorate
Preswylfa
Hendy Road
Mold
Flintshire
CH7 1PZ
BCUHB.Licensing@wales.nhs.uk

8. Home Office Immigration Enforcement

Alcohol Licensing Team
Lunar House
40 Wellesley Road
Croydon
CR9 2BY
Alcohol@homeoffice.gsi.gov.uk

APPENDIX C - REVIEW PROCEDURE INCORPORATING JOINT PROBLEM SOLVING AND ENFORCEMENT LADDER



It should be noted that this flowchart is designed as a template for the monitoring of troublesome licensed premises, but the Authority's may depart from the procedure outlined as necessary on a case-by-case basis.

NORTH WALES POLICE AND LOCAL AUTHORITY LICENSING PARTNERSHIP

PREMISES ENFORCEMENT LADDER

It should be noted that the emphasis of this enforcement ladder is achieving the common aims of 'good housekeeping' and 'best practice' whilst working together. There is no absolute intention to review a licence as long as problems are willingly addressed by the Designated Premises Supervisor with the support of North Wales Police and the Licensing Authority

Example Scenario

STAGE ONE - Incident of disorder/underage drinking/ attempts to purchase alcohol by underage person or on behalf of underage person in/from a licensed premise where the person in charge calls the Police for assistance and agrees to work with the Police.

If problems continue move from Stage 1 to Stage 2.

STAGE TWO - Meeting with Police Inspector / Neighbourhood Sergeant, Western Division, Licensed Premises Manager and representative of the Local Authority. Issues will be formally discussed and formal written warning given.

If problems continue move from Stage 2 to Stage 3.

STAGE THREE - Police Inspector / Neighbourhood Sergeant and Western Division Licensed Premises Manager will apply for Review of Premises Licence, as appropriate to the circumstances.

Mutual Action Plan agreed with time span of three months. If no further incidents occur then exit from enforcement ladder.

The Police will do everything possible to assist and work with a Designated Premise Supervisor to come off the enforcement ladder. However, the onus of responsibility is on the Designated Premises Supervisor to run good business/premises.

More serious offences can trigger stage two or three automatically (e.g. Willful serving of Pub Watch excluded persons, assault on Police by Designated Premises Supervisor, authorized staff or family) and the discretion for this rests with the Police Inspector. More than two entries (in any 12 month period) onto the ladder will result in an immediate stage 3 review (more than one will result in Stage 2).

APPENDIX D – DELEGATION OF FUNCTIONS

Delegation of Functions

Matter	Full Committee	Sub-committee	Officers
Application for Personal Licence		If a Police Objection	If no representation made
Application for Personal Licence with Unspent Convictions		All cases	
Application for Premises / Club Premise Certificate		If a relevant representation made	If no relevant representation made
Application for a Provisional Statement		If a relevant representation made	If no relevant representation made
Application to Vary Premises Licence / Club Premises Certificate		If a relevant representation made	If no relevant representation made
Application to Vary Designated Premises Supervisor		If a Police Objection	All other cases
Request to Be Removed as a Designated Premises Supervisor			All cases
Application for Transfer of Premises Licence		If a Police Objection	All other cases
Application for Interim Authorities		If a Police Objection	All other cases
Application to Review Premises Licence / Club Premises Certificate		All cases	
Decision on Whether a Complaint Is Irrelevant Frivolous or Vexatious etc.			All cases
Decision to Object When Local Authority Is a Consultee and not relevant authority considering the application		All cases	
Determination of a Police Objection to a Temporary Event Notice		All cases	

APPENDIX E - GLOSSARY OF TERMS

Please note that this glossary of terms is provided for reference only. They have not been used throughout the Policy and are provided for guidance only.

Authorised Persons – Authorised persons are bodies empowered to carry out inspection and enforcement roles under the Licensing Act 2003.

Club premises certificate – Authorising a **qualifying club** to carry out 'qualifying club activities' under the Licensing Act 2003. This includes time-limited certificates.

Conditions – there are three types of conditions

1. **Proposed Conditions** – are conditions proposed by the applicant in the operating schedule.
2. **Imposed Conditions** – are conditions imposed by the licensing authority after its discretion has been engaged following the receipt of relevant representations.
3. **Mandatory Conditions** – are conditions prescribed by the Act and are included in every premises licence or club premises certificate when specified licensable activities take place.

Cumulative impact area – Area that the **licensing authority** has identified in their licensing policy statement as having a saturation of licensed premises and the 'cumulative impact' of any additional licensed premises could adversely impact on the statutory licensing objectives.

Designated Premises Supervisor (DPS) – This will normally be the person who has been given day-to-day responsibility for running the premises by the **premises licence** holder. Every premises licence that authorises the sale of alcohol is required under the 2003 Act to specify a DPS. The DPS must be a **personal licence** holder. The only exception is for community premises which have made a successful application to the LA to be exempt from the requirement.

Early morning alcohol restriction order – A power under section 119 of the **Police Reform and Social Responsibility Act 2011** to prohibit sales of alcohol for a specific time period between the hours of 12am and 6am, if it is deemed appropriate for the promotion of the licensing objectives.

Expedited/summary review – A chief officer of police can apply for an expedited/summary review of a **premises licence** because of serious crime and/or serious disorder under s.53A of the **Licensing Act 2003**.

Fee bands – In determining the amount of the licence fee for applications for new **premises licences** and **club premises certificates**, and full variations to licences or certificates, each premises falls into a band based on its non-domestic rateable value. Since the introduction of the 2003 Act until 2012/13, the application fees associated with each band for a new licence or certificate have been as follows: Band A (£100); Band B (£190); Band C (£315); Band D [no **multiplier**] (£450); Band D premises licence with **multiplier** (£900); Band E [no multiplier] (£635); Band E premises licence with multiplier (£1,905). The subsequent annual fees associated with each licence or certificate are as follows: Band A (£70); Band B (£180); Band C (£295); Band D [no multiplier] (£320); Band D premises licence with multiplier (£640); Band E [no multiplier] (£350); Band E premises licence with multiplier (£1,050).

Forfeited (personal licence) – Suspension following a court order under s.129 of the **Licensing Act 2003** specified (and where that order has not been suspended, pending an appeal under s.129 (4) or 130 of the Act).

Hearing – Used in the context of applications for a **premises licence** or **club premises certificate** that go to a hearing for determining applications for a premises licence, for provisional statements, to vary a premises licence, for club premises certificates, and to vary club premises certificates.

Judicial review – Includes only those where the High Court notified parties of its decision in the time period specified.

Lapsed (club certificate) – Where a **club premises certificate** has lapsed because it had effect for a limited period, but that period has since expired.

Lapsed (premises licence) – Where a **premises licence** has lapsed due to the death, incapacity, insolvency etc. of the licence holder, as set out under s.27 of the **Licensing Act 2003**. Excludes instances where a premises licence was in effect for a limited period, but the period has since expired (e.g. one-off events).

Late night levy order – A discretionary power for **licensing authorities** under section 125 of the **Police Reform and Social Responsibility Act 2011**. The late night levy is paid by those premises licensed to sell alcohol late at night to raise a contribution to the costs of policing the late night economy.

Late night refreshment – The provision of hot food or drink to the public, for consumption on or off the premises, between 11pm and 5am or the supply of hot food or hot drink to any persons between those hours on or from premises to which the public has access.

Licensing authority – The licensing authority is responsible for the licensing of alcohol, regulated entertainment and late night refreshment.

Minor variation (to licence or certificate) – Applications made under s.41A or s.86A of the **Licensing Act 2003** to make low-risk changes to the terms of a **premises licence** or **club premises certificate**. The fee for a minor variation is prescribed in the Act.

Multiplier – Multipliers are applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises under the authorisation of a **premises licence (fee bands D and E only)**.

Off-sales – The sale by retail of alcohol for consumption off the premises.

On-sales – The sale by retail of alcohol and the supply of alcohol (by clubs) for consumption on the premises.

Other persons – Any individual, body or business that is likely to be affected by the granting of **premises licence** or **club premises certificate** applications. Other persons may submit relevant representations to the relevant licensing authority and may seek a review of premises licence or club premises certificate.

Personal licence – Authorising an individual to supply or authorise the supply of alcohol in accordance with a **premises licence** under the **Licensing Act 2003**. The application fee for a personal licence is prescribed in the Act.

Premises licence – Authorising premises to be used for the sale or supply of alcohol, the provision of regulated entertainment or the provision of **late night refreshment**, under the **Licensing Act 2003**. This includes time-limited premises licences. A premises licence fee is based on its non-domestic rateable value. Application fees vary from £100 (Band A) to £1,905 (Band E with multiplier); annual fees vary from £70 to £1,050.

Qualifying club – A number of criteria must be met to be considered a qualifying club for a **club premises certificate**. They are:

- that under the rules of the club, persons may not be admitted to membership or be admitted as candidates for membership, or to any of the privileges of membership without an interval of at least two days between their nomination for membership and their admission;
- that the club is established and conducted in good faith as a club;
- that the club has at least 25 members; and
- that alcohol is not supplied to members on the premises otherwise than by or on behalf of the club.

Relevant representations – Representations which are about the likely effect of the grant of the **premises licence** or **club premises certificate** applications on the promotion of the licensing objectives, that are made by a responsible authority or other person within the period prescribed under

section 17(5)(c) of the Act, that have not been withdrawn, and in the case of representations made by a other persons, that they are not, in the opinion of the relevant licensing authority, frivolous or vexatious.

Responsible authority – Public bodies that must be notified of certain **premises licence** or **club premises certificate** applications and are entitled to make representations to the licensing authority. They include

- the licensing authority and any other licensing authority in whose area part of the premises is situated,
- the chief officer of police for any police area in which the premises are situated,
- the fire and rescue authority for any area in which the premises are situated,
- the Local Health Board for any area in which the premises are situated,
- the enforcing authority for Health and Safety at Work etc. Act 1974 for any area in which the premises are situated,
- the local planning authority for any area in which the premises are situated,
- the local authority responsible for minimising or preventing the risk of pollution of the environment or of harm to human health in any area in which the premises are situated in relation to,
- a body which represents those who, in relation to any such area, are responsible for, or interested in, matters relating to the protection of children from harm, and are competent to advise such matters,
- in relation to a vessel, a navigation authority having functions in relation to the waters where the vessel is usually moored or berthed or any waters where it is, or is proposed to be, navigated at a time when it is used for licensable activities,
- the local authority responsible for weights and measures in any area in which the premises are situated.

Review – Following the grant of a **premises licence** or **club premises certificate** a **responsible authority** or **other person** may ask the licensing authority to review the licence or certificate because of a matter arising at the premises in connection with any of the four licensing objectives.

Revoked (personal licence) – If the holder of a **personal licence** is convicted of an offence during the application period for the licence, the licence may be revoked under s.124 of the **Licensing Act 2003**.

Surrender (of licence) – If the holder of a licence wishes to surrender it, it is done according to the provisions under section 28 (for a **premises licence**), section 81 (for a **club certificate**) and section 116 (for a **personal licence**).

Temporary event notice (TEN) – A notice under s.100 of the **Licensing Act 2003**, used to authorise relatively small-scale licensable activities, subject to certain criteria and limits. Includes only notices that have been correctly and properly given in the time period specified i.e. excludes notices that were sent back because of mistakes on the form. This also includes notices that were subsequently withdrawn. The fee for a TEN is prescribed in the Act.

Variation (to premises licence) – Applications made under s.34 of the **Licensing Act 2003** to change the terms of a **premises licence**, for example the opening hours, the licensable activities or the conditions. The fee for a variation of **DPS** is prescribed in the Act.

Variation (to club premises certificate) – Applications made under s.84 of the **Licensing Act 2003** to change the terms of a **club premises certificate**, for example the qualifying club activities or the conditions.

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	Executive
Date:	22.3.2021
Subject:	Housing Support Grant Delivery and Commissioning Plans 2021/22
Portfolio Holder(s):	Cllr Alun Mummery
Head of Service / Director:	Ned Michael
Report Author: Tel: E-mail:	R.Arwel Jones (01248) 752064 RArwel.Jones@ynysmon.gov.uk
Local Members:	

A –Recommendation/s and reason/s
<p>1. To approve the recommendations of the IoACC’S Housing Support Grant Delivery and Commissioning Plans for 2021-22, and in so doing ensuring compliance with the Grant’s Terms and Conditions; and,</p> <p>2. To endorse the funding allocation for every Service area, as outlined on the Supporting People Commissioning Plan, and previously approved by the multi-agency Housing Support Planning Group.</p> <p>1.0 Reasons</p> <p>1.1 The Housing Support Grant is a policy framework and funding initiative by the Welsh Government, which is an amalgamation of three previously separate grants; Supporting People Programme, Homelessness Prevention Grant and Rent Smart Wales Enforcement.</p> <p>1.2 It came into being in April 2019 following the Welsh Government funding flexibilities pathfinder project. A Ministerial decision was made in October 2018 to form two grants from the Early Intervention, Prevention and Support grant (EIPS) work, separating the housing-related grants from non-housing elements for all local authorities. Consequently, from April 2019, the Welsh Government established a Children and Communities Grant (CCG) (encompassing Flying Start, Families First, the Legacy Fund, Promoting Positive Engagement for Young People, St David’s</p>

Day Fund, Communities for Work Plus and Childcare and Play), and a single Housing Support Grant (HSG) (encompassing Supporting People, Homelessness Prevention and Rent Smart Wales Enforcement).

- 1.3 The HSG is an early intervention grant programme to support activity, which prevents people from becoming homeless, stabilises their housing situation, or helps potentially homeless people to find and keep accommodation. The HSG does not fund the statutory duty on local authorities to prevent homelessness, instead HSG funded services augment, complement and support the statutory service to ensure that the overall offer authorities provide helps people into the right homes with the right support to succeed. It supports vulnerable people to address the, sometimes multiple, problems they face, such as debt, employment, tenancy management, substance misuse, violence against women, domestic abuse and sexual violence, and mental health issues. Support is person centred, aimed at supporting people to secure and maintain sustainable housing by addressing the mental health and substance misuse or other problems they face, helping to improve their health and well-being and/or helping them progress into, or nearer to, a job or training opportunity based on their specific circumstances.
- 1.4 The grant programme makes a significant contribution to the implementation of Part 2 of the Housing (Wales) Act 2014, which is focused on homelessness prevention. It also reduces or prevents the need for, often more costly interventions, by other public services including the NHS and/or social care for individuals and families and, in some cases, people who fall into the criminal justice system.
- 1.5 In a letter received from the Welsh Government in December 2021, it was stated that Anglesey's Indicative Allocation for 2021/ 2022 is to be increased from April 2021 by the sum of £ 856,722.50. This is the first increase in the grant for 5 years, with the new indicative award set at £3,571,720.50. In previous years the allocation has been set at £2,714,998, of which £2,643,866 was allocated to the Supporting People element, £64,923 for Homeless Prevention (non-statutory) and £6,209 for the purposes of the enforcement of Rent Smart Wales.

2.0 Background

2.1 What does Housing Support Provision Include?

2.2 Common types of Housing-related Support provisions include:

- Assisting someone who is homeless or is at risk of homelessness to find somewhere to live, within 56 days of them presenting in such a situation.
- Providing a support package to enable the vulnerable person to maintain a

tenancy and mitigate the risk that the tenancy will break down and / or that the person will be evicted from the house.

- Providing support with rent arrears, debt management and budgeting skills
- Supporting the service user to claim welfare benefits and help and enable the individual to continue to receive the benefits that he or she is eligible to receive and deal with the relevant agencies.
- Supporting service users to keep their accommodation safe, e.g. explain how to lock their property and manage appropriate access.
- Encourage the service user to keep any appointments that are relevant to improving their ability to manage their own accommodation.
- Encourage and stimulating the service user to develop social skills and gain the necessary confidence to feel part of the community and to participate in activities of interest.
- Promoting, encouraging and stimulating service users to develop the necessary life skills such as cooking, cleaning and washing clothes.
- Providing the necessary support to enable service users to access appropriate education, training and / or employment opportunities.
- Providing advice regarding move-on opportunities or opportunities for permanent housing.
- Engaging with landlords to find suitable and affordable accommodation, and also where disputes may occur, provide appropriate mediation and incentives to prevent unnecessary homelessness.

2.3 Amongst the Housing Support Grant requirements is the need to prepare both Delivery and Commissioning Plans to inform the Welsh Government and all partners and stakeholders of our commissioning intentions and priorities.

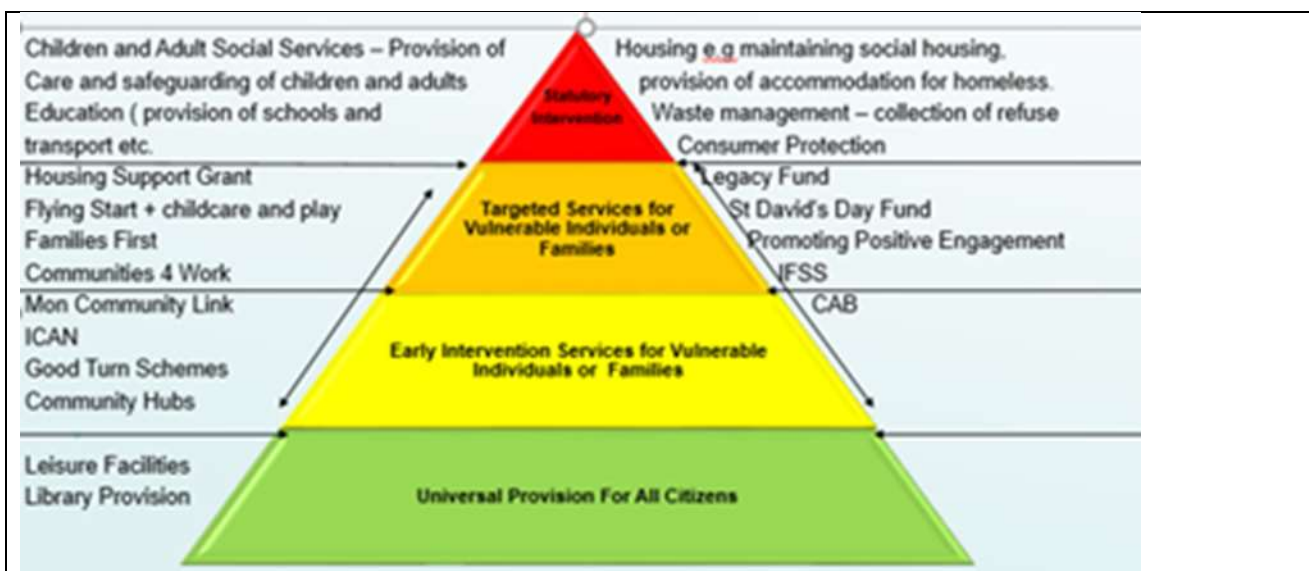
2.4 Both the Delivery and Commissioning Plans attached, outline our intentions, as to how we propose to utilise the Housing Support Funding, from April 2021. In accordance with the aims and objectives of the programme, we will work with key partners and stakeholders across sectors to prevent homelessness wherever possible and empower vulnerable individuals and families to acquire or regain the necessary daily living skills in order for them to manage their accommodation across all tenures. In doing so we will make a significant contribution to 2 of the 3 Core aims of the council, these being;

- creating the conditions for everyone to achieve their long-term potential
- support vulnerable adults and families and keep them safe, healthy and independent as possible

2.5 The successful delivery of the Housing Support Grant and its alignment with its sister

programme the Children and Communities Grant are also an integral part of the Council's Prevention and Early Intervention Strategy.

- 2.6 During the past 18 months to two years we have seen from analyzing data and discussing with providers and other stakeholders that there has been a shift in both the volume of referrals and probably more so, the number of complex cases which require support and targeted interventions.
- 2.7 We have during this period witnessed a swing across all age groups, (from 16+ to 55+), where the majority of cases were previously low to medium, needs to ones where needs are now medium to high, with many presenting or re-presenting with two or more challenging needs, such as mental health, substance misuse and domestic abuse. The covid-19 pandemic has exacerbated the situation, with many households experiencing loss of income, isolation, mental health, hidden domestic abuse, increased substance misuse and other factors which impact on both physical and mental wellbeing. Unfortunately all of the above have a strong correlation with the risk of increasing poverty, debt, health needs, antisocial behaviour engaging in criminal activity, leading to possible eviction.
- 2.8 As part of our Corporate Prevention and Early Intervention Strategy, we have adopted Maslow's Hierarchy of Need model to distinguish between the various levels of interventions and needs. The universal level of need at the base of the triangle is where the volume of service provision is at its highest, followed by prevention and early intervention, before reaching the apex, where interventions tend to be statutory based, with numbers receiving services, lower than the other tiers but with costs higher. Given the shift detailed above in the specialist needs and complex and often chaotic lifestyles of those requiring housing support interventions, the majority of services delivered via this programme are now seen as targeted and sit just below the statutory level of intervention.
- 2.9 Cases identified with lower needs such as those requiring support to access community activities or engaging in social prescribing matters will now be referred to our partners at Mōn Community Link, ranked in the 2nd lowest tier of needs. The following diagram illustrates how we propose to identify, the various levels and types of information which are available.



2.10 It is hoped that by identifying needs, providing the correct and timely information, advice and assistance will reduce the need for most costly statutory intervention and reduce dependency levels.

3.0 Current provision

3.1 At present the Housing Support Grant is used to commission a raft of designated specialist providers within specific areas to deliver a range of interventions. Weekly monitoring of referrals since April 2020, has shown that there have been between 690 at its lowest and 730 cases per week, at its highest open to providers. In addition, there have been occasions where contact has been difficult to establish with chaotic individuals, or refusal to accept support, despite the referral having been submitted on their behalf, more often than not by professional / statutory agencies. At present, our commissioned units per week fall below demand for support. Weekly analysis shows that the numbers awaiting contact or placed on waiting lists varies between 45 and 90 units, and it is anticipated that the number requiring support and those at risk of eviction from rented properties or as unable to meet mortgage payments is likely to increase further. It is also expected that an increase in domestic abuse, mental health and youth homelessness will occur, once lockdown restrictions are lifted, and the wider socio-economic impact of the pandemic becomes more visible.

4.0 Use of Additional Money.

4.1 The substantial increase in funding of £856,722.50 which equates to 31.6% has been welcomed across the sector. However, it does present its own challenges to ensure that maximum benefit, is realised quickly, particularly as staff will need to be recruited whilst demand remains at an unprecedented high.

4.2 In utilising the additional funding from April 2021/22 we propose to:

- Continue to commission the current delivery, monitoring and reviewing of all contracted housing support provision as noted in our 2021/22, Commissioning Plan attached as well as
- Significantly bolster the HSG workforce with additional support workers across our supply of providers where we will mainstream the 5 housing support workers and the Private Landlord Liaison Support Officer, who were initially appointed following receipt of Welsh Government's Phase 2 Programme in 2020, to mitigate the impact of Covid-19. Furthermore, we have identified the need for a further 8 additional support workers to be appointed by 1st April 2021. As a result we hope to have 13 extra support workers appointed, compared to the Pre Covid-19 pandemic, with each on average with a caseload of 15 in the following areas.
 - Generic Internal x 3
 - Housing First (25 - 54 years) x 2
 - Domestic Abuse x 2
 - Vulnerable Families x 2
 - Substance Misuse x1
 - Older People x 1 (emphasis on mental health)
 - Adult Mental Health x 1
 - Vulnerable Young People x1
- Provide an inflationary increase of 3% to all support providers from April 2021. It should be noted that, unless the service has been retendered, that no provider has received an increase during the last five years. As a result of the stagnant annual allocation, it is not unreasonable to assume that some services are indeed running at a loss towards the end of their contractual agreements. All of our contractual agreements tend to be for 3 years with an option to extend for further 3 years on a year on year basis. It is hoped that our providers will utilize this additional funding to increase salaries of support workers as part of a drive to invest in the workforce to improve staff retention levels and act as an incentive for easier recruitment.
- Consolidate our Single Point of Access Gateway project with additional support for the current co-ordinator, to ensure referrals are signposted timeously and informed data and intelligence on need and demand levels are analyzed and reported at regular intervals to inform the commissioning processes.
- Contribute to the provision of collaborative outreach in partnership with the Area

Planning Board to support complex and challenging cases, in areas generally associated with substance misuse, and prison leavers, with the emphasis on harm reduction.

- Develop a Rapid ReHousing Hub
- Invest in a training programme and therapeutic support of staff and managers, funded by the HSG, to enable them to effectively deliver their roles. This will include Psychologically Informed Approaches.
- Provide discretionary Payments and incentives to facilitate the purpose of the grant i.e. a one off non reoccurring expense designed to make it easier for an individual to live in their own home and prevent the need for statutory homeless intervention
- Strengthen Project Management and/or Strategic Planning Resources within the Local Authority, during 2021/22 to ensure we maximize effective use of the additional housing support funding during the transition period.
- Continue to fund the post of the Private Sector Rent Liaison Officer work to engage with both landlords and tenants, and in so doing promote the ethos of rapid rehousing, and facilitate, suitable, affordable and settled accommodation for those who present as homeless.
- Contribution to regional projects identified and agreed by the North Wales Regional Housing Support Collaborative Grant. The identified projects currently are:
 - Supported or dispersed accommodation and support for members of the LGBTQ Community
 - Refuge or dispersed accommodation for male victims of domestic abuse
 - Research into the effectiveness and benefits of the Psychologically Informed Environment approach
 - Hoarding Support Service
 - Independent Domestic Abuse Service (IDVA)

All North Wales Local Authorities have a standing financial commitment in place, where a contribution of 0.5% of the HSG Annual award is transferred into a regional fund, to consider the need for services as noted above. In accordance with this agreement, Anglesey will be required to contribute £17,858. In comparison all other North Wales LA's will be contributing at least double this sum, with the highest contribution being £43,225.47.

4.3 At the time of writing 99.3% has been committed for spending with a balance of £19,775.21, remaining uncommitted and can be used for any of the three elements of the Housing Support Grant listed above. Similarly, any slippage incurred due to issues

with recruitment or any other identified factor can also be used flexibly.

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

Not applicable – Submission of documents is a condition of receiving the Grant

C – Why is this a decision for the Executive?

Terms and conditions of the Grant state that Commissioning and Delivery Plans must be endorsed prior to submission.

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

Yes

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

No – Housing Support Grant is an additional source of funding to the Council's RSG. Responsibility for budgetary allocation, rests with the Anglesey Housing Support Planning Group, consisting of Senior Managers from The Housing Services, Children and Adult Services, BCUHB and the Wales Probation Service.

E – Impact on our Future Generations(if relevant)

1	How does this decision impact on our long term needs as an Island	The delivery of housing support currently provides various employment opportunities for nearly 200 people. The added investment will strengthen commissioned providers ability to develop, retain and recruit staff for the medium term. The sector provides a range of roles including direct support, provision, administrative and managerial opportunities. Although the HSG does not fund the statutory duty on local authorities to prevent
---	--	---

		homelessness, instead HSG funded services augment, complement and support the statutory service to ensure that the overall offer authorities provide, helps people into the right homes with the right support to succeed. It supports vulnerable people to address the, sometimes multiple, problems they face, such as debt, employment, tenancy management, substance misuse, violence against women, domestic abuse and sexual violence, and mental health issues. Support is person centered, aimed at supporting people to secure and maintain sustainable housing by addressing the mental health and substance misuse or other problems they face, helping to improve their health and well-being and/or helping them progress into, or nearer to, a job or training opportunity based on their specific circumstances.
2	Is this a decision which it is envisaged will prevent future costs / dependencies on the Authority. If so, how:-	Yes – Housing Support is a preventative / early intervention source of funding which prevents the need for statutory intervention, predominantly within Housing and Adult Social Services.
3	Have we been working collaboratively with other organisations to come to this decision, if so, please advise whom:	Working in collaboration is part and parcel of the HSG framework. As commissioners, we work with all 11 Service Providers on a regular basis in terms monitoring, reviewing and regular engagement. In addition the governance of the programme involves the input of other statutory agencies such as Health partners and Probation in relation to key commissioning decisions
4	Have Anglesey citizens played a part in drafting this way forward? Please explain how:-	Yes – Anglesey citizens, past and present who receive support and other forms of intervention, have a continuous opportunity to feedback their opinions on service delivery, service quality and areas for improvement by accessing the On-line Your Service Your Say questionnaire, which informs the commissioning process. Furthermore, a percentage of service users are consulted as part of the monitoring and reviewing processes, and can also utilise the Corporate Complaints and Compliments process.
5	Outline what impact does this decision have on the Equalities	All citizens who require access to support or homeless prevention services are treated

	agenda and the Welsh language	equally and in accordance with the Equalities Act 2010. All providers are expected to fully comply with The Welsh Language Standards and The Welsh Language Measure 2011, and are monitored for compliance. All commissioned providers are able to deliver support, and intervention through the medium of Welsh. A full Equalities Impact Assessment will be undertaken prior to April 2021
--	--------------------------------------	--

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	Recommendations endorsed
2	Finance / Section 151 (mandatory)	Present at SLT and has approved the Spend Plan Template submitted to Welsh Government in Draft Fomat
3	Legal / Monitoring Officer (mandatory)	Present at SLT
4	Human Resources (HR)	No impact on Council budget – cost neutral impact.
5	Property	N/A
6	Information Communication Technology (ICT)	N/A
7	Procurement	N/A
8	Scrutiny	N/A
9	Local Members	N/A

F - Appendices:

FF - Background papers (please contact the author of the Report for any further information):
Housing Support Grant Delivery Plan 2021/2022 Housing Support Grant Commissioning Plan 2021/22 Housing Support Grant Spend Plan Template 2021/22

This page is intentionally left blank

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to:	The Executive
Date:	22 nd March 2021
Subject:	Social Services Improvement Panel Update
Portfolio Holder(s):	Councillor Llinos Medi
Head of Service:	Fôn Roberts, Director of Social Services & Head of Children and Families Services Barbara Williams, Interim Head of Adults Services
Report Author:	Emma Edwards Deputy Business Manager, Adults' Services
Tel:	01248 751887
E-mail:	Emmaedwards@ynysmon.gov.uk
Local Members:	Relevant to all Members

A –Recommendation/s and reason/s
<p><u>RECOMMENDATIONS</u></p> <ul style="list-style-type: none"> ➤ To confirm that the Executive Committee is satisfied with the pace of progress and improvements made to date within both Adult Services and the Children & Families Services.
<p><u>Social Services Improvement Panel</u></p> <p>This report aims to advise members of the Executive Committee of progress since the last meeting of the Joint Social Services Improvement Panel in Sptember 2020. T</p> <p>Whilst our work is prioritised around statutory requirements, we also align our efforts to assist the corporate priorities as listed in the Council Plan. The relevant objectives for our services is:</p> <p>Objective 2: Support vulnerable adults and families to keep them safe, healthy and as independent as possible</p> <p>Background</p> <p>We are proud to report that during the last six month, despite the daily challenges of Covid-19 and that Wales is its third National Lockdown (Since 19th December 2020) and the unprecedented demands on all our staff, that we have managed to continue with both</p>

our statutory duties as well as developmental and innovative projects across both Services. As a council we are very proud of all our staff.

Social Services Improvement Panel

During the past six months, despite COVID-19, the Social services Improvement Panel has continued to meet regularly with meetings held in September, October, December, January and February, and scheduled meetings diarised for the forthcoming few months too. The Panel continue to receive evidence of developments across both Services which offers another layer of reassurance on the progress made.

Financial Position 2020-21

We are extremely pleased to confirm that Social Services are currently working within budget and that both Adults and Children & Families Services are on target to close the financial year in this position. This has been achieved by increased income via the Hardship fund, and also through developing new projects, using the ICF fund to further reduce costs whilst also offering improved services – examples of this is supporting children to live at home.

1. Children & Families Service Update:

a) Young Careers ID Cards

In September 2020 as part of the national Welsh Government initiative to roll out an ID card for young carers throughout Wales, we began working in Partnership with Gwynedd and Action for Children to develop an ID card for young carers.

The consensus was that from the direct feedback, young carers said that they would prefer to have a Digital ID.

In October 2020 we approached the Carers Trust and Welsh Government to ask them to consider the possibility of us piloting this option as part of the Young Carers ID card being rolled out throughout Wales and they agreed that we could develop a project proposal document and apply for funding. As part of this we linked in with a local design company to explore options and ideas around the purpose of the ID card and what it would mean for Young Carers.

At the end of November we attended Regional group and as digital ID Card prototype had now been developed it was agreed that Ynys Mon and Gwynedd would continue with the pilot project and the consultation with Young Carers and that the other counties would be able to consider the development of their own digital card based on the outcome of the

pilot.

In December 2020 the following Action plan was developed:-

- Action for Children to arrange consultation session with Young carers to get their feedback on the card to date and meet the Designer during week commencing 11th January. Held on 15th January 2021
- Meeting to be arranged with representatives from Education department across both Counties to discuss the use of the App in schools and raise awareness of Information provided by Carers Trust re background and purpose of Young Carers ID card and arrange follow up meetings to keep informed of project development. Meetings held on 19th January and 2nd February 2021
- ID card to be ready to pilot in February
- Aim to launch card on Young Carers Action day 16/03/21 and raise awareness locally across local authorities partner agencies and the general public.

We are currently working with regional partners to develop unified approach to design for North Wales Young Carers ID card in digital, card and wristband format.

b) “Cartrefi Clyd” Update

We can confirm that both the Brynhwfa and Llanfair Small Group Homes (SGH) are running at full capacity (total of 3 children). With regard to the third SGH based in Holyhead, we are pleased to confirm that the works are now progressing in the garden, following a delay due to COVID. Finally, an offer has been made on a property in the Amlwch area, using ICF funding in order to provide accommodation to our LAC.

c) Bryn Hwfa –

The current Day Care provision for Children with Complex Needs is not fit for purpose. Therefore the service has secured ICF funding to purchase a detached bungalow in order to offer a better service provision on Ynys Mon. A property has been identified and is currently being purchased. The service will make use of technology in order to make the environment appropriate to the children and young people who will use the provision. It will also involve staff enhancing their training in order to be able to offer a Day Care provision that enhances the lives of the children and young people on Ynys Mon who have additional or complex needs.

d) No wrong door!

The global pandemic has clearly shown how stressed mental health and social care is for our children. It is anticipated that our health and care services will see a significant increase in need over the coming months, and a coordinated response will be needed to ensure that the support we offer is sufficient to respond to this demand.

In most areas of Wales, children and young people experiencing distress in terms of

mental health, emotional well-being and behavioral issues wait too long to get the help they need, and there is a tendency to be "bounced" between services that fail and agree who is responsible for their care.

We want to see services that embrace children and young people and their families, rather than that they have to find a way to services through complex systems.

There is a need to move quickly towards a "No wrong door" approach in responding to the emotional well-being and mental health needs of children and young people. That means that the families, children and young people should not be told many times that they are knocking on the wrong door when trying to get help. This could include panel models or a boost to the timely delivery of co-ordinated support, drop-in centres, multi-disciplinary teams, models that ensure fewer children and young people need to go away from home for specialist care, or plans for specialist residential care closer to home.

Plan:

1. Develop a single reference point linked to the Anglesey Family.
2. Create a partnership between the local authority, health board and third sector services.
3. Plan on a procedure for discussing those referrals relating to autism, mental health needs and disabilities. This may involve a specific meeting of the early intervention hub or the use of the early intervention hub for cases where the above needs have been identified.
4. Look at our human and financial resources and see if they can be better used. We should aim to avoid duplication and be protective of our individual services.
5. Identify services that need to be improved and how to deliver those services viable for the future.

2) Adult Services Update:

a) Independent Audit of our Adults Social Services Commissioned

Peopletoo Ltd and The Acacium Group are currently working with the Adults Services in order to carry out an independent internal review of our Adult Social Care Services. This will provide the authority with a detailed overview of this complex service area and will produce clear and agreed recommendations of specific service areas that we need to focus on in order to improve the outcomes for the service user.

The review will feedback directly to the Social Services Improvement Panel.

The independent organization are currently working remotely and are carrying out interviews in Welsh and English with managers and staff, as well as reviewing documents, processes and performance data.

b) Establish 3 Community Resource Teams, located in Amlwch, Ysbyty Penrhos

Stanley and Llanfairpwll, that will bring Council and Betsi Cadwaladr Staff together to improve access to our care and support services at the earliest opportunity-

Ynys Mon now has three CRT's in place and currently due to Covid-19 the teams meet virtually. ,

A refurbishment of accommodation, IT infrastructure and operational policies and procedures is ongoing, funded by the ICF fund.

c) Adult Learning Disability Day opportunity Strategy so that we create a greater range of high quality day opportunities for individuals in their communities-

There are two elements to this project – the in house provision and the externally commissioned provision. The Adult Learning Disability Day opportunity Strategy has been developed to create a greater range of high quality day opportunities for individuals in their communities. The Strategy 2019– 2022 has already been agreed after extensive engagement and consultation with service users and their families. The two projects are intended to make good on delivering this Strategy, specifically:

- i) External day services** – the aim is to establish a formal framework for purchasing external day provision and work and Community based opportunities which will focus on outcomes, progression, integration and increasing choice for Ynys Mon's service users. Service users require more community based opportunities and choice that increase personal skills and maximise independence.

Work is already underway to explore community based options across the island, focussing initially on Holyhead and surrounding areas. The ICF revenue grant has funded a Community Opportunities Worker who started in post in December 2020.

Current status:

- Previously on hold during initial lockdown. Work has recommenced on finalising the Service Specification that external providers will need to comply with. This revised specification to be shared with in-house stakeholders – LD Team and advocacy services by 31 January.
- Agreement on format of tender to be reached by 15th April (by Procurement and Legal) - currently unclear whether Dynamic Purchasing System or Framework agreement is most suitable.
- Current providers to be informed of timetable by 31 April
- New arrangements to take place in parallel with the reopening of day services after lockdown ends.
- Community Opportunities Worker to continue to explore new placements.

- ii) In house day services** – the aim is to ensure services are more outcome focused

with an emphasis on achieving personal goals.

Current status:

- On hold as agreed by Executive prior to lockdown.
- Engagement exercise with external stakeholders on revised proposals to commence after lockdown ends.

d) Shared Lives Programme update

The pandemic has had an enormous impact on the development of the Shared Lives programme. Recruitment of enablers has been challenging from the outset but during the pandemic there has been no interest from prospective enablers. The restrictions resulted in the closure of all day services, this applied to the Shared Lives programme. We have decided to continue with the ICF funded project but we're opening this up to support all older people. This is a joint project with Gwynedd Council and going forward the programme will link closely with the existing Shared Lives scheme for people with learning disabilities.

We have a local dementia strategy and plan, the current work will be aligning the local plan to the new regional North Wales Dementia Strategy.

e) Community Hubs

Work on expanding the number of Hubs has been put on hold due to the pandemic. However in response to the pandemic we have been able to promote our virtual work. Some examples are listed below:

Age Cymru Gwynedd a Môn, Medrwn Môn and the Isle of Anglesey County Council are working in partnership with a selection of Community Hubs across Anglesey to pilot the Anglesey Digital Hubs scheme. The aim is to help build individuals' digital confidence and reduce loneliness within our communities. As part of this project, new Samsung Tab A7 tablets will be put out on loan, along with a bundle of 4G data, for older people within the selected Community Hubs for a 3 month period, to increase their skills and digital confidence.

The Community Hub coordinators will support the recognition and promotion of the opportunity for their local residents. At the end of the hire period individuals will receive advice on how to purchase their own device, with the devices being moved on to a new group of people on the island. To support the people who will receive the tablet on loan, the project also matches learners and digital volunteers. The volunteers will receive 'Digital Champion' training from Digital Communities Wales, and receive ongoing support from their local Community Hub. Volunteers will provide support over the phone, over a video call, or within sessions at the local Community Hub - subject to COVID-19 restrictions in place. As part of the Anglesey Digital Hubs project, a new website, www.cymuned.co.uk will be developed for the hubs which will initially be part of the pilot. The website is intended to enable communities to stay in touch with the virtual activities of the hub.

Those who hire the devices will be supported to access and use the website. The site includes activities, news, links, live events - and the opportunity for community members to contribute content to the site. The hubs that will be part of this pilot project and hire out devices will be: • Gwelfor Center, Holyhead • Jordan Arms, Bryngwran • Seiriol Good Turn Scheme • Love Amlwch • Anglesey Council Housing Service (which will hire some devices, as well as ordering their own 20 devices for hire to their tenants) (Benllech Good Turn Scheme and Age Well Amlwch and Llangefni will also be part of the project in terms of the website, but will not hire devices for their communities).

3. Social Services COVID-19 Pandemic Update:

During the past six months we have entered the third national lockdown due to the Covid-19 pandemic, which came into force on the 19th December 2020, and we continue to be in this position.

As a Council we continue to be responding to the pandemic, are continuing to work from our activated Corporate and Business Continuity Management plans, which includes:

- State of emergency powers and budgets deployed
- Emergency Management Response Team continuing, whilst managing business as usual, and preparing for both the unlocking and recovery phases
- Weekly Situation Reports prepared summarizing key decisions, issues and risks
- Regular communication internally with Members and staff and externally via the Council website and social media
- Social Services Report weekly on staff vaccination rates
- Formal COVID-19 risk register reviewed and updated weekly

During the ongoing lockdown period we have continued to:

- meet all our statutory duties;
- Work closely with Welsh Government, Care Inspectorate Wales, Association of Directors of Social Services (ADSS), PHW, BCUHB, Providers and colleagues within North Wales Resilience Team, as well as many others;
- Support our staff to work from home – where possible
- To manage the Council PPE store, involving Welsh Government PPE deliveries, managed within Social Services resources.
- Develop and deploy innovative working practices to adapt to the pandemic period to facilitate contact, assessments, reviews, ensuring that our safeguarding duties are carried out.

- comply with Court proceedings and Care Planning.
- recruit Local Authority Foster Carers.

In addition, during the past 6 months we have:

- managed the roll out of the Welsh Government Lateral Flow Devices (LFDs) to the Islands homecare providers (internal and external providers).
- preparing for a further roll out of LFDs to Social Worker teams, Support Workers and other key front line staff.
- worked with the Corporate Vaccination team to offer vaccination to the nominated staff who qualify for the priority vaccine.
- Supported the council with payments to our Providers via the Covid-19 Hardship Fund (voids, staff payments, staff self-isolation payments, etc)
- support the Covid incidents within the Social Care sector which has involved Infection Management Team (IMT) support.

4. Care Inspectorate Wales (CIW) Local Authority Assurance Review

We are aware that our inspectors at CIW will be carrying out an “Assurance Review” across all 22 local authorities, which they aim to complete by the end of April 2021. To date we have not received notification of Ynys Mon’s review. This review by CIW will focus on both Adults Services and Children and Families Services.

ADSS letter for your information.



CIW - Letter to
ADSS response - EN



CIW - Letter to
ADSS response - CYM

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

Not applicable.

C – Why is this a decision for the Executive?

The service needs confirmation by the Executive Committee that it is satisfied with the pace of progress and improvements made to date within both Adult Services and Children & Families Services.

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

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

DD – Who did you consult?		What did they say?
1	Chief Executive / Senior Leadership Team (SLT) (mandatory)	In agreement (24 th February 2021)
2	Finance / Section 151 (mandatory)	As above.
3	Legal / Monitoring Officer (mandatory)	As above.
4	Human Resources (HR)	N/A
5	Property	N/A
6	Information Communication Technology (ICT)	N/A
7	Procurement	N/A
8	Scrutiny	The Corporate Scrutiny Committee at its meeting of 8th March, 2021 considered the Social Services Improvement progress report. In light of its deliberations, the Committee resolved as follows: <ul style="list-style-type: none"> Confirmed that it is satisfied with the pace of progress and improvements made to date in Social Services Recommend to the Executive that progress and pace of improvements in Social Services are adequate
9	Local Members	
10	Any external bodies / other/s	N/A

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

F - Appendices:

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