Complete Agenda

CABINET

GWYNEDD COUNCIL

DATE	Tuesday, 3rd July, 2018
TIME	1.00 pm
LOCATION	Siambr Hywel Dda, Council Offices, Caernarfon, Gwynedd, LL55 1SH
CONTACT POINT	Annes Siôn 01286 679490 cabinet@gwynedd.llyw.cymru

GWYNEDD COUNCIL CABINET MEMBERS

Members	
Dyfrig L. Siencyn	Leader
Dafydd Meurig	Deputy Leader, Cabinet Member for the Environment
Craig ab Iago	Cabinet Member for Housing, Leisure and Culture
Gareth Wyn Griffith	Cabinet Member of Highways and Municipal
Nia Wyn Jeffreys	Cabinet Member for Corporate Support
Peredur Jenkins	Cabinet Member for Finance
Dilwyn Morgan	Cabinet Member for Children and Young People
W. Gareth Roberts	Cabinet Member for Adults, Health and Wellbeing
Gareth Thomas	Cabinet Member for Education
Ioan Thomas	Cabinet Member for Economic Development

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THE CABINET 12/06/18

Present-
Councillors: Dyfrig L. Siencyn, Dafydd Meurig, Craig ab Iago, Gareth Wyn Griffith, Nia Wyn Jeffreys, Peredur Jenkins, W. Gareth Roberts, Gareth Thomas and Ioan Thomas

Also present: Iwan Evans (Head of Legal Services), Dafydd Edwards (Head of Finance Department), Morwena Edwards (Corporate Director), Iwan Trefor Jones (Corporate Director).

Item 6: Marian Parry Hughes (Head of Children and Supporting Families Department), Catrin Thomas (Community Learning Senior Manager), Nia Morris (Youth Services Manager).
Item 7 and 8: Garem Jackson (Head of Education Department) and Dafydd Gibbard (Senior Property Manager).
Item 9: Sioned Owen (Flying Start Service Manager) and Rachel Jones (Gwynedd and Anglesey Childcare Strategic Officer)
Item 10: Geraint Owen (Head of Corporate Support Department)

1. APOLOGIES

Cabinet Members and Officers were welcomed to the meeting.
An apology was received from Councillor Dilwyn Morgan and the Chief Executive, Dilwyn Williams.

2. DECLARATION OF PERSONAL INTEREST

Councillor W. Gareth Roberts declared a personal interest in item 6 as his son-in-law worked for the Youth Service. It was a prejudicial interest and he withdrew from the meeting for this item.

A declaration of personal interest was received from Cllr Dyfrig Siencyn and Cllr Peredur Jenkins on the item as both were members of the Ysgol Bro Idris Governing Body. It was not a prejudicial interest.

3. URGENT ITEMS

There were no urgent items.

4. MATTERS ARISING FROM OVERVIEW AND SCRUTINY

There were no matters arising from overview and scrutiny.

5. MINUTES OF THE MEETING HELD ON 22 MAY 2018

The Chair signed the minutes of the Cabinet meeting held on 22 May 2018, as a true record.

6. REMODELLING THE YOUTH SEVICE

The item was submitted by Cllr Craig ab Iago

RESOLVED

1. To accept the report and allocate up to £50,000 from the Transformation Fund to set up a fund to assist the Community Councils that wish to retain a Youth Club to bridge the financial situation until they have established their own funding arrangements for 1 April 2019.

2. To delegate the right to the Cabinet Member for Housing, Leisure and Culture in consultation with the Head of Children and Supporting Families Department to establish a prudential management procedure to manage the fund's expenditure.

DISCUSSION

The report was submitted noting that the members were aware of the background to this item. It was added that a Notice of Motion had been submitted during the Full Council on 3 March which asked the Cabinet to reconsider elements of the new model. The Cabinet looked at every element individually.

<u>Change of emphasis from the community to the welfare of individuals</u>
It was emphasised that it was a statutory change by the Government that the Youth Services supported young people with their learning and teaching, focusing on young people not in employment, training or education. Nevertheless, it was noted that the new service would offer a service to everyone, and not to these individuals only. It was added that 14% of young people went to clubs, and the need to target more young people across the county was therefore noted.

It was added that:
- A consultation had been held by the Corporate Support Department, asking what was important to young people. It was noted that the top three things were Mental Health, Housing and Alcohol and Drugs Problems, which coincided with the observations received when discussing the Youth Service with young people.
- Activities had taken place in Porthmadog, and the feedback was

satisfactory but it was asked what the feedback was across the county. A programme of activities had been arranged for the summer, and they were in the process of arranging forums so that it would be possible to have a discussion about the type of activities with young people.

- Connections in England was mentioned - a project that failed. This was a national project that was specifically for careers, and not for Youth Services. It had failed, but the Youth Service was offering much more than careers only.

The impact on deprived areas

It was noted that Maesgeirchen and Caernarfon were seen as deprived areas in accordance with Welsh Government's definition, but it was added that there were deprived areas across the county. Nevertheless, it was added that the Equality Assessment had identified the impact that would be had on both areas, and that the service was working with the Town Council in Caernarfon to look at options, and that they were hoping to do the same in Maesgeirchen.

It was added that:

- Two petitions had been presented to the Council in Caernarfon, specifically about Caernarfon. The SPLASH project would continue during the holidays and activities would be held more frequently in the area.
- It was asked what kind of access would be available to the youth service for young people. The staff had a role in discussing the needs of young people, especially in the areas where young people did not have access to the former service.

Impact on the Welsh language

It was noted that the language had been discussed as part of the consultation, and that 0.2% felt that the new youth service would be detrimental to the language. It was expressed that the Equality Impact Assessment noted that the remodelling by holding more activities in the community would promote the language. It was added that there were opportunities to promote the language through the new service.

It was added that:

- The new service could be linked to the work of the language charter, which was being implemented in primary and secondary schools. The youth service would promote the use of the Welsh language socially.
- A meeting had been organised with Hunaniaith to further discuss how to use and influence young people to use the language.

Cooperating with Town and Community Councils

Following the observations of the Scrutiny Committee in January, it was noted that a discussion was needed with some community and town councils on identifying ways of cooperating. Nevertheless, it was emphasised that it was now too late in the process to discuss this. Despite this, it was noted that 32 Town Councils had received a letter, and 11 of these were eager to discuss further. It was added that a further discussion was needed with the Councils, and that the department would welcome a discussion on how it would be possible to provide a social club.

It was added:

- Whether it would be possible to discuss with the Councils how the former service could be bridged with the new service. Some clubs had not been updated for around 20 years, and that the world had now changed. Nevertheless, if there was a desire to keep the club, it should be endeavoured to do so but, a fund might need to be secured to bridge both periods.

Appropriate Help for the Youth Organisations that were Receiving Funding

It was noted that the officers were working with the organisations - specifically the main three, namely the Snowdonia Young Farmers, Meirionnydd Young Farmers and the Urdd. The relationship was positive and it would be possible to collaborate with the organisations to provide a service for young people.

It was asked:

- If a member of staff was working specifically with the organisations. It was expressed that the Regeneration Officer and the Youth Service Manager were currently the contact points.

Observations arising from the discussion

- It was asked when the next language and equality assessments would be held on the new service. It was noted that there was a continuous review but it was intended to create an assessment at the end of the first year, namely September 2019.
- It was noted that the elected members and young people needed to be informed of what was happening, and that progress reports would be required. It was explained that this would be adopted immediately, emphasising that if the communicating was weak, the new service would not work.
- It was expressed that there was funding available in the Transformation Fund to aid the bridging period to facilitate negotiaton with Town and Community Councils. It was resolved to allocate £50,000 specifically for this.

7. SURVEY OF THE PROCEDURE OF DEVELOPING YSGOL BRO IDRIS, DOLGELLAU

The item was submitted by Cllr Gareth Thomas

DECISION

Generally, to adopt the recommendations deriving from Gareth Williams's independent report to enable the Education Department to incorporate them as a core part of the reorganisation processes it implements jointly with other stakeholders in other catchment areas for the future.

DISCUSSION

The report was submitted, noting that the main reason for carrying out the

independent survey on the procedure of developing Ysgol Bro Idris was to learn lessons, particularly due to the fact that the length and breadth of this scheme was unique. It was reiterated that the commission was also an opportunity to address some concerns expressed by former members of staff regarding some aspects of the process of establishing the school.

It was added that the procedure of establishing a new school was a partnership between the Authority and the Shadow Governing Body. It was added that the Authority was responsible for the decision to open a school and finish the building, but it was the Governing Body that was responsible for ensuring that the school was in order, that a Headteacher had been appointed and that a staffing structure was in operation. It was acknowledged that a multi-site all-through school led to more challenges as a result of the effect arrangements would have on the physical location. It was noted that the Department had considered all recommendations and had accepted them. It was expressed that, in adopting the recommendations, the Department, alongside other stakeholders, would be able to incorporate them as a core part of the reorganisation processes.

Observations arising from the discussion

- It was noted that the school was innovative and that steps were in place for the Bright Future principles. It was added that, despite the problems that had arisen, the Headteacher and teachers were thanked for their work.
- It was expressed that when things went wrong, there was a need to ensure that the department learned lessons and to ensure that things would be done differently.

8. BAND B TWENTY FIRST CENTURY SCHOOLS PROGRAMME

The item was submitted by Cllr Gareth Thomas

DECISION

- To approve in principle initial priorities for Band B of the Twenty First Century Schools Programme.

- To await the result of the process of establishing the Council's Asset Management Plan before adopting a final programme.

DISCUSSION

The report was submitted, noting that Welsh Government's Twenty First Century Schools Programme was now reaching the end of the first phase of its project (Band A). It was added that Gwynedd Council had been identified as one of the most successful authorities in achieving its programme thus far and, consequently, the Government had given an additional allocation of £12m in residual funding to Gwynedd to review the primary education provision in Bangor.

It was explained that the Government was now focusing on the second phase, that would commence in April 2019. A request was received by the Government, asking that the Authorities establish their priorities at short notice. It was noted that the Council would need to contribute 50% of the funding, and attention was also drawn to the fact that it was pleasing to see children being taught using the latest resources.

Observations arising from the discussion
- It was noted that the difficulty of the project would be to find funding, as the expenditure requirements of the Council would be higher, but there would be a need to prioritise.

9. 30 HOUR CHILDCARE OFFER FOR 3-4 YEAR OLDS

The item was submitted by Cllr Dyfrig Siencyn

DECISION

- To agree for the Gwynedd and Anglesey childcare unit, Children and Families Department to co-operate with Conwy Council to act as Lead Authority to administrate the 30 hour childcare offer for 3-4-year olds, in accordance with Welsh Government guidance.
- Implementing this is subject to the Cabinet Member for Children and Young People confirming the inter-authority governance arrangements and ensuring that an appropriate partnership agreement between Gwynedd Council and Anglesey and Conwy Councils is in place.

DISCUSSION

The report was submitted, noting that the project had now been operative for nearly a year and, since April 2018, the Government had included all areas in Gwynedd and Anglesey. It was added that the project had been very popular and many families had taken the opportunity to have free care provision for children aged 3-4. It was expressed that the sector had also taken the opportunity and there had been a clear development in the field.

The second phase of the project was explained, noting that the Government was eager for Gwynedd and Anglesey to take the lead role, and Conwy to opt into the project.

Observations arising from the discussion
- The members congratulated the team on its work, emphasising that it was excellent that the team was able to use software to ensure that funding reached the businesses in the sector on time, and that this had led to a development in the sector.
- It was asked whether more staff would need to be appointed if Gwynedd was taking the lead role. It was noted that there would be an additional Administrative Officer and one of the officers who worked on

the project would be bought by Conwy Council to do the work of setting up the system there.

- It was added that the project was to be welcomed as it encouraged mothers to return to work. It was expressed that the Government was in the process of conducting research to discover the outcomes of the first year of the projects.

10. GWYNEDD COUNCIL PLAN 2018-23: BID FOR RESOURCES FROM THE TRANSFORMATION FUND

The item was submitted by Cllr Nia Jeffreys

DECISION

To assign £104,747 from the Transformation Fund, namely £51,690 in 2018/19 and £53,057 in 2019/20, to support the implementation of the 'Realising Savings' priority within the Gwynedd Council Plan 2018-2023.

DISCUSSION

The report was submitted, noting that this was a bid to employ a Project Manager for a two year period to support the new programme of realising savings. It was noted that the funding came from the transformation fund and that investing one-off funding to find permanent savings was the purpose of the post.

Observations arising from the discussion:

- It was added that it needed to be ensured that the individual discovered efficiency savings and to be innovative in order to safeguard services.

The meeting commenced at 1.00 pm and concluded at 3.00 pm

CHAIRMAN

CABINET REPORT
3 July, 2018

Cabinet Member: Councillor Gareth Thomas

Subject: Reorganisation of Primary Education Provision in the Bangor catchment area

Contact Officer: Diane Jones – Bangor Project Leader

THE DECISION SOUGHT

The Cabinet is asked to consider the comments received during the statutory consultation period and the response to those comments, and decide if it should:

i. Approve the proposal to close Ysgol Glanadda and Ysgol Babanod Coedmawr on 31 August 2020, and offer places to pupils at Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420.

ii. Approve the publication of statutory notices on the proposal in (i) above in accordance with the requirements of Section 48 of the School Standards and Organisation (Wales) Act 2013.

Purpose of the report

The purpose of this report is to report to Cabinet following a statutory consultation on the proposed closure of Ysgol Glanadda and Ysgol Babanod Coedmawr on 31 August 2020, and offer places to pupils at Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420.

1. INTRODUCTION

A report was presented to Cabinet on 17 January 2017; a recommendation was approved, 'to request the right to initiate local discussions in accordance with the report regarding the review of primary education provision in Bangor'.

1.1 At a Cabinet meeting in March 2018, a report was presented to Cabinet where the decision was approved to:

Conduct a statutory consultation, in accordance with Section 48 of the School Standards and Organisation (Wales) Act 2013, in the Bangor catchment area on a proposal to close Glanadda and Babanod Coedmawr schools on the 31st August 2020, and offer places to pupils at Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420.

1.2 At the end of 2016, the Welsh Government reported that there was an opportunity for Local Authorities with the capacity to carry out additional projects within Band A of the 21st Century Schools Programme. As a result, the Welsh Government has recognised Gwynedd as one of the most successful Authorities in delivering their Programme to date and we take pride that we are referred to as an example of good practice in this area.

1.3 The Bangor Catchment Area Review Panel (CRP) was established during June 2017, with four meetings held between June and November, the last being on 29 November 2017. Representatives

from each school in the catchment area were invited, including a head teacher, Chair of Governors and parent governors. Invitation was also given to the Local Members and to the representation of the Church in Wales (the Diocese of Bangor) and the Catholic Church.

1.4 During the meetings, several options for primary education in Bangor were considered to ensure sustainable provision for the future, responding specifically to the need for an increase in demand for places in the Penrhosgarnedd area, and improving provision for the city's learners.

1.5 As part of the process, a number of objectives have been identified to consider for provision in the Bangor catchment area, namely:

- Ensure enough places for each child in the appropriate locations;
- Ensure that no school is overcrowded;
- Ensure that no school is assessed to be in condition C or worse;
- Reduce surplus places in schools significantly or increase efficiency;
- Reduce the range of cost per head for the provision of education in the catchment area;
- Ensuring class sizes are appropriate in the primary schools;
- Ensure that there are no more than 25 pupils of the same age in one class;
- Ensure there are no more than 20 pupils of different ages in one class;
- Reconcile the quality of education in the catchment area;
- Ensure that no head spends more than 20% of his/her time teaching;
- Develop the use of schools as a community resource;
- Improve the additional learning needs provision in the catchment area.

1.6 An important context is the size of the package available to modernise primary education provision in the city of Bangor. Since the start of discussions in the catchment area, a Programme of capital investment was adopted by the Welsh Government under the 21st Schools Programme banner. It would be likely to include an investment of a total of £12.7 million, with £6.35 million of that amount being a grant from the Welsh Government. There is also a commitment from a housing development company, as part of an agreement for the new Goetre Uchaf development in Penrhosgarnedd.

2. Background - choosing a preferred model

2.1 A number of options were discussed before the long list was created. The rationale behind the options was to consider each school in the catchment area, seeking ways that would improve and maintain the quality of education in the catchment area.

- Option of collaboration/federation between some or all existing schools without school closures
- Option of collaboration/federation between schools following closure of some schools
- Closure of some primary schools by transferring pupils to neighbouring schools without capital investment or collaboration between the remaining schools
- Closure of some primary schools transferring pupils to neighbouring schools without capital investment, and establishing collaboration between the remaining schools
- Closure of some primary schools and establishing an area school(s) following capital investment
- Establish one school for 3-16 or 3-18 on one site for all pupils in the catchment area

2.3 The main issues identified by members of the CRP were;

- The need for any option to include improvements and capacity building for some Bangor school buildings
- That any impact on the transport situation in Penrhosgarnedd be considered
- Consideration of language issues
- Ensuring appropriate arrangements for children of Ysgol Babanod Coedmawr and Ysgol Glanadda
- Consideration of any suitable development sites available in Bangor.

2.4 Following discussions with the CRP members, a long list of options was created. Although the case for change has been established, the 'Status Quo' model is included for comparison purposes:

Status Quo	Do nothing.
Option 1	Extend Y Faenol increasing the capacity from 186 to 270. Close Ysgol Coed Mawr, Glanadda and Garnedd. Establish a new school on 2 sites (infant and junior) with the infants at Coed Mawr (180) and juniors at the Garnedd site (240). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements made to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Option 2	Close Ysgol Coed Mawr, Glanadda, Y Faenol and Garnedd. Establish a new school with a capacity of 690. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements made to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Option 3	Extend Y Faenol increasing capacity from 186 to 315. New school for Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Option 4	New build for Garnedd, capacity from 350 to 380. New school for Coed Mawr and Glanadda to include places for additional children from Pen y Ffridd (Goetre Uchaf). Extend Y Faenol to c.250 and address traffic problems. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Option 5	One lifelong learning school in Bangor (2,746 + 306). Close all existing primary and secondary schools.
Option 6	Combine Ysgol Tryfan and Ysgol Friars and establish a new Welsh medium school (1,347 + 306) building a new primary school on the current Tryfan site (420) and extending Ysgol Y Faenol (270). Close Ysgol Coed Mawr, Glanadda and Garnedd. Increase the capacity of Glancegin to receive additional foundation phase pupils.

	Improvements to part of Ysgol Hirael. New build for Ysgol Ein Harglwyddes.
Option 7	Combine Ysgol Tryfan and Ysgol Dyffryn Ogwen on a new site (700 + 150?). New primary school built on the current Tryfan site (420) and Ysgol Y Faenol (270) extended. Close Ysgol Coed Mawr, Glanadda and Garnedd. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. New build for Ysgol Ein Harglwyddes.
Option 8	Close Glanadda and Coed Mawr. Extend Ysgol Y Faenol (270). New build for Garnedd (380-420 children). New Building for Ysgol Ein Harglwyddes (120) during the second phase (through Church in Wales funding). Establish community sports facilities shared by Garnedd, Friars, Cae Top (as at Parc Eirias). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings.
Option 9	Rebuild Ysgol Ein Harglwyddes on the current site (120). Provide an extension for Glanadda (90) to merge with Ysgol Coed Mawr. Rebuild Coed Mawr to accommodate the overflow from Faenol and Garnedd (240). Possibly Parc Cegin. Re-introduce bus service for pupils. Ensure enough capacity for population growth. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings.
Option 10	Increase Y Faenol capacity (270). Garnedd to move to a new site and capacity increased (330). Modify the Glanadda site to accept Coed Mawr pupils (90). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build Ysgol Ein Harglwyddes.
Option 11	New build for Y Faenol (270). Garnedd to move to a new site and capacity increased (420). Close Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Option 12	Extend Y Faenol to increase the capacity from 186 to 360. New school for Garnedd increasing capacity from 210 to 330. Close Ysgol Coed Mawr and Glanadda with pupils sent to Ysgol Y Faenol. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.

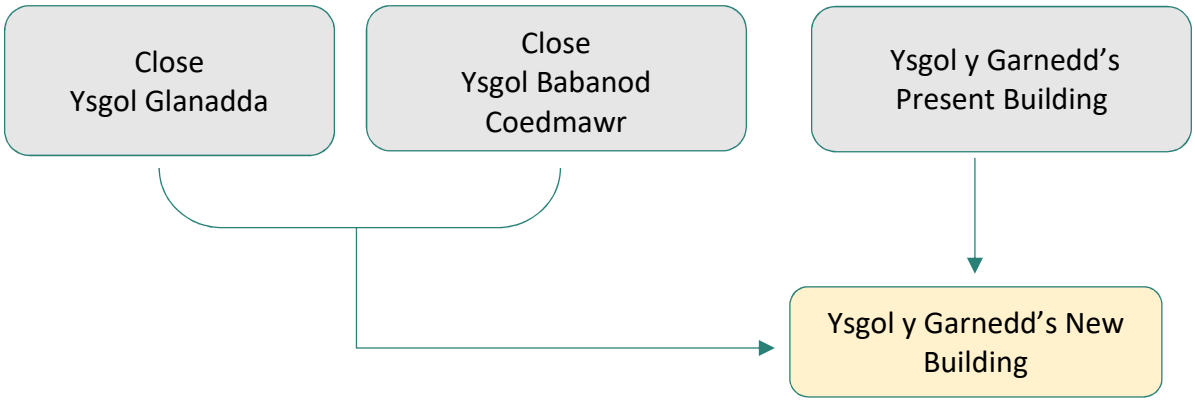
2.5 Following consideration, a short list of options was included, which included the options that addressed most of the investment objectives in full, and could be achieved within the limits of practical considerations. The three options (in addition to the status quo) that came top were options 3, 8, and 10. These options were discussed during CRP 3, and a questionnaire was sent to the CRP members presenting the comments of relevant schools regarding the proposed options in order to identify the preferred option.

2.6 The different options were evaluated and a further comparison of the models can be seen against factors agreed at the first CRP meeting. The full options appraisal can be found in **Appendix 1.**

2.7 This was reported to Cabinet on 13 March 2018, where the recommendations were approved to hold a statutory consultation period on **option 3,** namely the closure of Ysgol Glanadda and Ysgol Babanod Coedmawr on 31 August 2020, and offer places to pupils at Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420.

3. The Proposal

3.1 This proposal means that Ysgol Babanod Coedmawr and Ysgol Glanadda will close, and that a new building will be built for Ysgol y Garnedd.



3.2 The aim is that the proposed investment will address the strategic aspirations of Gwynedd Council and the Welsh Government to provide sustainable education; this would include:

- Improved consistency in the standard and quality of education provided in the catchment area
- Improved efficiency of the school estate, reducing the number of buildings in poor condition
- Make a significant contribution to reducing a number of surplus places
- Release a budget to spend on children within the education system rather than buildings
- Reconcile the number of schools to address demand
- Rationalise the cost per pupil in schools. Reduce the cost per pupil to equal or better than the County average of £3,777 for Primary.
- Improved consistency in class sizes and reduce the age range within primary school classes
- Improve the learning environment for more pupils and increase the number of pupils who will benefit from the 21st Century learning environment
- Ensure sound leadership and management

3.3 As part of the reorganisation process involving Bangor primary schools, full consideration will be given to the Education Department's Language Policy. Which sets the ambitious aim of ensuring that all the County's pupils have appropriate language skills in Welsh and English, to enable them to be complete members of the bilingual society of which they are part. This aligns well with the main aim of the Welsh Language Strategic Plan, which is to ensure the development of Welsh as a subject and pre-school learning medium, as well as promoting the use by our children and young people of Welsh as a social language.

3.4 Class sizes and age ranges within classes

The Education Department is planning to secure arrangements that will enable appropriate class sizes for the County's schools. Increasing the size of Ysgol y Garnedd to 420 would mean a structure that would include two classes for all ages i.e. access for 60 children in each year group, between Reception and Year 6 groups. It is anticipated that age range limits within existing classes in schools will disappear, which can help to overcome the challenges and effective teaching and learning problems that can occur when there is a wide age range in one class.

3.5 Number of pupils and surplus places

Pupil numbers in schools have changed significantly since 1980, with a 62% reduction in Ysgol Babanod Coedmawr and 68% at Ysgol Glanadda. During the same period, Y Garnedd numbers increased by 55%.

4. Statutory Consultation

4.1 In accordance with the School Standards and Organisation (Wales) Act 2013 and the statutory requirements of the School Organisation Code (006/2013), a statutory consultation period was held on the proposal with relevant consultees between 10 April 2018 and 13:00hrs on 22 May 2018.

4.2 A statutory consultation document was produced in accordance with the requirements of the School Organisation Code (006/2013). A copy of the document was distributed to all relevant consultees, either in hard copy or by sending an email that included a link to a dedicated page on the Council's website (www.gwynedd.llyw.cymru/modernisingeducation).

4.3 Hard copies of the consultation document were sent to the 3 schools that are part of the consultation, requesting that head teachers distribute these to the parents/ guardians of each pupil, members of staff and members of the governing body of the schools.

4.4 A background pack was also published, which included impact assessments of the proposal on the language, community and equality. Hard copies of the background packs and consultation document were distributed to all Catchment schools, local libraries, Bangor Leisure Centre and Siop Gwynedd Dolgellau, Pwllheli and Caernarfon, so that they were available for inspection by any member of the public. The document was also available to download from the Council's website.

4.5 During the consultation period, Gwynedd Council officers held "drop-in" sessions to discuss the proposal with Governors, teaching and support staff, parents/ guardians and the public. As part of the sessions, an exhibition of the information in the consultation document was held, and officers from relevant departments (e.g. education, property, Human Resources etc.) were available to

explain and respond to enquiries. There was also an opportunity for those attending to receive a hard copy of any documentation relevant to the proposal, and to submit written comments. 33 people attended the drop-in sessions.

The timetable for the sessions was as follows:

Date	Time	Location
Monday 30 April 2018	**16:00 – 20:00**	**Neuadd Reichel, Ffordd Ffriddoedd, Bangor, LL57 2TR**
Tuesday 1 May 2018	**14:00 – 18:00**	**Neuadd Reichel, Ffordd Ffriddoedd, Bangor, LL57 2TR**

4.6 In addition, a consultation document for primary school children was created with related questionnaires. It was arranged for a facilitator to visit the schools that were part of the consultation to hold sessions with the pupils, to glean their opinions, in consultation with the children of Ysgol y Garnedd Council and Ysgol Glanadda Council on behalf of the Bro Ddewi Federation. The facilitator's analysis of these sessions is available in **appendix 2** to this report.

In addition, additional questionnaires were received from Ysgol y Garnedd, in accordance with a session held directly with the Head teacher and pupils.

4.7 We received **68** responses to the statutory consultation, including responses from pupils, staff, governors, residents and individual as well as the following organisations.

- Estyn
- NASUWT
- Governing Body of Ysgol y Garnedd
- Staff at Ysgol y Garnedd
- Staff of Ysgol Glanadda and Ysgol Babanod Coedmawr
- Representatives of Ysgol Ein Harglwyddes
- Representatives of Ysgol Glanadda and Ysgol Babanod Coedmawr

4.8 This table sets out the number of responses received according to their connection with a specific school

Number of responses noted and connection with the school.						
Ysgol y Garnedd	**Ysgol Babanod Coedmawr/Glanadda**	**Ysgol Ein Harglwyddes**	**Ysgol Glancegin**	**Ysgol y Faenol**	**Ysgol Hirael**	**Ysgol Llandygai**
15	6*	37*		1*	1*	
Ysgol Cae Top	**Ysgol Tryfan**	**Ysgol Friars**	**Other**			
	1*	3*	10			

* Note that some individuals responded on behalf of more than one school

5. Comments received during the Statutory Consultation

5.1 The purpose of this part of the report is to present some of the main points that emerged during the statutory consultation period. It is not possible to respond to all comments in detail in the body of this report; however, a copy of a table containing all the comments as well as the Council's response is attached. This information is in **appendix 1** of this report.

5.2 As noted above, Gwynedd Council's analysis of the comments received in response to the consultation has been included in this report. Full/ original copies of the responses can be viewed at www.gwynedd.llyw.cymru/modernisingeducation - the personal information on some of the responses has been redacted in order to comply with the requirements of the Data Protection Act 1998.

5.3 The responses received detailed the following issues

- Support for the proposal
- Transport/traffic issues
- Language issues
- The consultation process/the consultation document/The Proposal
- Educational
- Design and resources of the new building
- Other (staffing/ funding)
- Estyn

5.4 Support for the proposal

5.4.1 A number of responses welcoming the investment was received, with the majority announcing support for the new proposed plans for a new building for Ysgol y Garnedd. Specifically, several comments welcoming a new building for Ysgol y Garnedd, such as: "Very happy that Ysgol y Garnedd is receiving a new School, it is clear from the evidence presented that a new building is required at Ysgol y Garnedd." In addition, it was noted that the project was a positive one for the local area, and in the long run that it will be a success.

5.4.2 As stated in the statutory consultation document, the Council believes that a proposed investment will address the strategic aspirations of Gwynedd Council and the Welsh Government to provide education provision, this would include:

- Improved consistency in the standard and quality of education provided in the catchment area
- Improved efficiency of the school estate, reducing the number of buildings in poor condition
- Make a significant contribution to reducing a number of surplus places
- Release a budget to spend on children within the education system rather than buildings
- Reconcile the number of schools to address demand
- Rationalise the cost per pupil in schools. Reduce the cost per pupil to equal or better than the County average of £3,777 for Primary.
- Improved consistency in class sizes and reduce the age range within primary school classes
- Improve the learning environment for more pupils and increase the number of pupils that will benefit from the 21st Century learning environment

- Ensure sound leadership and management

5.4.3 A response received from Estyn, stated that the proposal was likely to at least maintain the current standards of education, provision and leadership and management.

5.5 Transport/traffic issues

5.5.1 Several comments were received regarding concerns about Penrhos Road, stating that the lane was dangerous and extremely busy during specific times. The Council agrees that there is currently traffic issues in the area and that the plan needs to ensure that the traffic flow is managed better than it is at present.

5.5.2 Surveys looking into how pupils travel to school have been carried out. In addition, traffic surveys have also been carried out on Penrhos Road. The design team will work to mitigate risks relating to the traffic flow, pedestrians and cyclists and create safe routes to the School. There are already a number of options being developed that will allow traffic to be removed off the highway quickly and easily so that congestion can be avoided on Penrhos Road. This plan will therefore be an opportunity to improve the current situation.

5.6 Language issues

5.6.1 Comments were received noting concern about the continuation of the Welsh language ethos at Ysgol y Garnedd e.g. T*he Welsh language situation in the Bangor area is fragile, and it is essential that the proposed reorganisation does not inhibit the ability of the school to ensure that children achieve academically and be able to socialise through the medium of Welsh within and outside the school.* It is recognised that the change in language practices is a process that happens over time, with a number of different factors responsible for influencing the language habits of individuals. However, it is reasonable to expect that new pupils from non-welsh speaking families will benefit from the Welsh culture of Ysgol y Garnedd, which has a successful experience of promoting and using the Welsh language within the school.

5.6.2 It should be acknowledged that Gwynedd has led nationally on encouraging and influencing the social use of the Welsh language by children, by means of the introduction of the Welsh Language Charter that operates in every school in Gwynedd, and is a scheme that has now been extended nationally.

5.6.3 The same Language Policy applies to all Gwynedd primary schools. Looking at the evidence, and in accordance with the Language Policy, the medium of curricular provision is expected to be the same across primary schools, and all Bangor primary schools (apart from Ysgol Ein Harglwyddes) are successful in getting a significant percentage of the pupils to achieve the expected level in Welsh (first language) in the Foundation Phase and KS2.

The aim of the Language Policy "is to ensure that all the county's pupils possess the appropriate linguistic skills in Welsh and in English". This well matches the principal objective of the Welsh Strategic Plan namely to ensure the development of Welsh as a subject and learning medium from pre-school age onwards and promote our children and young people's use of Welsh as a social language. To achieve this ambitious programme, every establishment is expected to address the following matters.

- Establish firm foundations in Welsh in the Early Years, ensuring that pupils from an English speaking background have an opportunity to learn Welsh as soon as possible.
- At the Foundation Phase, build on the foundation laid at the nursery and reception stage through continuing to develop pupils' grasp of Welsh, and commence the process of developing their skills in English. In practice, this implies that the majority of schools will commence introducing English as a subject in the final term at the end of the Foundation Phase, focussing on developing reading, orally and writing skills in that language. Welsh will be the official language of assessment at the school at the end of the Foundation Phase.
- At KS2, continue to develop pupils' grasp of Welsh focusing on developing their skills in both languages. Pupils' progress in Welsh and English is assessed at the end of the key stage.
- At KS3, ensure that every pupil achieving level 3+ at the end of KS2 continues to follow Welsh as First Language to ensure appropriate progression and continuity.
- At KS4, ensure that every pupil studies Welsh as a subject until the end of Y11 and is assessed in Welsh at the end of KS4.
- At KS3 and KS4, use the information on previous achievement to ensure that every pupil continues to develop skills in Welsh and English through using both languages as learning medium.
- Ensure that pupils who learn Welsh at KS2 and KS3 learn Welsh as soon as possible and use Welsh as a learning medium.
- Improve pupils' knowledge and understanding of the cultural, economic, environmental, historical and language features of Wales.
- Develop the pupils to be responsible citizens so that they make a significant contribution to their bilingual community.

5.6.4 We received a response from Estyn connected to the Welsh language assessment that noted:

"The proposer has given very detailed consideration to the impact on the Welsh language by fully analysing the language charter data and by considering the 2011 census data to look at the linguistic profile of the Bangor and Pentir wards. It is difficult to predict accurately any impact on the Welsh language, but it is reasonable to expect that the new pupils of non-Welsh speaking families will be influenced by the Welsh culture of Ysgol y Garnedd, which has a successful experience of promoting and using the Welsh language within the school."

5.6.5 According to the language assessment, it shows (in addition to Ysgol y Garnedd) very high percentage of the children of Ysgol Glanadda believed that it was very important to speak Welsh. See the table below:

Percentage of children who think it is important to speak Welsh

I think it is important to speak Welsh	Very important	Important	Quite important	Not important	Not at all important
Ysgol Y Garnedd	84.4%	11.9%	3.8%	0%	0%
Ysgol Glanadda	95.2%	4.8%	0%	0%	0%

5.7 <u>The consultation process/the consultation document/the Proposal</u>

5.7.1 Some comments were received regarding the consultation process, specifically regarding the contents of the statutory consultation document. The relevant corrections are set out in the responses table in **appendix 1** (points 7.1 – 7.7).

5.7.2 Some comments received involving the proposed proposal which was the subject of the consultation, with some respondents indicating that they preferred option 10. It was noted that the Council had considered a range of different options before deciding to carry out a statutory consultation on option 3. All the options from the long list of options were evaluated to compare the main advantages and disadvantages of the options under consideration, and based on the results of that evaluation, it became apparent that option 3 would meet the requirements for primary education provision at Bangor, in line with the key factors prioritised by the Catchment Area Review Panel. It was also noted that option 3 meant that more pupils were likely to benefit from a world-class learning environment and resources.

5.8 Addysgol

5.8.1 Regarding the proposed size of Ysgol y Garnedd, comments were received about the proposal to build a new school with a capacity of 420. In response to these comments, the lack of capacity and poor condition of the existing Ysgol y Garnedd building has been one of the main drivers to reorganise the Bangor area. The Education Department considers that the capacity in question is appropriate and offers better opportunities to facilitate the arrangements of the new school's classrooms, as well as responding to the growing demand for future predicted places.

5.8.2 There were some comments indicating concerns about the proposed admission arrangements for the proposal. In response, if the proposal to close Ysgol Babanod Coedmawr and Ysgol Glanadda is implemented, the Authority will provide places for the pupils of the existing schools (subject to parental choice) at Ysgol y Garnedd. It is intended to use the same closing dates for applications, and the same date of decision for all applications and transfers.

5.9 Design and resources of the new building

5.9.1 Several comments were received regarding the design and resources that will be available as part of the new building for Ysgol y Garnedd.

5.9.2 Several people were concerned that the school's playing field was too far from the school building. They also noted concerns that no toilets had been provided on the playing fields for the pupils. In response to the comments, it was noted that the design team is giving consideration to providing toilets on the field. It was also noted that the plan includes several playing areas near the building for pupils from Ysgol y Garnedd. There will only be a need to walk to the formal playing field and this is located within a reasonable distance, and it will be similar to the situation in a number of schools across the County.

5.9.3 Some comments indicate concern about the plan for the car park at the new building, and the need to be close to the building in order to facilitate the transport of resources. It is intended that a designated parking for staff would be located within a reasonable distance. It was noted also that there would be unloading areas located near the school building.

5.9.4 In addition, comments were received regarding the design of the drop off location for children, along with one comment requesting protected use of the car park for Ysgol y Garnedd parents only. Careful consideration will be made as part of the design process and it is intended to place signs in the car park in order to identify any parking restrictions.

5.9.5 Two comments were received noting the need for an external learning area for the Foundation phase. In response to the comments, it was noted that this has been brought to the attention of the design team and that the current plans will include the installation of a canopy and fenced area for the Foundation phase.

5.10 Other

5.10.1 Some comments regarding staffing issues were received. Some of the responses from staff indicate concerns about posts should the proposed proposal be approved to close Ysgol Babanod Coedmawr and Ysgol Glanadda. There was also a response regarding the staffing of Ysgol y Garnedd following the opening of the new building.

5.10.2 As the proposal only includes a new building (and increasing capacity) for Ysgol y Garnedd, it is not anticipated that there would be a change to school staffing unless there is an increase in the number of pupils, and that the staffing structure needs to be reviewed to meet the need.

5.10.3 If Ysgol Babanod Coed Mawr and Ysgol Glanadda close, then existing staff posts will terminate. The Council will make every possible effort to try and support staff to relocate. In addition, it is the governing body's right in any school is to determine who they appoint to their schools, so the Council is not in a position to require a governing body to appoint specific staff.

5.10.4 Comments were received in relation to financial matters, including the cost per head for pupils. Based on the total allocation for a school, the 'cost per pupil' difference can vary from school to school due to a variety of factors, including minimum staffing, ALN, and the number of pupils eligible for free dinners.

5.11 Responses to the consultation with children and young people

As noted in paragraph 4.6 above, consultation sessions were held with a representation of primary pupils subject to this statutory consultation. It was arranged for a children and young people's facilitator to visit the schools to hold sessions with the pupils to find out their opinions. The facilitator's analysis of these sessions is available in **appendix 2** of this report.

The main points raised during the consultation with children and young people were as follows:

Ysgol Y Garnedd	Ysgol Glanadda
Majority in favour of the change.	Majority against the change.
Having friends is very important.	Worry what would happen to school and teachers.
Eager to have every possible opportunity with the best equipment/resources possible.	Eager to have every possible opportunity with the best equipment/resources possible.
Expand the opportunities available.	Worry about traffic due to location and numbers.

5.12 Estyn

5.12.1 Comments received from Estyn were noted as part of the consultation. They included:

"In deciding on this proposal, the proposer has considered in detail twelve different options for education reorganisation in the city of Bangor. The proposer has evaluated the options fairly against the advantages and disadvantages of a number of criteria, including; ensuring enough places for each pupil in the appropriate location, reducing surplus places, reducing the range of cost per head, ensuring a suitable size for classes, ensuring that head teachers do not spend more than 20% of their time teaching, and developing the school's use in the community."

"The proposer has provided tables showing the percentage of pupils achieving the expected outcome at key stage 2 for Ysgol y Garnedd and Ysgol Glanadda, and the foundation phase for the Ysgol Babanod Coedmawr. They show corresponding figures for Gwynedd and Wales for 2017. However, the proposer has not provided a summary analysis of the performance of the schools."

5.12.2 In response to the comment regarding the lack of analysis of the performance of the schools, it is noted that an appraisal of the performance of Garnedd, Babanod Coedmawr and Glanadda schools can be seen on pages 20 and 21 of the consultation document, and the findings are based mainly on the school's latest Estyn reports. In addition, on page 20, there is a table setting out the performance of the three schools in relation to the national system for the categorisation of schools.

6. Future Generations Act

6.1 The Education Department has a role to promote well-being goals within the Act among pupils of the County through activities and projects. The Act places a duty on public bodies in Wales to improve economic, social, environmental and cultural well-being. As part of the duty, the Council has published its well-being objectives in "Gwynedd Plan 2018-2023" which outlines how it will improve well-being.

6.2 Section 3.1 above sets out the proposed reorganisation provision for primary education in the Bangor catchment area. Following consideration and assessment in accordance with the requirements of the Act, it is concluded that this direction intertwines with the 7 well-being aims of the Act, and the Council's well-being objectives. This direction will allow us to respond to and meet the needs of children today, and also strengthen their well-being for the future. The proposed reorganisation will ensure that children in the area are educated on a modern site that provides a learning environment that is fit for the 21st century.

7. Summary

7.1 It is therefore recommended that statutory notices be released on the proposal to close Ysgol Glanadda and Ysgol Babanod Coedmawr and offer places to pupils in Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420. The intention is that the schools will close on 31 August 2020 and the new Ysgol y Garnedd building will open on 1 September 2020.

7.2 This recommendation follows the consideration of a wide range of possible options. These proposals were condensed to a long list of possible options, and these options were fully evaluated

when comparing major advantages and disadvantages against specific factors. The factors of the 'Primary Education of the Highest Quality for Gwynedd Children' strategy, factors in the Code of Organisation, the Bangor catchment vision, and other relevant factors were used.

The factors included, but were not limited to:

- Quality of Education
- Class sizes and age ranges within classes
- Pupil numbers and surplus places
- Learning Environment - quality and construction suitability
- Status/School Category
- Leadership and staffing
- The Community
- The Welsh Language
- Equality Impact
- Financial Resources
- Geographical Factors

This full options appraisal has already been submitted to the Cabinet for consideration on 13 March 2018, and can be found in **appendix 3.**

7.3 As part of this options appraisal, the findings of the **Community, Linguistic and Equality impact assessments** were also used. These assessments are included in **appendix 4**, and all the background documentation of the proposal is available on the Council's website www.gwynedd.llyw.cymru/modernisingeducation . In accordance with the Equality Act 2010, an equality impact assessment was carried out regarding the proposals. The assessments set out the current situation and showed that there are policies and arrangements in place that would ensure that the proposal considered and corresponded to equal rights. Having taken into account the relevant factors, it is concluded that there is a guarantee that equal opportunities will be promoted positively as a result of the proposal, and that measures are in place to ensure that there is no unlawful discrimination and harassment. There are also arrangements in place to monitor and review the situation. Therefore it is considered that the findings of the assessments remain current and relevant to a recommendation. *(Note that a correction has been made to Table 14 in the Community Impact Assessment: Community use of school facilities, this is due to an error in the original information published.)*

7.4 Following consideration of all the comments received during the statutory consultation period, it is considered that the proposal consulted upon continues to offer the best option for the future of education in the Bangor catchment area. An analysis of the comments received is contained in section 5 and **appendix 1** of this report, and the full responses are available on the Council's website www.gwynedd.llyw.cymru

8 The next steps

8.1 If the Cabinet decides to support the recommendations presented in this report, statutory notices will be required in accordance with the School Standards and Organisation (Wales) Act 2013 and the guidance of the School Organisation Code (006/2013).

8.2 The statutory notices would be published on a school day and there will be an objection period of 28 days from the publication of the notices. Anyone can object to the proposal.

8.3 Following the objection period, a report will be presented to Cabinet for a final decision. It must be remembered that there are some situations where the final decision of the Council can be referred to the Minister for Education and Skills, the Welsh Government in accordance with the School Organisation Code (006/2013).

8.4 Subject to Cabinet's decisions, here are the next stages of the process, with an outline timetable;

Steps on the journey	Outline timetable
Cabinet report following statutory consultation	3 July 2018
Publication of Statutory Notices and opportunity for consultees to object	September 2018
Final decision by the Council's Cabinet (possible for the proposal to be referred to the Welsh Government Minister for Education and Skills after this decision)	October / November 2018
Start the process of transferring to the new building	June 2020
Opening of the school	1 September 2020

9 Recommendations

It is recommended therefore to:

iii. Approve the proposal to close Ysgol Glanadda and Ysgol Babanod Coedmawr on 31 August 2020, and offer places to pupils at Ysgol y Garnedd (subject to parental choice); and increase the capacity of Ysgol y Garnedd to 420.

i. Approve the publication of statutory notices on the proposal in (i) above in accordance with the requirements of Section 48 of the School Standards and Organisation (Wales) Act 2013.

Local Members' Views

Any comments from the Local Members will be presented at the meeting.

Statutory Officers' View

Monitoring Officer

"The contents of this report has been the subject of legal advice by the Legal Service. No further comments regarding propriety"

Head of Finance

"I support the decision sought, and I encourage the relevant members and officers to continue with the wider project to review school organisation without delay."

Appendices

Appendix 1	Analysis of the consultation's responses
Appendix 2	Children and Young People's Consultation
Appendix 3	Options Appraisal
Appendix 4	Language, Community and Equality Impact Assessments

Responses to the Statutory Consultation to close the Ysgol Babanod Coed Mawr and Ysgol Glanadda on the 31st August 2020, and provide space for the pupils at Ysgol y Garnedd (subject to parental preference); and increase the capacity of Ysgol y Garnedd to 420

(Statutory Consultation Period 10 April 2018 - May 22 2018)

68 written responses were received during the statutory consultation period

Comments			Gwynedd Council's Response
1	**Support**		
1.1	Very happy that Garnedd is getting a new School. / As a teacher at Garnedd school, I'm very pleased to see the school getting a new building/school. The lack of space in the existing building has been a headache for years. / Pleased that Garnedd gets a new school / It is clear from the evidence presented that a new building is required for Ysgol y Garnedd. The plans looks exciting but many of us are worried about the lack of outside space. / Looking forward to having a new building that offers more space in the classroom and facilitates the learning! / The new Garnedd site plans look absolutely amazing, and would seem to provide a fantastic space for education and learning / Thanks for being part of the consultation, we as staff are very glad to have a new school for Garnedd. / Welcome that Garnedd get a new school. / Thanks Gwynedd Council! We welcome having a new school at Garnedd / Welcome the construction of a new school for Ysgol y Garnedd. / I very much welcome the news that there is a new school for the Garnedd: finally: great news! / I reluctantly support the plan option 3, which is to close Ysgol Glanadda and Coed Mawr and build a large new building for Ysgol Garnedd. I understand that as part of this option, a new building is in the offing for Ysgol Ein Harglwyddes if money is released for Band B. It is sad that Glanadda and Coed Mawr have to be closed. But a larger school funded in part by funds from a new development in the city is a reasonable compromise. / What parents want, on the whole, is a good, local school for their children.	13	The Council notes the positive comments here as part of this consultation Ysgol y Garnedd currently provides education for 305 pupils (reception-year 6) on a site that is designed for 210 pupils, with several pupils educated in an unsuitable space with the classroom sizes too small. During the independent survey of condition and suitability carried out by Faithful&Gould in September 2016, the building's condition was identified as being C-category, recognising a significant number of shortcomings. Parts of the building is made from wood, which makes it very hard to maintain. Although the school copes well with the situation, it is now unsuitable. Aspects of the new design for Ysgol y Garnedd includes elements that have been identified as examples of best practice from previous projects within the 21st Century Schools Programme. For example, innovative features will be used, such as toilets in an open area to prevent bullying, and flexible learning spaces.

	The measures proposed by Gwynedd Council at this time go a long way to address this		  The aim for the proposed investment is that it will address Gwynedd Council and Welsh Government strategic goals to deliver sustainable Welsh medium education provision, including: • Better consistency in the standard and quality of education provided in the catchment area • Improving the efficiency of the school estate by reducing the number of buildings in poor condition • Making a significant contribution towards reducing surplus places • Releasing funding to be spent on children within the education system rather than on buildings • Reconciling the number of schools to match the need • Rationalising the cost per pupil in schools, by reducing the cost per pupil to equal or better than the County average of £3,777 for primary. • Better consistency in the size of classes and a reduction in the age range within primary school classes • Improving the learning environment for more pupils and increasing the number of pupils who will benefit from a 21st Century learning environment • Ensuring strong leadership and management
1.2	As a professional childcare practitioner I welcome the proposal of the new plan, as long as the individual child's needs are carefully considered.		
1.3	Firstly, I believe that the project is a positive one for the local area, and in the long term will be a success		
1.4	We note that there has been a full consideration for the welfare and work conditions of the Head teachers in the document		
1.5	It is recognized and that the performance of the Coed Mawr schools has been lower than parents would expect. By building a new, bigger school, both of these issues can be resolved in a cost effective way.		
2.	**Design and school resources**		
2.1	According to the designs, Ysgol y Garnedd will own the current school field. If this is the case, there would be a need to have , toilets and first aid and resources on that site. Going back to the new school would be too far. / Hopefully, Ysgol y Garnedd will also have a school field on the new school site, it would be too far for the infants, for	15	

	example, walking to the existing school field / Distance of the "football" field cause some concern. What if a child had an accident / needs the toilet etc / Having the use of Ysgol Friars playing field would greatly improve the situation. It is too much to expect primary school children to walk all the way along the path to a playing field elsewhere. It's very impractical. / There are no toilets on the proposed playground. The children will not be able to leave the field to go to the toilets without a member of staff. This is not going to work / Concerned that a playing field is far from the school building. Physical Education Lessons - During the lesson children need to go to the toilet! Carrying equipment!!Weather – If it starts raining in the middle of a PE lesson - a bit of a way to walk back / Important that children have a field to play - play time to naturally develop their social and physical development. / The location of the playing field is currently too far from the school site. Physical Education lessons would not be feasible if the plans were to stay like this. / No toilets near the playing field - this is likely to create difficulties in supervision - especially when considering the age of the youngest pupils. / Is there enough playground for all pupils during break times? / Concern that the playing field is too far from the site. Children need to go to the toilet during the physical education lesson! Staff member having to take child to the toilet - insufficient supervision.Carrying equipment is a problem due to the distance.Weather – raining and everyone is wet for the rest of the day. Lack of field - conditioning of play and physical development of a child. / Concern that the playing field is too far and not enough playgrounds on the grass. / The plans address most of the concerns I have about the current building. However, I am concerned that the pupils will not have sufficient access to grass/playing fields during break times. The outside area available during these times is less than currently available and there will be more pupils in the school. I hope this is addressed and more grass is put aside for this use. / Page 27 “provide an all-weather play area with a tarmac surface” I’m concerned that the school will no longer have a grass playing fields for break times, rugby/football or sports days, also see daily post 18th April 2018, and how a tarmac playing area can be dangerous if not thought out properly, please		Agree with the comment, toilets on the playing field are being considered by the design team. The plan includes several play areas near the building for Ysgol y Garnedd children. There will only be a requirement to walk up to the formal playing area and this is considered a reasonable distance. It will be similar to the situation in a number of schools across the County. Playing fields will be available for sports and also hard surface areas, the area size will be in line with the 21st Century Schools design standards. A full impact assessment of the sites has been undertaken and has identified this site as the most appropriate site for the new building for Ysgol y Garnedd.

	consider keeping the current playing field and with proper drainage it can be used all year, I understand that removing any green areas from the school would save money on grass cutting but it would have an affect on the health and Wellbeing of the children / Concern was expressed about the distance between the sports field and the school that could impact on its use – time for pupils to walk there and back, effect of weather etc. Is it possible to locate the sports field on the Friars School side of the new school rather than the current location, where it will be used more effectively?		
2.2	It is important that there is a designated car park for the teachers and staff of the new Garnedd. / Need a dedicated car park for staff. This will have to be close to the school building as it is necessary to carry and transport resources, e.g. books, to and from the car to the class daily.	2	There will be designated parking for staff, and the distance will be reasonable. There will also be unloading bays in close proximity to the building.
2.3	In terms of outside space, for the foundation phase, there is a need for a field to create an outdoor garden or learning area. This is expected in the curriculum. / Foundation phase – Closed space required (outside) so that outside is part of the class. A hedge may be required to divide the Juniors section playground and Yr 1 and 2. Yr 1 and 2 out in the outdoors class room and the Juniors playing and being noisy	2	The Authority acknowledges the response relating to the external space, and relevant matters will be transferred to the design team. As part of the design, a canopy and fenced area for the Foundation phase will be incorporated as part of the design.
2.4	As residents whose home backs onto the proposed new building, we are <u>very</u> concerned with the visual impact of the elevation of the outlined structure. No landscaping to minimise the visual impact from our property and adjoining properties, has, at this stage been included on the plans.		The response has been noted. The design will consider the landscaping and will respect the neighbours of the school, by ensuring that any mitigation measures and any effect.
2.5	The location of the new building should also be carefully considered with its close location to Ysgol Friars, and the disruption this could be caused by junior and secondary school children being so close by during outside play and lessons		The response has been noted. A fence and a planning area will be provided between the Primary and Secondary. The design will ensure there is no negative effect.
2.6	The land earmarked for the construction of a new school for the Garnedd is wet. / *Confirmation is required that adequate drainage work has been scheduled as part of the Construction work on the new shool site in order to avoid wet playground and playing fields*	2	Rigorous surveys were carried out on the land and its drains and the school is being planned accordingly.
2.7	We are concerned that we have not been informed about building of a new ysgol y Garnedd in the playing fields of Friars school. This will		Traffic control will be considered carefully in the existing entrance to the school. In line with any proposed changes appropriate considerations will be made to manage traffic issues.

	have an impact on the Avenue, with many school children walking up our road and also parents driving up our 'private' road to drop the children off, Rumors of a one way system, driving down into Garnedd and exiting Penrhos Avenue or vice versa., To pull out Penrhos Avenue is dangerous as many cars speed down Penrhos road and there is a bend. Very dangerous for children to cross there.		A one way system including Penrhos Avenue is not currently under consideration.
2.8	Noted in the table section 6, the date of "1 September 2020" as "implementation date" for new Ysgol Y Garnedd, but in section 6.6, it is noted that the expected Construction completion date is "Easter 2019". Therefore, is the correct implementation date September 2019??		Subject to the necessary Cabinet processes, construction is planned for completion by the summer of 2020, with the proposed reorganisation coming into effect on 1 September 2020.
2.9	There was concern about the lack of time for input for the school's final design. So as to complete a meaningful consultation, sufficient time is required to provide feedback in order to shape the final design		Discussions regarding the design has already taken place with the stakeholders and will continue to do so along the way. The design/plan will be displayed publically during Summer of 2018 and information regarding the Planning application will also be available to the public.
2.10	There were concerns about the design of the pupil drop off point as regards Health and Safety implications. It was felt that a better design was required so as to ensure the children's safety. These comments come from the experiences of the arrangements at Ysgol y Garnedd, bearing in mind the increase in the level of traffic and increase in the number of drop offs due to the increase in the school's capacity.		Traffic surveys have been conducted on Ffordd Penrhos and surveys of how pupils travel to the school have been made. The design team is working to mitigate risks, traffic flow for pedestrians and cyclists and create safe routes to school. Design of traffic flow and pedestrian routes will be considered carefully by the design team to ensure that the design is safe.
2.11	Can the new school's location be re-considered within the premises in order to make maximum use of sunlight bearing in mind the school's proposed location which is in a dip and in the shade due to the trees. If the natural light within the school is higher, it has a more positive impact on the pupils.		We agree that natural light is important in order to teach, the design aims to make the most use of the natural light in the teaching locations.
2.12	Is it possible to reserve use of the car park at Ysgol y Garnedd for the use of parents of Ysgol y Garnedd pupils only, noting that through placing specific signage and implementing through a specific management system? That would avoid adding to the Health and Safety implications where the parents of pupils at Cae Top and Friars drop off their children and park their cars at Ysgol y Garnedd car park.		Signs will be provided in the car park noting the parking restrictions. Any new arrangements resulting from the proposed scheme will communicated to parents and school staff.

3	Traffic		
3.1	A great plan, but you have to think about the pupils walking to school and crossing the Penrhos road - which is busy and dangerous. / This is obviously an important issue, where the facts have not yet been established. Penrhos road is already extremely busy at peak times, and this proposal will only exaggerate this situation. / The traffic issues around the present Penrhos Road on school mornings is a big problem as it is also the main Bangor – Ysbyty Gwynedd feeder Road. The area can be grid locked in the morning and afternoon school runs. / A need for a crossing(s) on Penrhos Road. Actually I believe that it needs to be considered more widely than that and addressing the promotion of walking routes to schools, to reduce the use of cars etc. The necessary element of that is safety of course, but also to motivate parents to choose walking as the first option. Simple things such as directions on pavement and lower road crossing areas as well as the main roads could create the desire and reassurance that many use the same paths - but I do not, of course, claim to have a specialty on such a subject / The important thing is that these considerations are included from the start and not as a post-attachment late in the day. When included in the original plan then there could be a specific funding in the scheme's finances. / Please consider the traffic in the area when planning and especially building. / I disagree with the closure of Glan Adda and Coed Mawr schools, due to traffic, access to local education, among other reasons. There is a gridlock on Penrhos Road at peak times. Closing these schools will only increase traffic and make traveling more dangerous. This will reduce pedestrians and cyclists because of the parental concerns about safety / I would like to see concrete plans for safe cycling and walking routes to the school included in the plans. / Due care needs to be made to the location of schools for traffic considerations and also parent ease to walk children to school / I think that the suggested option is going to deprive children of a wide area of Bangor from an educational establishment in their area and drive young children to the centre of traffic that is already extremely busy and there is no consideration of that in the proposal. Furthermore, no significant consideration has been made to try to reduce the traffic on the Penrhos Road and from	11	Traffic surveys have been conducted on Ffordd Penrhos and surveys of how pupils travel to the school have been held. The design team will be working to mitigate risks, traffic flow for pedestrians and cyclists and create safe routes to school.

	building a school with 420 pupils on a site next to the Garnedd, it will worsen the situation that is already unacceptable./ On a general point I feel that the suggested proposal loses an opportunity to make a difference to the city's traffic situation that is totally 'gridlock' at times in the day.		
3.2	You also know that the city of Bangor expects to attract money from the town centre's resource improvement plan and reconciling the needs of the schools with some of these plans would be able to transform the city's walking / Serious Consideration should be given to re-opening of Bryn Tawel Road and let traffic get off the Menai Bridge and go around the football field roundabout and then up to Bryn Tawel. It would not be extremely expensive to do and would give everyone an opportunity to have an additional choice of access to Tryfan to expand the areas that, Friars and Cae Top schools. / We as a Council have been pressing limit the speed of vehicles to 20mph. If more children are motivated to walk then that in it would be a big contribution, and so I suggest that you put pressure on the highways department to make relevant recommendations regarding this matter.	3	Response noted. We will pass the suggestion on to the Highways department.
	Human Resources		
4.1	I believe that staff from the existing Ysgol y Garnedd will automatically continue their employment in the new building. Is this fair? (I am referring to option 3 and option 10.) / As the school is being badged up as a "New Garnedd", my understanding is that all current Garnedd staff have an automatic "right" to their job, whereas staff in the other affected schools would need to apply for any surplus jobs. I disagree with this for the following reasons: Fairness – I believe that all staff should be treated equally, either all getting a job, or all required to apply for the available positions	2	Due to the fact that Ysgol y Garnedd is only a new building, it is not anticipated that there would be no change to the school's staff unless there is an increase in the number of pupils and that the staffing structure needs to be reviewed to meet the need

4.2	I am anxious about the staffing situation. Having been told the closure of Coedmawr and Glanadda will result in job losses and redundancies is horrible, whilst Garnedd will not suffer any staffing issues, We are now a de-moralised workforce with people already looking for more permanent posts, worried about what will happen in the next 2 years. This should be an opportunity for the council to have “the best of the best” at their disposal, to ensure the best education for the new Garnedd pupils. Instead, it feels like hardworking individuals will lose out, a move that will ultimately affect the children, A board in the drop in session claims that the move will “ensure appropriate arrangements for the pupils of Coedmawr and Glanadda” however we have been told that even the Additional Learning Support Assistants will lose their jobs Some of these Assistants have been working with a specific child for years. The loss of that constant support and relationship in favour of a new Assistant could be detrimental to some children and would certainly go against “ensuring appropriate arrangements”, after all, it should always be the children that came first./ The only consideration of the teachers' welfare and work conditions is the effect of smaller size classes in terms of numbers. The document states that closing Coed Mawr and Glan Adda will lead to redundancies. The pupils of these two schools, probably, will move to the new school. There will therefore be a need for more staff on the new school for the increase in pupils and also the above aspiration for smaller class size, NASUWT is surprised that there has been no consideration of this approach to staff. There is an opportunity here to use Coed Mawr and Glan Adda staff to fully meet the aspiration of the new school. This will greatly reduce the need for compulsory redundancies; it will ensure the learners transfer smoothly to the new school for the children of Coed Mawr and Glan Adda and will ensure the smaller class sizes.	2	If Ysgol Babanod Coed Mawr and Glanadda closes, the current staffing posts will expire. The Council will make every possible effort to seek support for staff to be re- located. Due to the choice parents have in relation to applying for admission to school, there would be no confirmation where Ysgol Babanod Coed Mawr and Ysgol Glanadda pupils would attend. In addition, it’s the governing body's right of any school to determine who they appoint to their schools, therefore the Council is not in a position to require the governing body to appoint specific staff.
5	**Financial**		
5.1	I am very much sorry to see the budget sheet (cost per pupil) that is on display. I see that other schools get more money (cost per pupil) than Garnedd. Should not all children have the same cost per pupil? A child is a child wherever he or she is. / As a Governor at Ysgol	2	Based on the total school allocation, a difference in the 'cost per pupil' can vary from school to school because of the following - • Minimum staffing protection

	Glanadda and Ysgol Babanod Coedmawr, I feel that the option of going with option three rather than option ten is based on misuse of statistics. As there are fewer pupils at the above schools, per capita cost will be much higher than those schools with more pupils. Using that as a justification for the other option is wrong and gives the impression that the governors do not have control of their budget which is again incorrect.		• Additional Learning Needs • Number of pupils eligible for free lunch • The building area and the grounds • Type of Energy and energy use • Non Domestic taxes • Average salary for teaching staff The 'cost per pupil' by age is the same form school to school in the primary sector - nursery £ 1,000 / Foundation Phase £ 2,500 / Key Stage 2 £2,600
5.2	Bringing Coedmawr and Glanadda on one site would save the council financially.		Normally, there would be net financial saving (having considered any increase in the cost of pupil transport) that would result from the closure of a site.
6	**Other**		
6.1	As a resident living close by Ysgol Babanod Coed Mawr I am requesting your post use policy for the above site? / As a resident living in the immediate area, I am concerned about what will happen to Ysgol Babanod when closed, and I request that as residents we will be keeps updated, and we hope that the community will be informed about the post-use policy. Diolch.	2	Gwynedd Council has a specific post-use policy for school sites. If this proposal is implemented, the discussions of post-use sites that are not part of the proposal will be carried out in accordance with the policy. If there is a local demand, the Council will ask its Regeneration Officers to support the community in considering any post use of land and buildings released as a result of the proposal.
6.2	Branding – For the reasons above, I don't feel that the "New Garnedd" branding is good as it could create resentment amongst staff and pupils of the current Garnedd having to share their school with outsiders. It would be better to call the school by something completely new, as that in reality is what is it - a new school. Representation from all schools is needed for Governors, staff (above) as it will be for pupils.		As part of the proposal, the Garnedd building is unsuitable, therefore, receiving a new building for the school in September 2020. Changes to the governance or management arrangements of the school will not be part of the proposed change. Ysgol y Garnedd will move to the new building by the Autumn 2020.
6.5	A new school at Ysgol Tryfan is needed, as a matter of urgency.		Consideration for the secondary provision of the catchment area has been included as part of a long-term vision for the area. See below: **Option 3:** Extend Y Faenol increasing capacity from 186 to 315. New school for Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes. It is intended to hold further discussions with the secondary sector stakeholders shortly.

6.6	What perplexes me that most is that two schools that I know of, on this proposal have recently had completely new buildings, yet they are being considered for modifications/improvements in this current (Band A) funding. / Glanadda School has no building issues and if the council agreed to option 10 it would keep a community school alive in a much deprived area	2	In accordance with page 25 of the consultation document part 6.5 Condition and Suitability of the buildings. Almost all elements of the structure at Ysgol y Garnedd now need work. Extensive parts of the structure are made of wood and thus maintenance can be difficult. The number of pupils in the School is more than the school's official capacity, with a number of pupils being educated in an unsuitable space. Class size is too small. Ysgol Babanod Coedmawr is not in a good condition and needs to be re-wired, the flat roofs refurbished, new windows and work completed on the kitchen. It can be maintained but it will not be of standard construction and will require ongoing investment. The school's plan is rigid and the size of classrooms is not to the current standards. The site is limited and cannot be expanded Ysgol Glanadda is a Victorian stone building and can be maintained continuously. The windows, roof and kitchen needs work. Otherwise it is in an acceptable condition. The school's plan is rigid and the size of classrooms is not to the current standards.

			<table><tr><th>School</th><th>Condition Category</th><th>Shortcomings of Suitability and Condition</th><th>Cost of Maintenance Required</th></tr><tr><td>Ysgol y Garnedd</td><td>C</td><td>• Suitability - The number of learners in the School more than the official capacity of the School. Number of learners being educated in an unsuitable space. Class size's too small. Condition - • Almost all elements of the structure now need work. Extensive parts of the structure are made of wood and thus maintenance can be difficult. In the future, extensive parts of the building would require renewal and even then it would remain unsuitable for purpose.</td><td>-</td></tr><tr><td>Ysgol Glanadda</td><td>B</td><td>• Suitability - The School's Plan is rigid. Size of classrooms not to current standards • Condition – • Need to refresh windows • Need to upgrade the kitchen ventilation system • Need to renovate the barge board of the roof • Need to paint outside</td><td>£85,000</td></tr><tr><td>Ysgol Babanod Coedmawr</td><td>B</td><td>• Suitability - The School's Plan is rigid. Classes too small. Site is limited and can't be expanded. • Condition – • Need to renew the electrical system. • Work for playground • Need windows refreshment • Need to refurbish parts of the kitchen including improving the ventilation. • Need to renovate flat roofs</td><td>£245,000</td></tr></table>
6.8	The importance of a healthy and respectful relationship with Ysgol Friars was noted when planning the school. A fence and a few trees between both schools will not be enough to protect the younger pupils at Ysgol y Garnedd from possible unacceptable behaviour (e.g. bullying, threats) from the much older pupils at Ysgol Friars.		School boundaries will be designed as part of the design to ensure that there are suitable arrangements for both schools.
6.9	It is recognised that Ysgol y Garnedd, is specifically a Welsh medium school, and has successfully achieved it's aims since it's opening 40 years ago, and it's popularity obviously proves the level of education received there and the dedication of the teachers and other workers under difficult circumstances.		The aim of the Language Policy is the same across all the county's primary schools, namely to develop the ability of each pupil to be confident in both languages by the end of KS2. Welsh is the official language of assessment at the school at the end of KS1. In KS2, we continue to develop pupils' grasp of Welsh, paying attention to developing their skills in both languages.
7	**Consultation process/ consultation document**		
7.1	I would like to point out two errors first of all in the consultation document. The school is a bilingual school not a Welsh medium school. The most recent inspection was in 2017, not 2011 and the		Gwynedd Council acknowledges the comment. The relevant information is included in the table below.

	school received five judgements of “Good”. There was no Estyn follow up.		
7.2	In section 6.16 "Information on Additional Learning Needs", there is no mention of the Early Years Assessment Unit, which is currently located at Coedmawr. There is talk about the Language Resource Centre, but this centre has not been in Coedmawr since September 2017. Can you please, check this section and change the information to what is correct. Early Year difficulties, speech development, and for children who have /or is going through a diagnosis process with Autistic Spectrum Disorder.		There are currently two Centres located at Ysgol Coed Mawr, which is the Early Years Assessment Center and the Communications and Interaction Centre. Both Centres will remain on the site of Ysgol Coed Mawr at the moment but will be relocated in the new Garnedd building.
7.3	My understanding that any children with additional educational needs will be removed from Garnedd to Glan Cegin, is this correct? If it is correct the distrusting of moving the children would be incredible.		There are no plans to move children from Ysgol y Garnedd to Ysgol Glancegin.

7.4	Page 32, this table is incorrect, the school has a Cylch Meithrin and a school holiday club, it might not be on the same site as the main school but it's there and it's very popular, please don't forget about it.		Gwynedd Council acknowledges the comment. It is noted that Ysgol y Garnedd has a Cylch Meithrin and a school holiday club. It is intended to ensure that a space for the Cylch Meithrin is included in the new building. It is noted that a corrected version of the table will be included in the statistics pack.
7.5	Page 23 of the document "It would be a matter for the governors of Ysgol Y Garnedd to determine the size and distribution of school resources" however on page 32 "It's not anticipated that there would be no changes to the current staffing structure at Ysgol Y Garnedd" it will be a bigger school with bigger classes and more children in each year but the amount of teachers will stay the same		It is not envisaged that the proposal will have a negative effect on Ysgol y Garnedd staffing structure. It is anticipated that additional posts will need to be considered as part of the structure as the school numbers may increase, this would be a matter for the governors to decide.
7.6	The map shown in the consultation is incorrect as Ysgol y Garnedd is in the Glyder ward (with Cae Top, Friars and Tryfan). The Hendre and Deiniol ward is currently two separate wards.		Please note that this is a map is showing school catchment areas only rather than elected wards.
7.7	Although we represent the Catholic community we are also Welsh and I, personally, am offended that the only catholic school on this form has it's English title used.		As part of the consultation a bilingual version of all consultation documents and the response form was published. All of the documentation was also available on the Council's website.
8	**Language**		
8.1	I hope that the Welsh ethos of the School will continue. / That the spirit and a strong Welsh ethos continues. This provision needs to continue / Need to keep the standard of the Welsh language high as it is at present! / Hoping that the Welshness will remain as strong as it is at present. / Worry about the future of the Welsh Language more than anything.	5	Gwynedd Council recognises the importance of ensuring a Welsh ethos in each of the county's schools. As part of the Language Charter expectations, Ysgol y Garnedd will be required to consider the linguistic context of the new school, and plan appropriately to promote and facilitate the Welsh ethos in the school, along with the use of Welsh amongst the pupils as part of the expectations of the implementation of the Language Charter. "It is difficult to predict precisely any impact on the Welsh language, but it is expected that the new pupils of non-Welsh speaking households will be influenced by the Welsh culture and ethos of Ysgol y Garnedd.
8.2	The proposer has given very detailed consideration to the effect on the Welsh language by analysing Welsh Language Charter data in full and by considering data from the 2011 census to look at the linguistic profile of the Bangor and Pentir wards. It is difficult to predict precisely any effect on the Welsh language, but it is reasonable to expect that new pupils from non-Welsh-speaking families will be influenced by the Welsh culture at Ysgol y Garnedd, which has successful experience of promoting and using the Welsh language within the school		
8.3	The situation of the Welsh language in the Bangor area is fragile, it is imperative that the proposed reorganisation does not detrimentally affect the school's ability to ensure that not only children succeed academically through the medium of Welsh, but they also enjoy an		

	atmosphere where they can and wish to interact easily through the medium of Welsh with teachers and their fellow pupils, both at school and outside.		
8.4	Children who have spoken English on the playground cannot be expected to turn overnight to use Welsh in school to that effect. The danger is that no-one knows how long the "period" would be.		Changing language practice is recognised as a process that takes place over time, with a number of different factors responsible for influencing individual language habits. However, it is reasonable to expect that new pupils from non-Welsh speaking families take advantage of the Welsh culture of Ysgol y Garnedd who has a successful experience of promoting and using the Welsh language within the school. It must also be recognised that Gwynedd has led nationally on encouraging and influencing the social use made by children of Welsh language through the Welsh Language Charter that is operational in every school in Gwynedd, and a scheme that has now been rolled-out nationally. As part of the Language Charter expectations, Ysgol y Garnedd will be required to consider the linguistic context of the new school, and plan appropriately to promote and facilitate the use of the Welsh language amongst the pupils as part of the Language Charter. It is anticipated that an increase in pupil numbers at Ysgol y Garnedd will come from pupils within the Bangor locality which will differ from the proposed Morbaine development, which could have led to the immersion of non-Welsh populations to the city. The impact assessments have been prepared in accordance with Government guidance (School Organisation Code 2013) which states as follows: "The Welsh Government is of the view that the requirement to carry out assessments should not be overly burdensome and it does not consider that such work needs to be commissioned by external consultants".
8.5	The Authors of the Assessment seem to have invested a lot in the hope that eventually it's possible to immerse, but it's very short of detail of how the expected change of speaking English to Welsh will happen. It doesn't appear that there is any plan, any set goals, any timetable.		
8.6	Another possibility (not outlined in the Assessment) is that the proposed reorganisation would result in a permanent change in the language that pupils socialise at Ysgol y Garnedd from Welsh to English		
8.7	If you remember, the proposed Morbaine development at Pen-y-Ffridd was likely to result in the changing language used on the playground at Ysgol y Garnedd from Welsh to English, as Gwynedd Planning Services admitted at the time, one of the factors that raised so much objection to the proposal. The Council itself now appears as if it were willing to venture that through the proposed reorganisation.		
8.8	The Assessment was made by Gwynedd Council itself. Someone would think that an external agency with specialist knowledge of language sociology should have been asked to be objective and impartial. It is not even clear that the views of the Council's Language Unit or 'Hunaniaith' were requested: it does not look as if it was done. In all cases, those responsible for the proposed reorganisation have created a plan, assessed themselves, the options and make it clear that they favour Option 3.		
9	**The Proposal**		

9.1	Although I welcome new monies for the improvement of Education in Bangor. I am strongly against the option proposed. Option 10 would mean a smaller new Garnedd school therefore being cheaper to build. It would also allow more free space for the pupils / I would like to see option 10 being taken up and turn Bangor into an area of excellence for sports in north wales and produce elite athletes of the future / It is disappointing to see Glanadda/Coed Mawr closes rather than coming together in one building. Consideration should be given to the needs of all the schools in the catchment area	3	As part of the process of identifying the preferred option, the options of the long list were evaluated to compare the main advantages and disadvantages of the options under consideration. Four meetings of the Catchment-area Review Panel (CRP) were held between June and November, with the last meeting on November 29, 2017. During the meetings, several options for primary education in Bangor were considered in relation to future sustainability, including an appropriate response to an increase in the demand for places in the Penrhosgarnedd area and improving provision for the city's learners. As part of the process, several aims for consideration were identified for learning provision in the Bangor catchment area namely to: • Ensure an adequate number of places for every child in the appropriate locations; • Ensure that no school is overcrowded; • Ensure that no school is assessed as being in condition C or worse; • Reduce substantial surplus places in schools or increase effectiveness; • Reduce range cost per head for educational provision in the catchment-area; • Ensure that class sizes are appropriate in the primary schools; • Ensure that there are not over 25 pupils of the same age in one class; • Ensure that there are no more than 20 pupils of different ages in one class; • Reconcile the quality of education in the catchment-area; • Ensure that no head teacher spends more than 20% of their time teaching; • Develop the use of schools as a community resource; • Improve additional learning needs provision in the catchment area. Based on the results of the options appraisal it was identified that option 3 meets the needs for primary education provision in Bangor had been measured against the key factors identified during the CRP meetings. Option 3 also ensures that more pupils have the opportunity to benefit from a world-class learning environment and resources.
9.2	I believe that the proposal is not entirely fair Ysgol Glanadda as there is no mention that the school has a football pitch that is a distinctive resource.		We recognise that Ysgol Glanadda has a football playing field.

9.3	In light of Glancegin recently opening as a new school – why is there need to increase Capacity? Was this not planned for during the new build process?		As part of the Band A of the 21st Century Schools Program, the Council was able to attract £5.11m towards building a new school for 240 pupils (including 30 nursery places) in Maesgeirchen instead of the previous Ysgol Glancegin. When the original application was submitted, there was a significant number of surplus places in the school, with a number of children attending other schools in the catchment area. The plan for the new building allows flexibility to adapt some areas in case future growth of the children of the catchment area.
10	**Educational matters**		
10.1	This will leave the people of Coed Mawr without a local school. The catchment area for the Garnedd school is the whole of Bangor because, back in the day, it was the only Welsh medium school for the area. Nowadays, all schools in Gwynedd aim to provide excellent Welsh medium education. Also, the relocation of Cae Top school to the Friars site existing catchment area, means that the local school for people of Garth may well be Hirael School. Were there to be no changes to the catchment areas, then the people of Coed Mawr would either be at a disadvantage in getting places in Garnedd school because they would be competing with other children around Bangor or they would be at an advantage over everyone else by being given preferential treatment for places in Garnedd. I would propose that in addition to the closure of the Coed Mawr schools and the rebuilding of the Garnedd school that the catchment areas within Bangor are revised taking into consideration the new locations of schools and also removing the, now unnecessary, whole of Bangor catchment area for Garnedd school. (The whole of Bangor catchment area of Our Ladies should remain as it, uniquely, offers a Catholic education.)		The resident of the Coed Mawr area will have two catchment area schools (Garnedd and Ein Harglwyddes), both of which, geographically, can be considered as local schools to the Coed Mawr area. The situation regarding other schools being closer to some pupils than the catchment area school is not unique to Cae Top. If the proposal to close Ysgol Glanadda and Ysgol Babanod Coedmawr is implemented, the authority will provide space for the pupils of the existing schools, subject to parental choice, in the new school.We anticipate that the capacity of the new Garnedd building will be sufficient to meet demand. However, should there be more applications than places, the Authority's oversubscription criteria would be applied, one of which is the distance from the home to the school. In considering the close proximity of Coed Mawr to the site of the new Garnedd building, it is not foreseen that the people of Coed Mawr would be at any disadvantage. Again, should there be more applications than places, the Authority's oversubscription criteria would be applied consistently for all applications. No one would be given preferential treatment for places. Due to the land available and the geographical locations of the schools we do not propose to review the entire Bangor catchment area of Garnedd.
10.2	Allowing Glanadda and Coed Mawr to deteriorate in numbers whilst allowing Garnedd to oversubscribe by so many has also added to the problems in Bangor. These "historical" decisions have been the fault, in part, of the council. Future decisions need to be fully comprehensive and include all pupils and schools. We are a viable school and a viable choice for parents / Gwynedd Education have allowed Ysgol y Garnedd to be oversubscribed with over 150 children how has this been allowed to happen	2	Unfortunately, the decline in pupil numbers at Ysgol Glanadda and Ysgol Coed Mawr has been driven by parental choice. Over the years, Ysgol y Garnedd have assured the Authority that they were able to accommodate the higher numbers than the suggested capacity calculation for the school. Allowing these higher numbers ensured that the Authority was able to accept all catchment area applications on time.

10.3	Have the parents of Glanadda and Coed Mawr been approached about their choice of where they wish their children to go if those schools mentioned were to close? Assuming they would just go to Garnedd – resulting in a big increase / Have parents of Glanadda and Coedmawr been asked about their preferences of where they wish their child/children to go if those schools were to close? Or is it being assumed they would all go to Garnedd? Hence such a big capacity increase	2	The parents of Ysgol Glanadda and Ysgol Babanod Coed Mawr were not approached regarding their choice of which school they would wish their children to attend if those schools were to close. There will be capacity in the new Garnedd building for the pupils of Ysgol Glanadda and Ysgol Babanod Coed Mawr, but, as ever, parents may express a preference for different schools.
10.4	Continuity – The children who are moving schools would benefit from being around the staff members that they have come to know and trust over the years (especially one to one staff). Quality – The staff in the Garnedd schools are not necessarily better than those in the schools proposed for closure, despite what Estyn reports suggest! By ensuring that all staff have an equal opportunity for the jobs, this would ensure that the skills across all schools are retained for the benefit of the pupils.		Estyn is the recognised regulatory body on schools. Estyn's purpose is to inspect the quality and standards of education and training in Wales. If the proposal was to be implemented - Ysgol y Garnedd would be relocated, so staff will transfer directly to their posts at the new school.
10.5	The only concern is that a capacity of 420 is too high - if Gwynedd Council's ideal number is 25 in each class. Worried about changing the ethos of the school, and will there be a number of surplus places in the new Garnedd? The important next step will be to have a new school and a purpose built building for the Tryfan school to attract Garnedd pupils / The number earmarked for Ysgol y Garnedd is too big, and it will be very difficult to maintain Welsh medium education with such large numbers		The capacity and condition of the existing building at Ysgol y Garnedd has been one of the leading drivers for the need to reorganize the Bangor area. The education department considers that the capacity in question is appropriate and offers better opportunities to facilitate the distribution of new school classrooms, as well as responding to the growing demand for future predicted places. We have an example of a similarly successful school in terms of the Welsh language.
10.6	It was noted that there was no mention of extending Ysgol y Faenol in the preferred proposal and the proposal that is the subject of the statutory consultation; namely the closure of Glanadda and Coed Mawr, and the construction of a new school for the Garnedd and increasing the capacity of the school to 420. It was felt that the extension of Ysgol y Faenol has to take place and run hand in hand with the Ysgol y Garnedd's building timetable in order to realize the right of parents "to choose an alternative placement for their children if they wish". Otherwise, Coedmawr and Glanadda parents will only have the option to send their children to the new Ysgol Garnedd where capacity is available.		As noted on page 5 of the consultation document. As part of the favored option, the need to increase the capacity of Ysgol y Faenol has been identified to compliment the possibility of an increase in a number of pupils arising from factors such as housing development in Penrhosgarnedd, and the existing capacity of the school. This will be the subject of a separate consultation that will run side by side to the Garnedd process. Any applications for admission will be subject to parental preference.

10.7	It was noted that it would be useful to arrange to ask the parents of the current children of Coedmawr and Glanadda to which school they would like their children to go when Coedmawr and Glanadda close, in order for local schools to plan ahead.		As part of the proposal the authority will ensure space for the existing pupils of Ysgol Babanod Coedmawr and Ysgol Glanadda in the Garnedd new building. It is intended to use the same closing dates for admission applications, and the same decision date for all applications and transfers. It is therefore aimed at getting the information about new pupils to Ysgol y Garnedd by the end of April 2020, to enable local schools to plan ahead.
10.8	In order to achieve the Council's objective, the maximum class size "25 pupils of the same age-group in a class" are noted. Based on a school with 'two tier' classes, this would lead to a school with a capacity of 350, or 400 including nurser. How then has a figure of 420 been reached for capacity at Ysgol y Garnedd, or 480 including nursery? At the end of paragraph 6.3 it is noted "it would be at the discretion of Governors of Ysgol y Garnedd to decide on class sizes …..". Have the Governors therefore the powers to limit class sizes to a total of 25 that would imply limiting the new school's capacity to 400 including the nursery?		It would be ideal to have 25 in each class. But of course, the number of children in classes varies across Gwynedd schools. We create enough space for 30 in each class as this is the legislation in terms of numbers in the Foundation Phase.
10.9	The new Y Garnedd school will need to be of an adequate size in terms of 'footprint' to accommodate the nursery classes up to 50 or 60 pupils to input a 'two tier' system. (Note – figures conditional on maximum classes – 25, or 30?). Confirmation is required that the school's 'footprint' provides the necessary space as Ysgol Y Garnedd new school capacity (420?) does not include nursery figures / Concern has been expressed about empty places as a consequence of an increase in capacity at Ysgol y Garnedd from the (current) 338 to 480 – including nursery. The school would be liable to take pupils from other schools who have been excluded, with the possible negative impact on the school's running and performance.	2	As noted on page 19 of the consultation document: **Admission Number** | *Nursery* 30 morning 30 afternoon | *Reception – Yr 6* 60 We do not expect any deviation from the existing exclusion policy.
10.10	It is assumed that the capacity figures for the new Y Garnedd school within the document (420) are based on the expected grwoth in the catchment-area population as a consequence of the Morbaine housing development scheme at Penyffridd. As that scheme is not now proceeding (planning application rejected), confirmation of the impact of that decision on capacity at Ysgol y Garnedd required.		At present it is not based on Morbaine, future planning applications can contribute to expected growth in the catchment population, including population growth associated with Goetre Uchaf Housing. The Garnedd capacity will continue to be 420.

10.12	Concern has been noted about a change in Ysgol y Garnedd's Welsh ethos and performance through increasing its capacity to 480 including nursery. There would be more pupils in the free meals category (an additional 25 according to figures within the document – in addition to the current 21(and this would have a negative impact on the school, it would change the clas dynamics, that would in turn impact the school's performance against the National indicators.		Gwynedd Council is an inclusive county where children of free school meals perform outstandingly in comparison with other counties. Free school meals children do not necessarily have a negative impact on results.
10.13	It was mentioned that Clwb y Garnedd needed to be accommodated (or a similar organisation) in the plans for the new school. It does not appear that the proposed plans include such a provision. This provision is of crucial importance to current working parents of Ysgol y Garnedd pupils. There will be very fierce oppoistion if such a provision was not available to parents, and that could lead to a reduction in the number of parents who select Ysgol y Garnedd as their first choice for their children		The design of the new school will mean that the current provision of Ysgol y Garnedd will be able to transfer to the new building. It would be a matter for the school to agree the terms of any specific arrangements with relevant clubs (e.g. Garnedd Club).
10.14	A reference was noted to Language Resources Centre for pupils who have specific language difficulties and Social Communication Centre for pupils who have social communication difficulties and a diagnosis of Autistic Spectrum Disorder. These are welcomed, but confirmation is required as to who will be responsible for funding and managing the associated staff – will it be the Council or the school?		The Authority is responsible for funding the centers identified in the comment, and also responsible for managing the staff of both centers.
10.15	In para 6.12 "Staffing implications ", "August 2020" is given as closure date for Coed Mawr and Glanadda school,, a year will have elapsed without using the additional capacity of the new Y Garnedd school and both schools running costs will be ongoing. Should the closing dates for Coed Mawr and Glanadda not tally with the opening date for the new Y Garnedd school?		Subject to the necessary Cabinet statutory processes it is proposed that the construction work will be completed by summer 2020, with the proposed reorganisation coming into effect on 1 September 2020. If the proposal is implemented, Ysgol Babanod Coedmawr and Ysgol Glanadda schools will close on 31 August 2020.
10.16	How much notice will the Heateacher of Ysgol y Garnedd receive as to when and how much children will transfer from the closing schools? Adequate notice is required to make adequate preparation for them		It is intended to run a process of giving a choice of transferring the pupils of Ysgol Glanadda and Ysgol Babanod Coedmawr to the Garnedd adjacent to the normal admissions process for Nursery, Reception and Year 3. It is intended to use the same closing dates for applications, and the same decision date for all applications and transfers. It is therefore aimed at getting the information about new pupils to Ysgol y Garnedd by the end of April 2020.
11.0	**Summary of the comments made by Estyn**		
11.1	The proposer has provided a comprehensive proposal, which explains clearly how this proposal is part of the re-organisation across the city		Gwynedd Council acknowledges Estyn's comments and agrees that the proposal is likely to maintain the standards of education provision and leadership and management in the area.

	of Bangor as part of Gwynedd Council's long-term vision for the catchment area. It explains the case for change effectively and includes useful information, such as the condition and suitability of the three schools' buildings, financial resources and the implications for permanent revenue savings, the effect of different options on the community, staffing implications and the considerations for the use of the sites subsequently.		
11.2	The proposer has given a clear rationale for the proposal in the context of the wider arrangements for the re-organisation of education provision in the city of Bangor. The rationale includes increasing the capacity of some schools, closing two schools, improving the condition of schools and constructing a new school building. The proposer has consulted widely, including making arrangements to ensure that it has sought the views of children and young people who attend schools in the catchment area.		Cyngor Gwynedd acknowledges the comment.
11.3	Estyn is of the opinion that the proposal is at least likely to maintain the current standards in terms of education, provision, and leadership and management.		Cyngor Gwynedd acknowledges the comment.
11.4	When deciding on this proposal, the proposer has considered twelve different options in detail for the re-organisation of education in the city of Bangor. The proposer has evaluated the options fairly against the advantages and disadvantages of a number of criteria, including: ensuring enough places for each pupil at the appropriate setting, reducing the number of surplus places, reducing the cost per pupil range, ensuring suitable class sizes, ensuring that head teachers do not spend more than 20% of their time teaching and developing the use of the school in the community.		Gwynedd Council acknowledges the comment. As is noted in the consultation document, when moving to the new building, it is not envisaged that any pupil will need to travel an unreasonable distance to reach an educational site, in accordance with the strategy. Transport would continue to be provided in accordance with the County's School Transport Policy, and no increase in transport costs arising from implementing the preferred option is anticipated.
11.5	The proposer has identified a comprehensive list of possible risks to the success of the proposal. For example, it has considered risks such as the failure to make a decision, local reluctance to support the new school, the quality of education in the short-term and overrun in contracting costs. The local authority identifies the effect these risk would have and sensible steps to mitigate the risks.		Cyngor Gwynedd acknowledges the comment.
11.6	The local authority has considered the effect of the proposal on learners' transport arrangements. It does not envisage that any pupil will need to travel an unreasonable distance as the two schools that		The Council acknowledges Estyn's comments on the main conclusions of the equality assessment. The Council will continue to follow normal processes through support and monitoring, to ensure thatwith all schools are compliant with equality features.

	will close are within a mile of Ysgol y Garnedd. It does not envisage any increase in transport costs following the implementation of this option.		
11.7	The proposer has given suitable consideration to the effect of the proposal on the quality of outcomes, provision, and leadership and management. For example, it has identified the advantages of expanding the capacity of Ysgol y Garnedd, which is already a green school with excellent leadership. It is convinced that the proposal will not have an effect on the provision of the full curriculum, including the foundation phase, as the school already provides education in the foundation phase and in key stage 2.		Cyngor Gwynedd acknowledges the comment.
11.8	The proposer has completed an equality assessment for all possible options. It is reasonable to believe that the proposal will not have a negative effect on the provision that is provided for pupils with additional learning needs, or for individual groups of pupils or any groups with protected characteristics		Gwynedd Council acknowledges the comments. In response to the comment regarding the lack of school performance analysis, please note that an appraisal of the performance of Ysgol y Garnedd, Ysgol Babanod Coedmawr and Ysgol Glanadda schools can be found on pages 20 and 21 of the consultation document, and the findings are based mainly on the school's latest Estyn's reports. In addition, on page 20, there is a table setting out the performance of the three schools in relation to the national system for the categorization of schools.
11.9	The proposer has considered the outcomes of Estyn's most recent reports for the three schools effectively. It also states in which category the schools have been placed by the consortium, and there is a concise and clear explanation of the quality of leadership and managements at the three schools.		Cyngor Gwynedd acknowledges the comment.
11.10	The proposer has provided tables that show the percentage of pupils who achieve the expected outcome in key stage 2 for Ysgol y Garnedd and Ysgol Glanadda, and the foundation phase for Ysgol Fabanod Coedmawr. They show the corresponding figures for Gwynedd and Wales for 2017. However, the provider has not provided a concise analysis of the schools' performance.		Cyngor Gwynedd acknowledges the comment.
12	**Comments relating to Ysgol Ein Harglwyddes**		
12.1	It is important to provide breath and capacity to serve the educational needs of children in the area and the plan for a new build for Ein Harglwyddes is followed through. At present, the current building housing the school is the oldest (over 125 years) in the city (the next oldest is less than a dozen years) and among the oldest in the county. Given the over-subscription and the popularity of the		**See responses 11.1 - 11.31 received by residents relating only to the aspects of Ysgol Ein Harglwyddes aspects which is not the subject of this statutory admission.** As explained in the consultation document (page 5), this consultation relates only to Ysgol Garnedd, Ysgol Babanod Coedmawr and Ysgol Glanadda , to that end, comments on the proposal as described in paragraph 1.1 namely:

	school's catholic faith based educational provision, I am glad that a new build is finally under consideration.		"Closure of Ysgol Babanod Coedmawr and Ysgol Glanadda on the 31st August 2020, and offer pupils a place at Ysgol y Garnedd (subject to their choice); and increase the capacity of Ysgol y Garnedd to 420." The above schools have been prioritized for a review of the educational provision as there is a number of challenges facing current education provision that includes the following: • Two schools in the Penrhosgarnedd catchment area are substantially over capacity, namely Ysgol Y Garnedd and Ysgol Y Faenol. In September 2017, Ysgol Y Faenol was 20 places above capacity, and Ysgol Y Garnedd 95 above capacity. • New housing developments in Bangor will potentially impact on the capacity of local schools to admit pupils. A developer has obtained planning permission to build 245 dwellings, and several houses have already been built. • Ysgol Babanod Coedmawr has 57% surplus places and Ysgol Glanadda has 42% surplus places • All other primary schools in Bangor have no more than 10% surplus places and 5 out of the ten primary schools are full, with some where pupil numbers exceed capacity. • The cost per pupil in the majority of the catchment area's primary schools are slightly below the county average of £3,777, with Ysgol Babanod Coedmawr (£6,525), Ysgol Glanadda Schools (£5,052) substantially higher. There is a range in cost per pupil between two primary schools in Bangor of £3,414, between Ysgol Babanod Coedmawr (£6,525) and Ysgol Garnedd (£3,111). • Ysgol Babanod Coedmawr receives £32,520 of additional annual funding through "Minimum staffing protection" • Ysgol Babanod Coedmawr and Ysgol Glanadda are under the leadership of an acting head teacher due to recruitment problems. • There are inconsistencies in relation to teaching quality
12.2	The current proposals do not give due consideration to Our Lady's school and will have a major impact on us. If these plans proceed without thought for the future of Our Lady's I feel you will be controverting the School's Standards and Organisation Act 2013 by not treating us fairly. As every school in Bangor will have some improvements made to sustain them for 21st Century. In this case please consider this an objection to the plans rather than a response.		
12.3	We are a viable school and a viable choice for parents. We need to be included in the modernisation plans for Bangor now and not put on the back burner again in the "hope" of more money in the next band. We have been overlooked too many times and for too many years. Please endorse our school as a viable school with definite plans for our future		
12.4	The condition of our school has been high in the agenda for many years. We have been overlooked for many reasons mostly costs. However there is now money to spend on Bangor schools. Initially we were not even mentioned in the proposals for Bangor schools. It was only after phone calls that we were included. It is with great disappointment that we are not in with Band A. Our school is over 100 years old our staff and children deserve to teach and be taught in a school building which is adequate for 21st century curriculum, It is only if money is available will we be included in Band B. This is not acceptable. I feel that we have been left out once again. Ysgol y Garnedd and Vaynol are the only schools that are going to benefit this was the plan from the beginning. We are in the catchment area which you did not include us in with the funding you receive from the new housing development. We deserve to be part of this as we will have potential children from that estate that do want a school that provides a catholic education This is why they need a new school and others don't get a look in. No other school would be allowed to do this. We need to be heard we are just as important as any other school. We need to be included in Band A.		

12.5	We fully support the re-organisation of our Lady's School.		During the final meeting of the PAD, it was concluded that the option that reflected the overall direction for the catchment area, is option 3, namely: **Option 3:** Extend Y Faenol increasing capacity from 186 to 315. New school for Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes. Although this consultation is not in regards to Ysgol Ein Harglwyddes, the above option shows that the wider vision for the Bangor area sets out the need to consider a new building for Ysgol Ein Harglwyddes. In addition, a report was presented to Cabinet on 12 June 2018, in order to seek in principle approval of the initial priorities for Band B of the Twenty-first Century Schools Program (the second part of the 21G Schools Program (Band B 2019 - 2026)). One of the priorities identified is Ysgol Ein Harglwyddes due to the poor condition of buildings and the site that are limited and unsuitable for purpose for the 21st century. A copy of the full report can be found on the Council's websitewww.gwynedd.llyw.cymru/thecabinet.
12.6	Our Ladys is a historic institution of the centre of Bangor City and represents the city of Bangor. It is truly embarrassing that the local council have over many occasions still not updated or facilitated the needs of the children of the centre of this vibrant city, The school needs to be up to the 21st Century standards for building work/facilities. The fact that so many children still attend this school shows a clear need for this type of school and there is an obvious demand to improve it in terms of modernisation/safety (i.e the location of the school by a busy main road). Regardless of facilities there are many happy children and parents who attend and are very satisfied with the schools educational standard. The fact that we are the only school not facilitated in funding by the Council feels almost like discrimination to the fact the school is a religious.		
12.7	Our school building isn't adequate for 21st Century curriculum this meaning the need of a new school to cater for our pupils and their individual diverse needs!		
12.8	Our Lady's school has been overlooked for modernisation and upgrade over several rounds of funding, spanning a number of years. Now that the L.A. has seen fit to embark on a radical stream lining enhancement and modernisation programme; it would seem fit that all schools are given consideration. Our Lady's school is currently not fit for the 21st century curriculum and it would be shameful to expect the children educated there, to be housed in a substandard teaching environment. Gwynedd have a responsibility for ALL pupils in the Bangor area, and this includes the pupils of Our Lady's school. I would ask that consideration be given to include Our lady's in this current round of proposals, and allow the school to flourish in an environment suited to 21st century learning		
12.9	It's about time for Our Lady's school to modernize. Education system needs to adapt to a fast changing world. It's for the future of our children.		

12.10	Our lady's school is one of the best school in Bangor. Pupil get better education from this school. For the students future development the school's atmosphere make main parts. So I completely suggest modernization is very necessary for this school. Thank you		
12.11	Our Lady's School should be brought up to the standards of other school buildings, there is always talk about improving standards of other schools yet our lady's gets left behind, and forgotten about. The school teaches the children the best but the building standards let the school down, also the safety of the children on the main road with no fencing on the pavement to prevent an accident is disgraceful but other schools get fencing all around even talking it up to the school???? Caernarfon Road is such a busy road it is just luck that a serious accident hasn't happened up to now. There is no where other than the out dated playground for the children to play and it's very crowded when all the school is on the play ground. The playground is all gritty so when the fall it cuts there skin so bad and leaves stones imbed into their skin. So improvements on the state of the building to modernize it is needed.		
12.12	A new build is necessary to continue & enhance the learning experience of the pupils in our care. The current state & layout of the building is not appropriate for 21st century education. It provides unnecessary challenges to our role as educators. Our classroom & outdoor space is minimal. With the proposed closing of schools in the local area, I am concerned that families in that families in the vicinity would want a place in our school.		
12.13	Is the building for Ysgol Ein Harglwyddes suitable these days		
12.14	A new build for Ysgol Ein Harglwyddes		
12.15	I strongly agree that our school needs renovation. The buildings are old + small + not suitable for the increasing number of children attending this school every year.		
12.16	With the condition of the building of our Lady's School and for the security and safety of the students, I think Our Lady's Bangor school deserved to have a newly build school. I hope Gwynedd Authority consider and hear our voice for the sake of our children and the		

	future students. Hoping that out Lady's will be included in your priority for modernisation. Thank you.		
12.17	Gwynedd have the responsibility to provide Our lady's with a new build modern school. This school never has funding and it's so desperately needed. Do it for our children and their educations.		
12.18	I strongly believe that Our Lady's school building needs to be modernised (A new building) preferably to the standards.		
12.19	We support the re-organisation of our Lady's School, because the teacher in the school gave the children a lot of happiness but the classroom was too small and old.		
12.20	We very much support Our Lady's remaining independent due to its faith based basis + quality of its education.		
12.21	All the primary schools in Bangor is too small, small classroom, small campus, weak infrastructure. The our lady's headmaster is competent, who can use the money o the best advantage!!		
12.22	Now on to more pressing matters. As a parent of a pupil at Ysgol Ein Harglwyddes I would say that, of the options provided/created, option 3 seems most likely to benefit the largest majority of children in the Bangor catchment area, however as we represent a falling minority (Catholics) it seems somewhat unfair to be excluded from the 'Band A' funding and to be only a 'consideration' for 'secondary provision! I was a pupil at Ysgol Ein Harglwyddes nearly 25 years ago so I can reliably state that the existing buildings certainly need some improvement. The 'new' mobile classroom was erected while I was still at school, since then the only 'improvements' to have been made, followed one of the buildings being burnt after being on fire		
12.23	I understand that this proposal regards, primarily, the closure of Ysgol Coedmawr and Ysgol y Garnedd and that the children at the said schools and their immediate education is top priority, but, there will be a knock on effect to, I imagine, all of the primary schools in Bangor and I would like the council to respectfully consider Ein Harglwyddes requirements in the very near future		
12.24	The population at Ein Harglwyddes is culturally diverse, this will inevitably have a bearing on the percentage of pupils who speak welsh at home, however the same parents are valuable members of		

	Bangor and the surrounding area, I would not like to think that this would have an influence on where Ein Harglwyddes positions on the priorities.		
12.25	Option 3 we don't see why we have to wait while at least two of the other schools have a new buildings already.		
12.26	Our Lady's has been lovely it here for one 200 years and hasn't gotten any recognition. I believe that it should for all hard work they do for the pupils.		
12.27	Our Lady's provides as good education to a wide range of catchment areas in Bangor – has the school been considered as an option for parents of Glanadda/Coedmawr. If not, why? If so, should Our Lady's be having an increased capacity also? However Our Lady's cannot ben an option in its current position- full classes and in need of new build. Surely a new build for Our Lady's would support the overflow currently being addressed and would be in a position to be an even stronger option for parents to make a choice about their child's education.		
12.28	We feel that Gwynedd Council and the diocese need to push harder for Our Lady's as it has done for Ysgol Cae Top to ensure all children in the Bangor area receive the same level of education, therefore giving all children the best start in life, and also a safer environment for travelling to and from.		
12.29	The school building needs updating as it is not suitable for modern education. It has been this way for many years (I know this as a former pupil of the school) I do not thing it is fair that Our Lady's School keeps getting overlooked.		
12.30	I feel that it is greatly unfair that Our Lady's school is once again being overlooked by the authority. Although it is and excellent school with a strong ethos the building is old and dowdy. The drainage systems are archaic and there is no school field where the children can play football or participate in sports activities. I have worked in the school for 9 years and it is disappointing to know that we are no further ahead now than we were 9 years ago in attaining land or a building that would allow us to move forward with a modern school which would accommodate the needs of our children.		

12.31	I write in response to your current proposals for the schools of Bangor. As a staff member of Ysgol Ein Harglwyddes, Sadly I feel that our school is no longer fit for purpose for the 21st Century Curriculum. At 128 years old, it's fair to say things are starting to become unrepairable, the building is to small for our needs, especially at this time of year, when we find ourselves having to take our pupils out of school in order that they can full access sports facilities. We do not have the adequate space for our pupils to take part in many school sports, due to having such a small slopping yard. Again our school hall is far to small to hold all aspects of sports, we certainly couldn't invite parents in to watch their children take part in a sporting event. This is just one example of what we must arrange, in order that our pupils receive a 21st Century standard of education. You state that **EVERY** school in Bangor must be brought up to standard by September 2020, yet it is suggested that Ysgol Ein Harglwyddes will not receive any money from Band A and therefore will have to wait and see **IF** money comes through in Band B. For many, many years now we have been overlooked, for various reasons but mainly down to cost, and yet again it feels like we are being overlooked. Gwynedd authority you have a responsibility for all pupils in the Bangor area, that includes **OUR CHILDREN** here at Ysgol Ein Harglwyddes.		

Cynnig i ad-drefnu ysgolion yn nhalgylch Bangor - Ymgynghori gyda Phlant a Phobl Ifanc Ardal Bangor 2018

Proposal to reorganise schools in the Bangor area - Consultation with the Children and Young People of the Bangor Area 2018

Penderfynodd Cabinet Cyngor Gwynedd yn eu cyfarfod ar 13 Mawrth 2018 i ymgymryd â phroses ymgynghori statudol ar gynnig i ad-drefnu ysgolion yn nhalgylch Bangor, yn unol â gofynion Adran 48, Deddf Safonau a Threfniadaeth Ysgolion 2013.

Cynhaliwyd cyfnod ymgynghori statudol rhwng 10 Ebrill a 22 Mai 2018 ar y cynnig i gau ysgolion Glanadda a Babanod Coedmawr ar y 31 Awst 2020, a chynnig lle i'r disgyblion yn Ysgol y Garnedd (yn ddarostyngedig ar ddewis rhieni), a chynyddu capasiti Ysgol y Garnedd i 420.

Paratowyd dogfennau priodol ar gyfer plant Cyfnod Allweddol 2 yn ysgolion y Garnedd a Glanadda, a trefnwyd bod hwylysydd yn mynychu pob ysgol i drafod y cynnig gyda'r plant er mwyn sicrhau eu bod yn deall yr hyn oedd yn cael ei gynnig ac er mwyn rhoi cyfle i'r plant ddatgan barn am y cynnig.

Esboniwyd bod y newid yn golygu:

- Y bydd Ysgol Babanod Coedmawr ac Ysgol Glanadda yn cau;
- Y bydd Ysgol y Garnedd yn cael ei symud i safle newydd, ddim yn bell o'r safle presennol;
- Y bydd disgyblion Coedmawr a Glanadda yn trosglwyddo i Ysgol y Garnedd unwaith y bydd y gwaith adeiladu wedi ei gwblhau.

Roedd pob sesiwn yn cymryd o leiaf hanner awr i awr i'w gwblhau. Roedd yn cynnwys esbonio'r cynnig a chwblhau holiadur.

Roedd 28 o blant a phobl ifanc wedi cymryd rhan yn yr ymgynghoriad

Gweler isod amserlen y sesiynau ymgynghori, rhestr yr ysgolion perthnasol a nifer yr ymatebwyr:

Dydd Llun **14 Mai 2018**	**10.00am** **Ysgol Y Garnedd**	**1.30pm** **Ysgol Glanadda**

The Cabinet of Gwynedd Council resolved at its meeting on 13 March 2018 to undertake a statutory consultation process on a proposal to reorganise schools in the Bangor area, in accordance with the requirements of Section 48 of the School Standards and Organization Act 2013.

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Appropriate documents for Key Stage 2 children were prepared in the Ysgol y Garnedd and Ysgol Glanadda, and it was arranged that a facilitator attend every school to discuss the proposal with the

children to ensure that they understood what was being offered and to give opportunities for the children to express an opinion on the proposal.

It was explained that the change means:

- *The Coedmawr Infants School and Glanadda School will close;*
- *Ysgol y Garnedd will be moved to a new site, not far from the present site;*
- *That Coedmawr and Glanadda pupils transfer to Ysgol y Garnedd once construction is completed.*

Each session took at least half an hour to an hour to complete. It included explaining the proposal and completing a questionnaire.

28 children and young people took part in the consultation

See below the timetable of the consultation sessions, the list of relevant schools and the number of respondents:

Monday **14 May 2018**	**10.00am** **Ysgol Y Garnedd**	**1.30pm** **Ysgol Glanadda**

Ysgolion/*Schools*:

1. Ysgol Y Garnedd - 21
2. Ysgol Glanadda - 7

Gweler isod yr ymatebion a dderbyniwyd gan y disgyblion

See the responses received from the pupils below

NODER - Mae sylwadau'r plant a'r bobl ifanc wedi eu dyfynnu'n uniongyrchol o'u hymatebion.

NOTE - Children and young people's comments has been quoted directly from their responses.

1 – Sut wyt ti'n teimlo am hyn? *1 – How do you feel about this?*			
Ysgol / *School*	**Hapus /** *Happy*	**Anhapus /** *Unhappy*	**Ddim yn Sicr /** *Not Sure*
Ysgol Y Garnedd	20	0	1
Ysgol Glanadda	0	4	3
Cyfanswm / *Total*	20	4	4

Cwestiwn 1 – Sut wyt ti yn teimlo am hyn? *Question 1 – How do you feel about this?*		
Ysgol Y Garnedd	• Parc antur mwy ac mwy o bethau i chwarae. • Cael cae ar wahân i'r cae pêl-droed i'r genod. • Cael cae ar wahân i'r cae pêl-droed i'r genethod.	• Bigger adventure park and more things to play • A separate fields to the football field for the girls • A separate fields to the football field for the girls
Ysgol Glanadda	• I wouldn't like to see the school close. I've heard that people are saying that the only reason their closing the school because it's old. But personally I think it doesn't matter. • As I will be in secondary school the change will not effect me so I would agree with the decision that the council makes. • I don't want this school close down because this school is cool. I like school so much because my friends are in this school with me and I'm going to miss the teachers here. I'm going to be very sad. • With the school being small we can do a lot more, loke having a fruit and milk shop or bringing in biscuits in to share with the class. I guess you can do these in a bigger school but it would cost a lot more. • I think this school is brilliant as it is now.	• Ni hoffwn weld yr ysgol yn cau. Rwyf wedi clywed fod pobl yn dweud mai'r unig reswm pan fo'r ysgol yn cau yw oherwydd ei fod yn hen. Ond yn bersonol, rwy'n credu nad yw'n bwysig. • Gan fy mod yn yr ysgol uwchradd, ni fydd y newid yn effeithio arnaf fi felly byddwn yn cytuno â'r penderfyniad y mae'r cyngor yn ei wneud. • Dydw i ddim eisiau i'r ysgol hon gau oherwydd bod yr ysgol hon yn"cool". Rwy'n hoffi ysgol gymaint oherwydd bod fy ffrindiau yn yr ysgol hon gyda mi ac rwy'n mynd i golli'r athrawon yma. Dwi'n mynd i fod yn drist iawn. • Gyda'r ysgol yn fach, gallwn ni wneud llawer mwy, gan gael siop ffrwythau a llaeth neu roi bisgedi i mewn i rannu'r dosbarth. Rwy'n tybio y gallwch wneud y rhain mewn ysgol fwy ond byddai'n costio llawer mwy • Rwy'n credu bod yr ysgol hon yn wych fel y mae.

Cwestiwn 2 – Beth sy'n dy boeni am hyn? *Question 2 - Does anything about this worry you?*		
Ysgol Y Garnedd	• Dim bid. • Dim byd. • Be fydd yn digwydd i'r athrawon? / Ella bod y plant yn hapus efo'r ysgol / Plant yn meddwl bod o yn rhu bell. • Does dim byd yn poeni fi am yr ysgo newydd. • Newid enw'r ysgol. • Plant yn mynd i bod yn ffrindiau efo'r ysgolion eraill. • Dim byd. • Dousna dim byd yn poini fi efo'r ysgol newydd. • Efallai bod plant ysgolion eraill yn drist bod eu hysgol nhw yn cau. • Efallai beth fysa'n digwydd hefo ysgol fatha beth fysa yn ei digwydd hefo athrawon. • Does dim byd yn fy mhoini i. • Does dim yn fy mhoeni am hyn. • Does yna ddim byd yn fy mhoeni am hyn.	• Nothing • Nothing • What will happen to the teachers? / Maybe the children are happy with the school / Children think it's too far. • Nothing worries me about the new school • Change the school name • Children will be friends with other schools • Nothing • Nothing worries me about the new school • Maybe children from other schools are sad that their school are closing • Maybe what will happen with the school like what will happen to the teachers. • Nothing worries me • Nothing worries me • Nothing worries me about this
Ysgol Glanadda	• With the placement and the amount of children in the new school, I'm worried about the traffic to get to the school. • Although I will be in Secondary School I am worried that the pupils without cars will find it difficult to get there if they do not live nearby. • I haven't been to a different school im only youst to this school im a little bit nurfes to go to a different school. • Just one thing. If it is going up where / by Garnedd already is, then there is a higher chance you will get hit by a car because it is near the hospital. • Im worried about peples feelings. • Yes a bit because some children like Glanadda and Coed Mawr. • The fact that we might not get used to the new school…	• Gyda'r lleoliad a faint o blant yn yr ysgol newydd, rwy'n poeni am y traffig i gyrraedd yr ysgol. • Er y byddaf yn yr Ysgol Uwchradd, yr wyf yn poeni y bydd y disgyblion heb geir yn ei chael hi'n anodd mynd yno os nad ydynt yn byw gerllaw. • Dydw i ddim wedi bod mewn ysgol gwahanol dwi ond wedi dod i'r arfer a'r ysgol yma dwi ychydig yn nerfus i fynd i ysgol wahanol. • Dim ond un peth. Os yw'n mynd i fyny lle mae Garnedd yn barod, yna mae yna siawns uwch y bydd car yn ei daro oherwydd ei fod ger yr ysbyty. • Rwy'n poeni am deimladau pobl • Ydy ychydig oherwydd rhai plant fel Glanadda a Choed Mawr. • Y ffaith na allwn ni ddod i arfer a'r ysgol newydd ...

Cwestiwn 3 – Beth hoffet ti weld yn digwydd fel rhan o'r newid yma? *Question 3 - What would you like to see as part of this change?*		
Ysgol Y Garnedd	• Bale / gimnasdec. • Nofio, gimnaeg, parc, Bale, anifeiliaid, cyfrifiadur. • Yr offer amser chwarae / Dosbarthiadau tebyg / Ystafell gotiau mwy. • Cael anifal anwes / gimnasdeg / cael dewis efo cinio / cael mynd am tripiau – dros nos / parc. • Parcantur / parc / gymnasdeg. • Gimnasdeg / nofio / Bale / parc / anifeiliaid / cyfrifiadur. • Dosbarthiadau mwy oherwydd yn yr dosbarthiadau yma does dim lle i cerdded. • Dal i gael offer amser chwarae / gwneud mwy o gymnasteg yn yr ysgol / gwneud mwy o gelf / cael mwy o laptops, iPads, Chromebooks a Notebooks. • Gymnastics / cyfrifiadur /llyfrau. • Llai ym mhob dosbarth / ystafelloedd mwy / mwy o gyfleoedd chwaraeon / Neuadd chwaraeon a cantîn ar wahân. • Cael mwy o cyfleueodd chwaraeon / Dosbarthiadau fwy / Neuadd digon fawr i'r plant / offer gwell i amser chwara / yn Ysgol y Garnedd mae yna gym tu allan / offer. • Cael dosbarthiadau mwy i'r ysgol newydd / cael lle chwarae mwy i'r plant mawr + bach. • Dosbarthiadau mwy a fwy o offer sgwennu / llai yn bob Dosbarth / Neuadd Chwaraeon. • Swni yn Hoffi lle I neud Celf a gymnasdeg a lle ballet, a cyfrifiadur ei hun. • Dosbarthiadau gyda fwy o le i symud. Yn y Neuadd cael mwy o gyfleon i chwarae offerynnau i gynulleidfa. Mwy o gyfleon I wneud chwaraeon fel gymnasdeg a chael offer addas. • Dosbarthiadau fwy a Gwaith anoddach i 3 a 4 a ddesgiau yn hun. • Parc antur / stafell gelf. • Dosbarth fwy ac Neuadd fwy i gyd o'r plant ac iard, gymnastis, parc. • Cael rhyw parc bach yno. • Anifeiliaid anwes.	• Ballet/gymnastics • Swimming, gymnastics, park, ballet, animals, computers • The play time equipment / similar classes, bigger coat room • Have pets / gymnastics / have choice for lunch / goon trips – overnight / park • Adventure park / park / gymnastics • gymnastics / swim / ballet / park / computers • bigger classes because in the current class there's no room to walk • Still have playtime equipment / do more gymnastics at school / make more art / get more laptops, iPads, Chromebooks and Notebooks. • Gymnastics / computer / books. • Less in all classes / larger rooms / more sports opportunities / Sports hall and separate canteen. • Have more sports opportunities / Larger classrooms / Hall big enough for children / better equipment at play time / at Ysgol y Garnedd there is an outside gym / equipment. • Have more classes to the new school / get a larger play area for the older + little children. • Bigger classes and more writing equipment / less in each Class / Sports Hall. • I would like to do Art and gymnastics and space for ballet, and a computer for myself. • Classes with more space to move. In the Hall have more opportunities to play instruments for an audience. More opportunities to do sport such as gymnastics and get suitable equipment. • Bigger classes and Work harder for 3 and 4 and own desks. • Adventure park / art room. • Greater class and Hall more of the children and yard, gymnastics, park. • Have a little park there. • Pets.

	• Caeau pêl-droes ac rygbi yn lle yr ysgol hen.	• Football and rugby fields instead of the old school.
Ysgol Glanadda	• Personally I would like to see the welsh language improve. • I would like to see a big community to support their decision. • How big is this building going to be how many people is going to leave this school. • Personally I want the schools to stay like this. • Nothing I want it to stay the same. • I would like to see some children happy and the other children supporting the school that we are in. • 2 things – 1. The opportunity to make friends; 2. The fact that we might get a bigger play area.	• Yn bersonol, hoffwn weld y Gymraeg yn gwella. • Hoffwn weld cymuned fawr i gefnogi eu penderfyniad. • Pa mor fawr fydd yr adeilad hwn faint o bobl fydd yn gadael yr ysgol hon. • Yn bersonol, dwi isio i'r ysgolion aros fel hyn. • Dim byd dwi isio iddi aros yr un peth. • Hoffwn weld rhai plant yn hapus a'r plant eraill yn cefnogi'r ysgol yr ydym ynddo. • 2 beth - 1. Y cyfle i wneud ffrindiau; 2. Y ffaith y gallem gael ardal chwarae mwy.

Cwestiwn 4 – Beth yw'r pethau pwysicaf i chi yn yr ysgol? *Question 4 - What are the most important things for you in the school?*		
Ysgol Y Garnedd	• Ffrindiau. • Ffrindiau. • Ffrindiau / bod yn hapus / athrawon. • Ffrindiau / addusg gorfforol / coginio / nofio / athletau / tripiau / chwara. • Gym / ffirndiau. • Ffrindiau. • Dysgu am bethau newydd. • Cael lawer o ffrindiau / bod yn hapus / Cael hwyl. • Ffrindiau / athrawon / cau / iard. • Ffrindiau, athrawon garedig. • Plant yn mwynhau dysgu / athrawon da / digon o ffrindiau. • Ffrindiau. • Mwy o lle yn yr ysgol. • Gweld fy ffrindia a bod yn hapus. • Cael llawer o ffrindiau a nabod pawb yn y flwyddyn. • Amser cinio, ac fy ffrindiau, ac amser Gwaith, a thema bob tymor. • Ffrindia. • Addysg gyferal a gwersi yn ei dosbarth cofrestri. • Cael ysgol fwy ac addysg dda. • Ysgol modern / iard mawr iawn. • Lle i chwarae.	• Friends • Friends • Friends / be happy / teachers • Friends / physical education / cookery / swim / athletics / trips / play • Gym / Friends • Friends • Learn and new things • Have more friends / be happy / have fun • Friends / teachers / field / yard • friends, kind teachers • children enjoy learning / good teachers / plenty of friends • Friends • more space in the school • Seeing my friends and be happy • have lots of friends and know everyone in the year • lunch time, and my friends, and work time, and theme for every season. • Friends • Education and lessons in the registration class • Have a bigger school and good education • Modern school / very big yard • space to play
Ysgol Glanadda	• The most important things to me in school are friends, the equipment and our unuforms. • The most important thing for me in the school is the people. • Our work the teachers ar important. • 1. Makung / having friends; 2. Learning; 3. Playing; 4. Having fun. • Being kind. Lerning. Making friends. Playing. • 1. Having friends; 2. Learning; 3. Playing together. • More classes to learn.	• Y peth pwysicaf i mi yn yr ysgol yw ffrindiau, yr offer a'r gwisg ysgol. • Y peth pwysicaf i mi yn yr ysgol yw'r bobl. • Ein gwaith mae'r athrawon yn bwysig. • 1. Gwneud / cael ffrindiau; 2. Dysgu; 3. Chwarae; 4. Cael hwyl. • Bod yn garedig. Dysgu. Gwneud ffrindiau. Chwarae. • 1. Bod â ffrindiau; 2. Dysgu; 3. Chwarae gyda'n gilydd. • Mwy o ddosbarthiadau i'w dysgu.

Cwestiwn 5 – Pa syniadau sydd gennych ar gyfer adeilad yr ysgol newydd? *Question 5 - What ideas do you have for the new school building?*		
Ysgol Y Garnedd	• Pwll nofio. • Parc antyr. • Cameras. • Mynd am tripiau / Parc / Offer chwara / cael anifal (pawb yn edrych ar ei ôl) / Cael dewis o cinio / Seti cyfforddys / drosiau mwy. • Marblis / gemau. • Pwll nofio. • Dosbarthiadau a Neuadd mwy er mwyn 420 o blant / Dal i fynd i'r Eisteddfod / Cael cyfleoedd i ganu ar ddydd Mawrth a dydd Mercher. • Ysgol modern / camras. • Ymarfer Eisteddfod yn fwu aml. • Offer da i Celf / Digon o le i amser chwara / Pobl yn siarad yr iaith Cymraeg. • Cael 420 o Blant yn yr ysgol. • Practisio fwy i Eisteddfod / fwy o amser / pethau gwahanol i addysg gorfforol. • Mwy o le yn y dosbarthiada / Cyfrifiaduron. • Yn debyg i ein hysgol ni ond yn fwy. • Cael 420 o blant yn yr ysgol newydd. • Mwy o lle gemau amser chwarae ac parc i bawb. • Mwy o offer chwarae. • Parc i chwarae amser chwarae. • Cael mwy o blantos i ffitio yn yr dosbarth.	• Swimming pool • Adventure Park • Camerau • Go for trips / park / playing equipment / have animals (everyone looking after it) / have choices for lunch / comfortable chairs / bigger doors • Marbles / games • Swimming pool • Bigger classes and hall for 420 children / Still going to the Eisteddfod / Have opportunities to sing on Tuesdays and Wednesdays • Modern school / camerau • Regular Eisteddfod practices. • Good equipment for Art / Enough space to play / People who speak the Welsh language. • Have 420 children at school. • More practices for Eisteddfod / more time / different things for physical education. • More room in classrooms / Computers. • Similar to our school but more. • Get 420 children in the new school. • More space for playtime and park games for all. • More play equipment. • Park to play at playtime. • Have more children to fit in the classroom.
Ysgol Glanadda	• I would like a bigger yard with more grass. Also I would see bigger classrooms. • A big enough building, a supportive community, sports equipment, art room, music room, nurse, nice teachers and staff, but most of all I would really appreciate if they had someone such as a counciler for pupils to talk out their problems to. • How big the building going to be. How many windos ar in the school. • I just hope they don't make a new school so I have no ideas. • Nothing really this school is amazin and so are the teachers.	• Hoffwn i iard fwy gyda mwy o laswellt. Hefyd, buaswn yn hoffi gweld dosbarthiadau mwy. • Adeilad digon mawr, cymuned gefnogol, offer chwaraeon, ystafell gelf, ystafell gerdd, nyrs, athrawon neis a staff, ond yn bennaf oll, byddwn yn gwerthfawrogi os buasent yn cael rhywun fel cynghorydd ar gyfer disgyblion i siarad am eu problemau. • Pa mor fawr yw'r adeilad i fod. Faint o ffenestri fydd yn yr ysgol? • Dwi jyst yn gobeithio nad ydynt yn gwneud ysgol newydd felly does gen i ddim syniadau.

	• Have separate playgrounds for the big and little children.	• Dim byd Mae'r ysgol yma yn anhygoel ac yr athrawon. • Bod â meysydd chwarae ar wahân ar gyfer y plant mawr a bach.

Beth ddaeth yn amlwg o'r broses ymgynghori oedd fod y plant yn llawer mwy o blaid y newid arfaethedig yn Ysgol Y Garnedd, nac yn Ysgol Glanadda.

What became clear from the consultation process was that the children were much more in favor of the proposed change at Ysgol Y Garnedd, than Ysgol Glanadda.

Prif bwyntiau'r ymgynghori / *Main points of the consultation:*

Ysgol Y Garnedd	**Ysgol Glanadda**
Y rhan fwyaf o blaid y newid / *Most are in favor of the change*	Y rhan fwyaf yn erbyn y newid / *Most are against the change*
Bod efo ffrindiau yn bwysig iawn / Having friends is very important.	Poeni beth fyddai'n digwydd I'r ysgol a'r athrawon / *Worry what would happen to the school and teachers*
Awyddus i gael pob cyfle posib efo'r offer / Adnoddau gorau posib / *Eager to have every possible opportunity with the best tools / Resources possible.*	Awyddus i gael pob cyfle posib efo'r offer / Adnoddau gorau posib / *Eager to have every possible opportunity with the best tools / Resources possible.*
Ehangu ar y cyfleoedd sydd ar gael / *Expand on the opportunities available*	Poeni am draffig oherwydd y lleoliad a'r niferoedd / *Worry about traffic due to location and numbers*

Yn ychwanegol derbyniwyd holiaduron ychwanegol gan Ysgol y Garnedd, yn unol â sesiwn y cynhaliwyd yn uniongyrchol gyda'r Pennaeth a disgyblion.

NODER - Mae sylwadau'r plant a'r bobl ifanc wedi eu dyfynnu'n uniongyrchol o'u hymatebion.

Cwestiwn 1 – Sut wyt ti'n teimlo am hyn?		
Hapus	**Anhapus**	**Ddim yn Sicr**
36	14	1

Cwestiwn 1 – Sut wyt ti yn teimlo am hyn?	
• Byth fwy o le i chwarae a fwy o plant y siarad cymuned yn bangor • nid oed gen i sylwadau eraill ☺ • Braf cael mwy o le, cael mwy o frinde • cal cymusgi hefo plant arach • braf cael mwy o le, mwy o plant i siarad cymraeg, neud mwy o ffrindie • mwy o le ac mwy o ffrindiau, mwy o blant yn cael siarad, mwy o addusg • Braf cael mwy o blant a mwy o le • No! • Mwy o le • Mi fydd o'n rhoi cyfle i'r plant cael mwy o ffrindiau • Braf gael mwy o le yn yr Ysgol, cael mwy o ffrindiau • Plant yn cael gwneud ffrindiau • mwy o le • Bydd mwy ole yn yr Ysgol newydd ac rydym angen lle • fydd mwy o lle i'r plant • oherwydd fydd yna mwy o le i'r plant amser chwarae ac yn y dosbarthiadau • Be sy'n digwydd i cae ysgolion arall • hapus oherwydd bydd yr Ysgol yn mwy ac bydd na lle • Dosberthi gwahanol am bynciau gwahanol, cae peldroed, pich pelfasged/pelrhwyd ac jym • Dim byd • Dwi isio cosbarth mawr floor, dwi isio pitches pel dored fawr, triple iard chwarae, swimming pool • Gael mwy o ffrindiau, gael mwy o le • Braf cael mwy o lle, mwy o cyfathrebu, mwy o cymraeg yn Bangor • Na • Mwy o lle, cymysgu hefo plant eraill, mwy o plant siarad cymraeg yn Fangor, mwy o ffrindiau • Mwy o blant yn siarad cymraeg • Buaswn hefyd yn hoffi bwyd gwahanol ar rai ddyddiau mercher	• There will be more spaces to play and more children speak community in Bangor • I do not have other comments ☺ • Nice to have more space, get more friends • Can mix with other children • nice to have more space, more children speaking Welsh, make more friends • more space and more friends, more children talk, more education • Nice to have more children and more space • No! • More space • It will give the children the chance to have more friends • Nice to have more space in the School, get more friends • Children making friends • more space • There will be more room in the new School and we need space • there will be more room for the children • because there will be more room for children during playtime and in the classrooms • What happens to other school fields • happy because the School will be bigger and there will be space • Different classes for different subjects, football pitches, basket ball/netball and gym • Nothing • I want a big class floor, I want a football pitches, triple playground, swimming pool • Have more friends, have more space • Nice to have more space, more communication, more Welsh in Bangor • No • More space, mix with other children, more children speaking Welsh in Bangor, more friends • More children speak Welsh • I would like different food on some Wednesdays

• Rwyf yn hapus am gael ysgol newydd oherwydd does yna ddim digon o lle hyn yr ysgol • Dwi meddwl mae hwn yn peth da oherwydd does na ddim lle un ysgol yma ond dwi wedi tyfu fyny yma felly dwi ddim yn gwbod • Rydw i yn ychydig yn drist oherwydd yr ysgol yma wnes i tyfu fynu yn ond dal yn hapus am yr ysgol newydd yr un amser • Rydw i yn edrych ymlaen gweld ysgol newydd on dipin yn drist i weld ysgol dwi wedi tyfu fynnu yn yn disgyn lawr • Am bod dwi eisiau cadw'r ysgol yn hen	• I am happy to have a new school because there is not enough room in this school • I think this is a good thing because there's no room in this school but I've grown up here so I do not know • I'm a little sad because I've grown up but still happy about the new school at the same time • I'm looking forward seeing the new school but a little sad to see the school that I've grown up in coming down • I want to keep the old school

Cwestiwn 2 – Beth sy'n dy boeni am hyn?	
Ysgol Y Garnedd • bod yr Ysgol hen yn cael i chwalu • na, nid oed rhywbeth yn poeni fi? ☺ • dim byd! • Does na ddim byd yn poeni fi • Dim! • Dim byd • dim byd • dim byd • dim byd • dim byd • bydd llawer o athrawon o Ysgol Glanadda ac Ysgol Coed Mawr heb swydd • Dim • mae athrawon yn colli ei swydd • dim byd • plant friers yn bod yn gas ar y ffordd adra • Beth sy'n digwydd i'r athrawon yn y ysgolion babnod coed mawr a ysgolion Glanadda • lle bydd athrawon Ysgol glanafa ac Ysgol babanod coed mawr yn mynd i ydy nhw yn colli gwaith, beth am cae Ysgol friars • wastio brico, beth sy'n digwydd i athrawon i'r tair Ysgol • Mi fydd yr ysgol yn gorfod cau lawr am dipin i greu yr ysgol newydd • Dim byd • Beth sy'n digwydd i athrawon yr 3 ysgol • Dim byd • Dim byd • Na • Dim byd • Rwyf wedi bod yma ers dosbarth derbyn ac dwi gyda gymaint o cofiadau yma • Y peth sydd boeni fi am hyn yw os mae o rhy fawr a mae plant bach mynd ar goll • Y rynig peth sydd yn boeni iw yr ysgol yma rydw wedi tyfu fynu yn a mae'n drist a pan rydw yn mynd i tryfan bydd fama wedi newid a ani byt gweld o fel hyn eto • Beth sy'n digwydd i'r athrawon yn yr ysgol? A beth am yr plantos yn yr ysgol? • Pam ddim mond adio i'r adeilad yma yn lle adeiladu un newydd • Fydd gyd o'n atgofion wedi mynd • Dwi yn poini am byth gweld y ysgol yma byth ryn peth eto • Fod fydd yr atgofion am fod yn derbyn a meithren • Well dwi isho yr ysgol yn aros fel hun • Am bod da ni yn ysgol mawr	• the old School is being demolishes • no, nothing worries me? ☺ • nothing! • There's nothing worries me • No! • Nothing • nothin • nothing • nothing • nothing • many teachers from Ysgol Glanadda and Ysgol Coed Mawr won't have a job • None • teachers will lose their job • nothing • Children from Friars being unkind on the way home • What's happening to the teachers in Ysgol Babanod Coed Mawr and Ysgol Glanadda • where will Ysgol Glanadda and Ysgol Babanod Coed Mawr's teachers go, will they lose their job, what about Friars School field? • Brick waste, what happens to the teachers of the three Schools • The school will have to shut down for dipin to create the new school • Nothing • What happens to teachers in the 3 schools • Nothing • Nothing • No • Nothing • I've been here since reception class and I have so many memories here • The thing that worries me about this is if it's too big and the young children will get lost • That's something that's worried about this school I've grown up and it's sad and when I'm going to a Tryfan it will have changed and I will never see it like this again • What happens to the school teachers? And what about the kids at the school? • Why not extend this building instead of building a new one • All our memories will have gone • I'm worried that I'm never going to see this school the same again • That there will be memories of reception and nursery • Well I want the school to stay the same • Because we have a big school

Cwestiwn 3 – Beth hoffet ti weld yn digwydd fel rhan o'r newid yma?	
• mwy o croesfanau ar ffor penrhos • bysaf yn licio llawr arall, cael goals a cae pêl droed, cael campfa • hoffwn weld mwy o le yn cael ei adeiladu, ac hoffwn weld lefel arall yn yr Ysgol ☺ Loceri! • Cael 2ail llawr ar y Ysgol, mwy o le yn y dosbarth, cadw anifeiliaid anwes locker, llyfrgell, gym • cael mwy o chwaraeon, deskiau eu hyn, ail lawr yn yr Ysgol • gemeisiym • anifeiliaid anwes, llawr arall, loceri newydd, sdafell i bob pwnc, dosbarthiadau mwy, mwy o amser chwara, tegannai i 5 a 6, gwisg Ysgol newydd • Dosbardd mwy llyfrgerll gym • Gwell addysg • 2 lawr, loceri, buarth, jim • mwy o le yn yr Ysgol/dosbarthiadau ac ar y buarth • Bysa hoffi gael llawr arall, loceri, buarth mwy • Cymysgu gyda plant eraill, buarth mwy, campfa • llawr arall i'r Ysgol, Ysgol mwy ffansi, jim, rhwbeth i chwarae ar y gwair • ail lawr yn yr sgol, mwy o lle yn y dosath, cadw anifel anwes, buarth mwy, locker yn yr Ysgol, yr Ysgol yn fwy modern • y dosbarthiadau mwy mawr ac mwy o plant a lle iim • fwy o blant yn yr Ysgol • hoffwn weld pawb yn cael mwy o le • Buaswn yn hoffi gweld plantheb llawer o gymraeg yn dysgu'r iaith. ystafelloedd mwy, Neuadd addysg-gorfforol, cwr pel-droed ac cwrt pel-rwyd, ystafelloedd newid, digon o le chwarae allan, 3G • Bod yna mwy o blant yn dod i'r Ysgol • dosbarthiadau mwy, mwy o disgyblion, mwy o addysg gorfforol • toiledau yn fwy, cae mawr,dwy Neuadd • hoffwn weld plant a athrawon efo mwy o le • fwy o le a toiledau mwy a dosbarth mwy, a cael maes parcio • cael caffatiria a offer a rwbiwr bwrdd gwyn i'r athrawon • mwy o lle i blant chwarae, Neuadd cinio, lle i blant newid • anifeiliaid anwes, dosbarthiadau ychydyg bach mwy, bwyd cinio Ysgol newydd, parc mawr, pensiliau lliw artistic, iard mwy, Ystafell newid a cawodydd, Neuadd mwy, llwyfan mwy, lifft, ffreutur • Iard gwahanol i bob blwyddyn • Hoffwn i weld Neuadd mwy, pwll nofio, jacwzi, ystafell cyfrifiaduron ac iard mwy	• more crossings on Penrhos Roads • I would like another floor, goals and football fields, having a gym • I would like to see more space being built, and I would like to see another level at the School ☺ Lockers! • Get 2nd floor on the School, more room in the classroom, keep neat locker animals, keep pets, lockers, library, gym • More sports, own desks, a second floor at the School • Gym • pets, other floor, new lockers, a class for each subject, larger classes, more play time, toys for 5 and 6, new School uniform • Bigger classes, library gym • Improved education • 2 storeys, lockers, yard, gym • more space in the School / classes and on the yard • I would like to have another floor, lockers, bigger yard • Mix with other children, bigger yard, gym • second floor in the school, fancier school, gym, something to play on the field • second floor in the school, more space in the dock, keep an amusement, a larger yard, a locker in the School, the School more modern • the classes bigger and more children and… • more children in the school • I would like to see everyone having more space • I would like to see a lot of children without much Welsh learning the language. bigger rooms, physical education hall, football court and netball court, changing rooms, plenty of play area, 3G • There are more children coming to school • larger classes, more pupils, more physical education • larger toilets, large field, two halls • I would like to see children and teachers with more space • more space and toilets and larger classrooms, and having a car park • get cafeteria and equipment and a whiteboard rubber for the teachers • more space for children to play, Lunch hall, place for children to change • pets, classes a little bigger, new school lunch, large park, artistic color pencils, larger yard, changing room and showers, larger hall, larger stage, lift, canteen

• Anifeiliaid anifeiliaid, Dosbarthiadau mwy, iard a cae mawr, Parc antur i'r ysgol i gyd, lolfa, 2 llawr,lift, ystafelloedd newid, hogia.merched, toiledau mwy/mwy o toiledau, dosbarthiadau mwy, lockers, i-pad i mynd adra • Ysgol fwy na'r ysgol ydyn hefo rwan • Ail lawr yn yr ysgol, dosbarthiada mwy, parc mwy mawr • Dosbarthiadau mwy, cadw anifieiliaid anwes, mwy o adnoddau tu allan, ysgol mwy modern, llyfrgell, Neuadd a campfa • Anifail anwes, badmington (2) • Hoffwn weld mwy o blant ac mwy o lle, i gael grisiau campfa, locker, ystafelloedd mwy, buarth mwy • Gwersi iaith ffrangeg, spaeneg ayb, llawr arall, gwersi coginio,cwrt pêl droed, Mug modern, llyfrgell, camera • Ail lawr ar yr ysgol ac cwrt pêl droed • Dim llawer • Hoffwn weld loceri, ystafelloedd newid, ystafelloed cyfrifiadur, llyfrgell, cyfrifiaduron ac ipad gwell • Be hoffwn weld lockers, ystafell gwythoniaeth i neud rwbath dda, lle i newid, mwy o glinidaur, mwy o ipads • Bysa fo yn neis cael dosbarth mwy i plant eraill a a pethau i defnyddio pan amser chwara a iard mwy a thiytyr newdd i gael paw bi gael i fewn a lookers • Bysa rhoddi mwy o lle yn y dosbarth a mwy o celf yn yr blwyddyn hefud Parc Antur sydd yn hwyl i Plant mawr hefud. Bysaf yn hoffi gweld clwb ar ôl ysgol a brecwast yn hwyl ac gema fel monopoly • Dosbarthiadau mwy , 2 llawr, cau mwy, theatre, gôls, ystafell cyfrifiaduron, ystafell cotiau mwy, ystafell newid, • Fysaf yn hoffi dosbarthiadau, fwy na 2 cwrt pêl droed u chwarae yn, gols pêl dored yn lle paent ar y llawr, mynd i weld yr ysgol yn gael ei adeiladu • Dwi yn hapus i'r ysgol gael well lle, hoffwn i weld yr ysgol yma yn lliwgar ac yn FWY! • Dosbarthiadau mwy a caeu pêl droed, mynd i weld yr ysgol, • Mwy na 2 cwrt a dosbarth mawr • Mwu fawr • Dwi eisiau gweld nhw buldio	• Different yards for each year • I would like to see a larger Hall, swimming pool, jacuzzi, a computer room and a larger yard • pets, larger classes, yard and large field, adventure park for the whole school, lounge, 2 floors, lift, changing rooms, boys, girls, bigger toilets/more toilets, bigger classes, lockers, i-pads to go home • Bigger school than we have now • second floor at the school, bigger classes, bigger park • bigger classes, keep pets, more eqipment outside, more modern school, library, hall and gym • pets, badmington (2) • I would like to see more children and more space, have stairs gym, lockers, bigger rooms, bigger yard • french, spanish language classes etc, another floor, cookery classes, football court, modern mug, library, camera • second floor in the school and football court • not much • i would like to see lockers, changing rooms, computer room, library, better computers and ipads • It would be nice to have bigger class for other children and things to use during play time and bigger yard and a new theatre for everyone to fit and lockers • It will give more room in the class and more art in the year as well, adventure park is fun for the older children too. I would like to see after school clubs and breakfast is fun and games like monopoly • Bigger classes, 2 floors, bigger field, theatre, goals, computer rooms, bigger coat room, changing room • I would like classes, bigger than 2 football courts to play in, football goals instead of paint on the ground, to see the school being built • I am happy for the school to have a better place, I would like to see this school colourful and BIGGER! • Larger classes and football fileds, go to see the school, • more than 2 courts and a large class • bigger • I want to see the them build

Cwestiwn 4 – Beth yw'r pethau pwysicaf i chi yn yr ysgol?	
• dosbarth mwy. offer amser chwarau • Ystafell addysg gorfforol • Llefydd, digon o le, ☺ ☺ ☺ • Mynediad, Dysgu, stafell wyddoniaeth • sdafeth gwithnaidedd • neud ffrindiau, cael addysg, yr adeilad, mwy o le i Dysgu • y cyngor Ysgol • ffrindia, hwyl, digon o le • mwy o llefydd i Dysgu a llefydd tawel • Offer, cae chwarae, llyfrau, amser aur, marciau canmol • stafell gwyddoniaeth a maths, stafell cy, thietr • bod o'n digon mawr, ystafelloedd penodol i pob gwers, mwy o weithgareddau ar ôl • stafell wyddoniaeth • bobl yn siarad cymraeg, lle i ddysgu • stafelloedd Gwyddoniaeth, TGCh, Cymraeg, Saesneg, Hanes • cael mwy o lle yn y toiledau ac ar y iard • digon o lle yn y toiledau, buarth chwarae • digon o addysg gorfforol, cael addysg dda, digon o le i bawb • bod yna lle chwarae, lle i blant cael cinio • cael digon o lle • lot fwy o le • y pethau pwysicaf i fi yn yr ydy lot o le a gwaith digon anodd/hawdd • digon o le • cael digon o lle/mawr/Neuadd ar gyfer bwyd a wedyn Neuadd i addisgorfforol/loceri bagiau a llyfrau • plant yn dysgu, mwy o lle • ffrindiau, addysgorfforol, bod yn triple ddiogel yn yr Ysgol, cctv • Offer addysg gorfforol • Y pich mwyaf pwysicaf i cinio ysgol, chrome book, amser chwarae ac ipad • Dosbarthiadau mawr, cadw gwaith pawb, addysg da, addysgorfforol, digon o le i bawb, addysg i blant anabl, CCTV, neuadd digon mawr i bawb, natur amgylch yr ysgol • Dysgu • Ipad a chromebooks, ffrindiau • Dillad ysgol, cael siarad cymraeg • Desgiau ein hunain, ystafell gwyddoniaeth • Lle i ddysgu • Mwy o le • Ffrindiau, athrawon clên • Y peth pwysicaf i fi yn yr ysgol yw y technoleg	• larger class. play time equipment • Physical education room • Places, plenty of space, ☺ ☺ ☺ • Access, Learning, science room • room … • Making friends, getting education, the building, more space for Learning • the School council • friends, fun, plenty of space • more places for Learning and quiet places • Equipment, playing field, books, gold time, praise marks • Science and maths room, room …, thietre • It's big enough, specific rooms for each lesson, more activities left • science room • people speak Welsh, place to learn • Science, ICT, Welsh, English, History rooms • More space in the toilets and on the yard • adequate toilet space, playground • enough physical education, getting a good education, enough room for everyone • that there is a play area, space for children have lunch • get enough space • lot more space • The most important things for me is a lot of space and work is easy enough / hard • plenty of space • Enough room / big / Hall for food and then Hall for physiciol education / bag lockers and books • children learn, more space • friends, physical education, being tripple safe in the School, cctv • Physical education equipment • The most important ones for school lunch, chrome book, playtime and ipad • Large classes, keeping everyone's work, good education, physical education, plenty of space for everyone, education for disabled children, CCTV, a big enough hall for everyone, nature around the school • Learning • Ipad and chromebooks, friends • School clothes, speak Welsh • Our own desks, science room Place to learn • More space • Friends, kind teachers • The most important thing for me in school is the technology

• Yn y ysgol yma, yw fyny cofiadau a darllen newyddion • Well y peth yaf pwysicaf i fi iw bod mae neb a dim byd yn newidd neb pam mae na ysgol newydd • Y peth mwyaf pwysicaf i fi yw: teimlo'n saff, yr offer arc ae i chwarae ar yn yr haf, athrawon, ffrindiau a bod mae yna noson rhieni, yr pwnciau • Ipads, athrawon, toiledau, amser chwarae, addysgorfforol • Ffrindiau, bod ni'n teimlo'n saff • Y pethau pwysical i ydi'r dosbarthiadau ac yr athrawon • Fy ffrindiau ac bod yn fod yn yr ysgol • Dysgu petha mwy dithorol • Yr ffrindiau • Gwrando mwy galed ac yn gweithio'n galed	• In this school, is up memories and news reading • Well the most important thing for me is that no-one and nothing changes when there's a new school • The most important thing for me is to: feel safe, the equipment to play in the summer, teachers, friends and there is a parents evening, the subjects • Ipads, teachers, toilets, playtime, physical education • Friends, we feel safe • The improtant things are the classes and the teachers • My friends and being in school • Learn more intensely • The friends • Listen hardier and work hard

Cwestiwn 5 – Pa syniadau sydd gennych ar gyfer adeilad yr ysgol newydd?	
• stafell cymorth cyntaf, dodran gwell, dal cael theatere on yn fwy • Ystafell i ymlacio os wyt ti yn sal, gym ty mewn, lolfa, cawodydd, llyfrgelloedd, theatre, pwll. Diolch am ddarllen fy holiadur ☺ • fyw o toiledau, rhywb i wylio film, Ystafell cyfrifiaduron, lle i ddarllen ar gyfer amser chwarae, bagle newydd, merch Ysgol • sofa, thiater • mwy o doiledau, stafell cymorth cyntaf, cyderiau cyfyrddys, theatre mwy • gwersogu gwell, laptop newidd • mwy o toiledau, stafell cymorth cynta, dodrefn mwy, druch îs, rhywle i wylio ffilm • druch, sofa cynfi, thiyter, rhwybath i chwara efo ar y gwair • Cae chwarae gwell, gwell pynciau, mwy o glwbiau ond Ysgol (fel clwb coginio), cael dod a anifeiliaid anwes i'r Ysgol • thietr, sofa • dodrefn gwell, theatre mwy, lwlyfan mwy, gael adeilad mwy • mwy o daliadau, … mwy, drych is, stafell, camra yn yr dosbarthiadau, system air conditioner • theatre llai poeth, llyfrgell • Thieter mwy, Ystafell FAC, Ystafell parc hefo = cwch, goleudu, jecsgis ac tai • lle dawel i Dysgu, mwy dosberi, bob themau hefo Ystafell eu hun, rwle i gweld film, thietr mwy, llwyddfan mwy • mwy mawr • 2 neuadd, thieterm toiled i bob blwyddyn, 2 llawr y llawr gwalod i'r blwyddyn 1,2,derbyn a meithrin, llawr 2 i adran iau, lle i newid i addysg fforol • cwrt pel-droed/astro turf, gols pel-droed, pyst rygbi, iard chwarae digon mawr, mwy o ipads • stafell newid mwy, lle cinio mwy, toiledau mwy, dau Neuadd, cwrt pel-droed, 2 llawr, lift i bobl anabal, dosbarthiadau mwy • cwrt pel-droed • 2 llawr yn yr Ysgol newydd • yr syniad mwyaf ydi mwy o le oherwydd yn yr Ysgol yma does yna ddim llawer o le • maes chwaraeon, Neuadd mwy, cae pel dored a rygbi, gols i pel droed, cae i pel fasged a pel rwyd ac staflloedd newid, dosbarth gwyddoniaeth, pystiau rygbi, odan bondo, mwy o dechnoleg a thietr • dosbarthiadau fwy/toiledau fu/Neuadd fwy/digon o lle ar y buarth a cae/stafelloedd i newid i dillad arall • cwrt pel dored i genod a hogiau, 2 llawr, mwy o lle • mawr uchel, buarth mawr, modern, lle i genethod a bechgyn, buarth i 1 a 2 buarth i 3 a 4 a buarth i 5 a 6 • To ychal fellu mae peli ddim yn mynd ar dop y to	• a first aid room, better furntiure, still have theatre but bigger • Room to relax if you are a ill, an inside gym, a lounge, showers, libraries, theater, a pool. Thank you for reading my questionnaire ☺ • more toilets, film watching, Computer room, room to read during playtime, new bags, School girl • sofa, theater • more toilets, first aid room, comfortable chairs, bigger theater • better heating, new laptop • more toilets, first aid room, more furniture, lowered mirror, somewhere to watch a movie • mirror, comfortable sofa, a theater, and something to play with on the field • Better field, better subjects, more after school clubs (such as a cooking club), getting pets to school • theatre, sofa • better furniture, bigger theater, bigger stage, get a larger building • more payments, ... more, lower mirror, cameras in the classes, air conditioning system • less hot theater, library • Bigger theatre, FAC Room, Park room with = boat, lights, jet skis and houses • A quiet place to Learn, more classes, every subjects with a Room, see a movie, a larger diet, a bigger run • bigger • 2 halls, thietre, toilets for each year, 2 floors first floor for Year 1,2, reception and nursery, 2nd floor for the junior department, place to change for physical education • football court/astro turf, football goals, rugby posts, big enough playground, more ipads • larger changing room, bigger canteen, larger toilets, two Halls, football courts, 2 floors, lift for people with disabilities, larger classes • football court • 2 floors in the new School • The biggest idea is more space because in this School there is not a lot of space • sports pitch, larger hall, football and rugby field, football goals, basketball and netball fields and changing rooms, science class, rugby posts, …, more technology and a thietre • larger classes / toilets / Greater hall / plenty of playground space and field / rooms to change to other clothes • a hut court for girls and boys, 2 floors, more space • large high, big yard, modern, room for girls and boys, yard for 1 and 2 yard to 3 and 4 and yard to 5 and 6 • Tall roof so that balls do not go on top of the roof

• Dim byd • Ysgol modern hefo digon o le i pawb, digon o le i chwarae, Neuadd mawr a lleutu • Locker • Caeau fwy mawr tu allan • Theatre, cadeiria cyffyrddus • Clubiau ar ôl ysgol (badminton, tennis a criced ayb), cadeiriau gwell, theatr llai poeth (air conditioning), llwyfan mwy • Cadw theatre, mond angen “air conditioning” gwell • Mwy o toiledau, drych a lawr, theatre mawr, cadeiriau cyffyrddus, “air conditioning” • Cae mwy, mwy toiledau, stafell cymorth cyntaf, theatre mwy, gwisg ysgol newydd • Cadeiria gwell • Ystafell gwyddoniaeth gydag offer, llyfrgell, ystafell mathemateg gydag offer, ystafell cymorth cyntaf, cae pel-droed/rygbi gyda pyst • Mwy athrawon • Wel ella mwy o athrawon a ella llyfrgell a clocia newydd • Y syniadau dwi efo ydi bwrgwyn mwy a lot mwy o offer a dosbarth mwy • Mwy o lle a mwy o addysg gorfforol a pwnciau newydd mwy o lle i chwarae amser cinio a mwy o amser i bwyta • Dim • Ffrwytyr mawr ac 2 prydau yn lle 1 i ni ddewis o, toiledau fwy fawr, fwy o llyfrau darllen • Un syniad yw i’r ysgol fod yn fwy ac yn mwy lliwgar • Ystafell cyfriaduron mwu, mwu o beli bêl dored i amser chwarae • Mwy or ofer ac 2 trac rhedeg • Cau mawr arall a dorsbar mawr • Cael gôl a pêli newydd	• Nothing • Modern school with plenty of space for everyone, plenty of space to play, Large hall and canteed • Locker • Larger bigger fields outside • Theater, comfortable chair • After school clubs (badminton, tennis and cricket etc), better chairs, cooler theater (air conditioning), larger stage • Keep the theater, just need better "air conditioning" • More toilets, mirror and floor, large theater, comfortable chairs, "air conditioning" • More field, more toilets, first aid room, bigger theater, new uniform • Better chairs • Science room with equipment, library, maths room with equipment, first aid room, football/rugby field with posts • More teachers • Well, maybe more teachers and maybe new library and clocks • The ideas that I have is a larger whiteboard and much more equipment and a larger class • More space and more physical education and new subjects more space play during lunch time and more time to eat • None • Larger Canteen and 2 meals to chose from instead of 1, larger toilets, more reading books • One idea is for the school to be more and more colorful • Bigger computer room, more football balls for playtime • More equipments and 2 running tracks • Another large field and large class • Have a new goal and new balls

Options Appraisal: Reviewing Bangor Education Provision

As part of the Process of identifying the preferred option, the options of the long list were evaluated to compare the main advantages and disadvantages of the options under consideration. Four meetings of the Catchment-area Review Panel (CRP) were held between June and November, with the final meeting held on November 29, 2017. During the meetings, several options for primary education in Bangor were considered to ensure sustainable education for the future, by responding specifically to the increased demand for places in the Penrhosgarnedd area, and to improve the provision for learners in the city. It was also explained that further funding would be available in Band B in addition to the Band A related funding, if a need was identified. As part of the process, a number of objectives to consider for the provision in the Bangor catchment-area were identified, namely:

- Ensuring enough places for each child in the appropriate locations;
- Ensure that no school is overcrowded;
- Ensure that no school is assessed in condition C or worse;
- Significantly reduce surplus places in schools or increase efficiency;
- Reduce the range of cost per pupil for the provision of education in the catchment area;
- Ensuring that class sizes are appropriate in the primary schools;
- Ensure that there are not more than 25 pupils of the same age in one class;
- Ensure there are no more than 20 pupils of different ages in one class;
- Reconcile the quality of education in the catchment area;
- Ensure that no head teacher spends more than 20% of his time teaching;
- Develop the use of schools as a community resource;
- Improve the additional learning needs provision in the catchment area.

Long list of possible models

The case for change has been established, however, the Status Quo/Do nothing model has been included for comparison purposes.

Status Quo	Do nothing.
Model 1	Extend Y Faenol increasing the capacity from 186 to 270. Close Ysgol Coed Mawr, Glanadda and Garnedd. Establish a new school on 2 sites (infant and junior) with the infants at Coed Mawr (180) and juniors at the Garnedd site (240). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements made to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Model 2	Close Ysgol Coed Mawr, Glanadda, Y Faenol and Garnedd. Establish a new school with a capacity of 690. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements made to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Model 3	Extend Y Faenol increasing capacity from 186 to 315. New school for Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Model 4	New build for Garnedd, capacity from 350 to 380. New school for Coed Mawr and Glanadda to include places for additional children from Pen y Ffridd (Goetre Uchaf). Extend Y Faenol to c.250 and address traffic problems. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael . Consideration given to Secondary provision to include the condition of existing buildings

	and a new build for Ysgol Ein Harglwyddes.
Model 5	One lifelong learning school in Bangor (2,746 + 306). Close all existing primary and secondary schools.
Model 6	Combine Ysgol Tryfan and Ysgol Friars and establish a new Welsh medium school (1,347 + 306) building a new primary school on the current Tryfan site (420) and extending Ysgol Y Faenol (270). Close Ysgol Coed Mawr, Glanadda and Garnedd. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. New build for Ysgol Ein Harglwyddes.
Model 7	Combine Ysgol Tryfan and Ysgol Dyffryn Ogwen on a new site (700 + 150?). New primary school built on the current Tryfan site (420) and Ysgol Y Faenol (270) extended. Close Ysgol Coed Mawr, Glanadda and Garnedd. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. New build for Ysgol Ein Harglwyddes.
Model 8	Close Glanadda and Coed Mawr. Extend Ysgol Y Faenol (270). New build for Garnedd (380-420 children). New Building for Ysgol Ein Harglwyddes (120) during the second phase (through Church in Wales funding). Establish community sports facilities shared by Garnedd, Friars, Cae Top (as at Parc Eirias). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings.
Model 9	Rebuild Ysgol Ein Harglwyddes on the current site (120). Provide an extension for Glanadda (90) to merge with Ysgol Coed Mawr. Rebuild Coed Mawr to accommodate the overflow from Faenol and Garnedd (240). Parc Cegin? (plenty of space). Re-introduce bus service for pupils. Ensure enough capacity for population growth. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael . Consideration given to Secondary provision to include the condition of existing buildings.
Model 10	Increase Y Faenol capacity (270). Garnedd to move to a new site and capacity increased (330). Modify the Glanadda site to accept Coed Mawr pupils (90). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Model 11	New build for Y Faenol (270). Garnedd to move to a new site and capacity increased (420). Close Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Model 12	Extend Y Faenol to increase the capacity from 186 to 360. New school for Garnedd increasing capacity from 210 to 330. Close Ysgol Coed Mawr and Glanadda with pupils sent to Ysgol Y Faenol. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.

Options appraisal of the long list of possible models

		Status Quo	Model 1	Model 2	Model 3	Model 4	Model 5	Model 6	Model 7	Model 8	Model 9	Model 10	Model 11	Model 12
Investment Objectives	Ensure enough places for each child in the right location		✓	✓	✓	?	?	✓	✓	✓	?	✓	✓	✓
	Ensure that no school is overcrowded		✓	✓	✓	?	✓	✓	✓	✓	x	✓	✓	✓
	Ensure that no school is assessed in condition C or worse		✓	✓	✓	✓	✓	✓	✓	✓	x	✓	✓	✓
	Significantly reduce surplus places in primary schools or increase efficiency		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Reduce the range of cost per pupil for the provision of education in the catchment area		✓	✓	✓	✓	✓	✓	✓	✓	?	✓	✓	✓
	Ensure class sizes in primary schools are appropriate		✓	?	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Reconcile the quality of education in the area		✓	?	✓	?	✓	✓	✓	✓	?	✓	✓	✓
	Ensure that no head teacher spends more than 20% of his / her time teaching		✓	✓	✓	✓	✓	✓	✓	✓	?	?	✓	✓
Practical Considerations	Is it possible to achieve the option within potential site constraints?		x	x	✓	?	x	✓	x	?	x	?	✓	?
	No higher revenue costs		?	✓	✓	?	✓	✓	✓	?	?	?	✓	✓
	Band A Timetable Priority (£12.7m Limitations)		x	x	✓✓	x	x	x	x	✓✓	x	✓✓	x	x

Following consideration of the results of the above evaluation, a short list of options was created, which included the options that met the majority of the investment objectives, and could be achieved within the limitations of the practical considerations. The three options (in addition to the status quo) that ranked highest were option 3, option 8, and option 10. These options were discussed during the 3rd CRP meeting, and a questionnaire was sent to members of the CRP requesting them to submit the relevant schools comments regarding the proposed options to identify a favoured option. In addition members were asked to list the options from 1-3.

Main themes raised from the CRP responses

In terms of the comments received, the response for choosing the first option favoured option 10 and 3. The main general issues identified by members of the CRP were; the need for any option to include improvements and increase the capacity of some Bangor school buildings, that consideration be given to any impact on transport and the traffic situation in Penrhosgarnedd, consideration of language issues, ensure appropriate arrangements for the children of Coedmawr and Glanadda, and consideration for any suitable development sites available in Bangor. The tables below set out the main themes for the individual options, although it is important to note that some of the comments are relevant to all the options.

Option 3	Extend Y Faenol increasing capacity from 186 to 315. New school for Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Main themes	▪ Transport and distances ▪ Planning permission and the possibility of increasing the capacity ▪ Concerns regarding the effect on the Welsh language ▪ Need to define what is meant by giving consideration to the secondary provision.

Option 8	Close Glanadda and Coed Mawr. Extend Ysgol Y Faenol (270). New build for Garnedd (380-420 children). New Building for Ysgol Ein Harglwyddes (120) during the second phase (through Church in Wales funding). Establish community sports facilities shared by Garnedd, Friars, Cae Top (as at Parc Eirias). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings.
Main themes	▪ Friars attracts more children than Tryfan ▪ Support for non-Welsh education – undermines Tryfan ▪ Sports resources – what about the rest of the schools? ▪ Condition of Tryfan school building ▪ Loss of communities ▪ Not necessary – Adequate public and private resources.

Option 10	Increase Y Faenol capacity (270). Garnedd to move to a new site and capacity increased (330). Modify the Glanadda site to accept Coed Mawr pupils (90). Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to part of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ysgol Ein Harglwyddes.
Main themes	▪ Reduce the traveling times for pupils ▪ Capacity of 330 too small for Garnedd. ▪ Focus on the secondary soon ▪ Transport ▪ Need confirmation of where the 'new site' will be located ▪ Post-use and sale of sites

Decision on the current direction

During the 4th CRP meeting, the option that reflected the current direction was identified, namely Option 3. This was based on the evaluation of how the options met the investment objectives, practical consideration such as financial resources, time and suitable sites, and the comments received from members of the CRP. Following further discussions, based on comments set out in the 4th CRP meeting, Option 3 contains a revised capacity of 315 rather than 270 for the Faenol. This proposed element will allow access arrangements for a class and a half yearly.

Review of Education Provision in Bangor

Language impact and community impact assessments

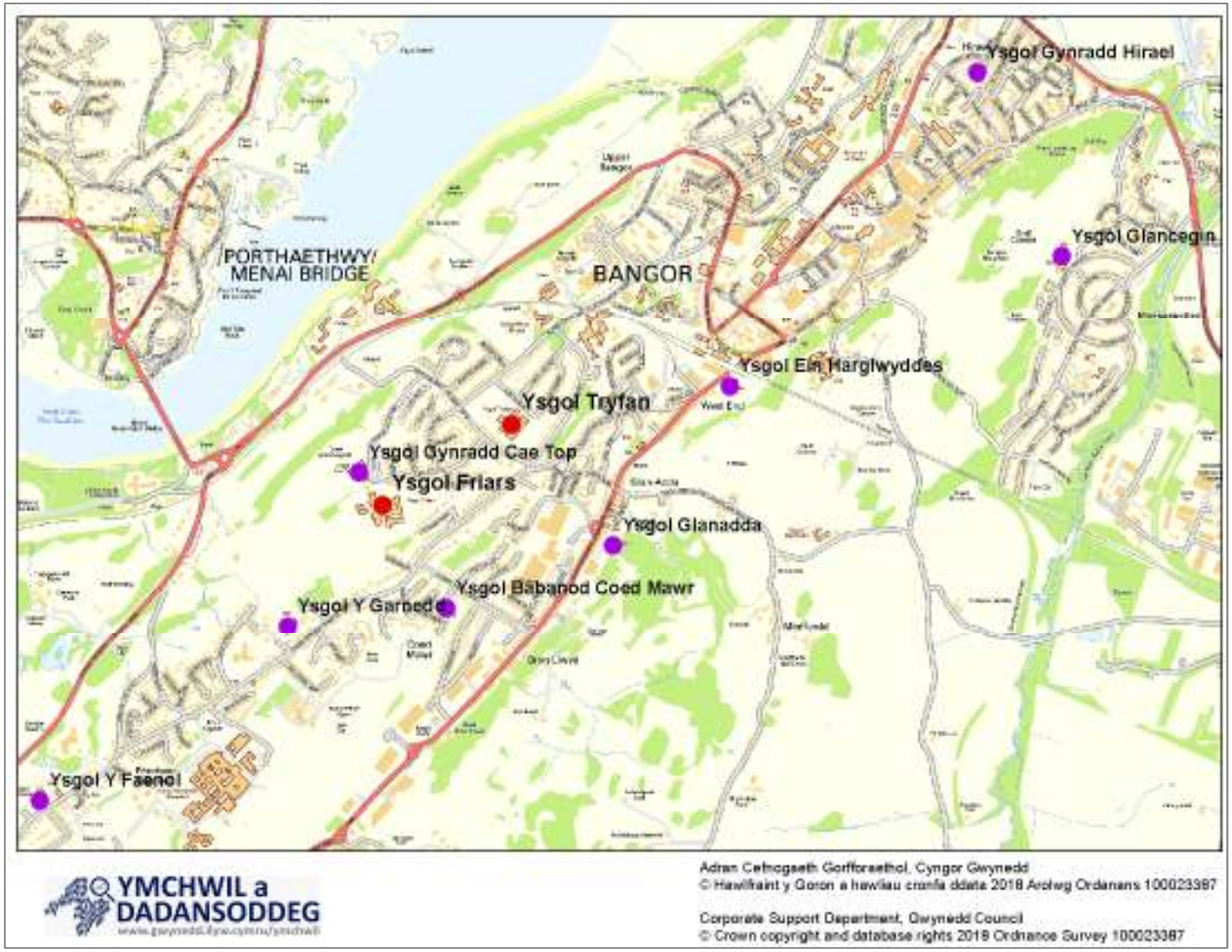
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Map 1: Location of Bangor schools



1. Introduction

Supporting and developing the ability of Gwynedd children to learn and use their language skills is key to the County's education strategies. The Council is reorganising schools in Bangor, and it is required, in accordance with the School Organisation Code (006/2013), to carry out a language impact assessment. This document outlines the situation regarding the main language considerations relating to the effects of the options in question in Bangor.

1.1 Gwynedd's Situation

The 2011 Census indicates that 77,000 (65.4%) of the Gwynedd population over the age of three can speak Welsh, which is a decrease from the previous Census. The 2011 Census figures also indicate that 65,900 (56%) people over the age of three can speak, read, and write in Welsh.

In Gwynedd, as with many other Local Authorities in Wales, there is a significant difference in the percentage of Welsh speakers within different wards. The 2011 Census demonstrates that the percentage of Welsh speakers across the county varies, with the highest percentage in Llanrug (87.8%) and Peblig (87.4%) wards in Caernarfon. The percentage towards Bangor falls to 36.4%, and in coastal areas in Meirionnydd such as Aberdyfi 35.5%. Even so, the proportion of Welsh speakers represents at least 30% of the permanent population in all wards other than two, namely Menai ward (18.6%) and Deiniol ward (22.8%) in Bangor.

1.2 Language policy

Primary

The aim of the Language Policy is the same across all the County's primary schools, namely to develop the ability of each pupil to be confident in both languages by the end of KS2. Welsh is the official language of assessment at the school at the end of the Foundation Phase. In KS2, there is continuous development of pupils' grasp of Welsh, paying attention to their skills in both languages.

Secondary

In secondary schools, all pupils who have reached the required level, 3+ at the end of KS2, are expected to follow Welsh First Language in KS3 to ensure appropriate continuity and progression. The aim is to enable these pupils to study English and Welsh as subjects up to the end of year 11.

Secondary schools build on the foundation established in the primary school to ensure that all pupils continue to develop skills in both Welsh and English. The County does not define secondary schools according to language categories as all have the same expectation in relation to the Language Policy, namely to give all pupils the opportunity to be confident bilingually.

1.3 Strategic Direction for Education in Gwynedd

The Council's "Excellent Primary Education for Children in Gwynedd" strategy was adopted in April 2009 and revised in December 2010. The Council also developed and supported a major strategy "Towards 2025" in October 2010. The document provides a strategic direction for education and training developments in Gwynedd for the next 15 years. The programme was introduced in the context of the forthcoming national and local policies and plans to transform services provided for children, young people and their families.

2. Language Profile of the Bangor Catchment Area

Some of the proposed changes would have an impact on the number of schools across Bangor. Using data from the 2011 Census, we are able to examine the language profile of Bangor and Pentir wards. The table shows that 7,190 (39.3%) of the area's residents are able to speak Welsh.

Ward	Deiniol	Dewi	Garth	Glyder	Hendre	Hirael	Marchog	Menai	Pentir
All Residents 3+	1,795	1,764	983	1,726	1,449	1,656	2,448	4,107	2,366
Able to Speak Welsh	410 (22.8%)	927 (52.6%)	299 (30.4%)	893 (51.7%)	656 (45.3%)	625 (37.7%)	1,229 (50.2%)	762 (18.6%)	1,389 (58.7%)
Ability to speak Welsh but cannot read or write Welsh	46 (2.6%)	140 (7.9%)	53 (5.4%)	107 (6.2%)	114 (7.9%)	98 (5.9%)	218 (8.9%)	66 (1.6%)	157 (6.6%)
Ability to speak and read Welsh but cannot write Welsh	44 (2.5%)	89 (5%)	17 (1.7%)	67 (3.9%)	69 (4.8%)	57 (3.4%)	109 (4.5%)	31 (0.8%)	116 (4.9%)
Ability to speak, read and write Welsh	320 (17.8%)	691 (39.2%)	229 (23.3%)	717 (41.5%)	468 (32.3%)	469 (28.3%)	900 (36.8%)	661 (16.1%)	1,111 (47.0%)
Another combination of Welsh language skills	46 (2.6%)	45 (2.6%)	25 (2.5%)	48 (2.8%)	47 (3.2%)	36 (2.2%)	79 (3.2%)	70 (1.7%)	52 (2.2%)
Ability to understand spoken Welsh only	101 (5.6%)	294 (16.7%)	74 (7.5%)	206 (11.9%)	179 (12.4%)	175 (10.6%)	447 (18.3%)	156 (3.8%)	265 (11.2%)
No Welsh Language Skills	1,238 (69%)	505 (28.6%)	585 (59.5%)	581 (33.7%)	572 (39.5%)	821 (49.6%)	695 (28.4%)	3,123 (76%)	665 (28.1%)

Estimates from the middle of 2016 for Bangor and Pentir wards indicate a population of 19,313 with 2,665 aged 0-15 years old. This is an increase of 2.69% and 3.86% on the 2011 Census figures. Recently there have been a number of housing developments in Bangor and we expect that the trend of increase in the population will continue.

3. Schools

3.1 Capacity of Schools

There are 9 primary schools in the Bangor area. The table below indicates the capacity of the schools based on the number of pupils attending in September 2017. It is anticipated that the number of pupils will increase in the next few years.

Table 2: Capacity of schools

School	Capacity	Number of pupils	Status
Ysgol Cae Top	210	240	RCE
Ysgol Ein Harglwyddes	113	123	CCP
Ysgol Glanadda	81	41	IS
Ysgol Babanod Coed Mawr	56	28	BS
Ysgol Glancegin	210	251	CS
Ysgol Hirael	186	195	CS
Ysgol Y Faenol	186	219	RCE
Ysgol Y Garnedd	210	338	CS
Ysgol Llandygai	157	149	RCE

RCE – Voluntary Controlled School – Church in Wales
CCP – Voluntary Aided School – Roman Catholic Church
IS – Community Junior School
BS- Community Infants School
CS – Community School

3.2 Academic Performance

The following tables show the results of Foundation Phase and KS2 for Bangor schools:

Table 12: Percentage of pupils who have reached the expected level - Welsh (first language)– Foundation Phase

School	Foundation Phase (Achieved Outcome 5+)					
	2012	2013	2014	2015	2016	2017
Cae Top	86.2	86.7	92.9	100.0	96.4	100.0
Ein Harglwyddes	-	-	-	-	-	-
Glanadda	-	-	-	-	-	-
Coed Mawr	57.1	80.0	75.0	87.5	93.3	87.5
Glancegin	63.6	82.6	80.0	82.9	84.6	83.8
Hirael	77.8	79.2	57.1	76.5	66.7	63.2
Y Faenol	94.7	96.6	93.1	100.0	96.0	87.1
Y Garnedd	96.9	94.6	93.9	95.9	95.0	100.0
Llandygai	83.3	87.0	88.9	90.9	89.5	94.7

Table 13: Percentage of pupils who have reached the expected level - Welsh (first language) - KS2

School	KS2 (Achieved Outcome 5+)					
	2012	2013	2014	2015	2016	2017
Cae Top	70.0	78.6	85.7	100.0	84.6	86.7
Ein Harglwyddes	0.0	76.9	*	75.0	*	*
Glanadda	40.0	77.8	77.8	*	75.0	83.3
Coed Mawr	-	-	-	-	-	-
Glancegin	50.0	70.6	76.9	80.0	60.0	73.7
Hirael	62.5	77.8	77.3	76.0	61.5	73.7
Y Faenol	91.3	88.0	100.0	92.3	92.9	84.6
Y Garnedd	95.2	97.9	97.4	90.5	100.0	100.0
Llandygai	85.7	85.0	92.3	95.0	81.8	88.0

- Not applicable

* Data is not available (Ein Harglwyddes does not follow Welsh (first language)

Source: National Data Collection (NDC) via (http://mylocalschool.gov.wales/?lang=cy)

We are able to see that all schools succeed when it comes to academic achievement. Over 70% of pupils in each school have reached the expected level in Welsh (first language) in 2017. We note that even in the schools where the culture of speaking Welsh is not so strong, pupils continue to succeed academically in Welsh and that the schools give them a solid education in the language.

As part of the implementation of the Language Charter, all KS2 pupils in every primary school in Gwynedd (apart from Ysgol Ein Harglwyddes) complete an online language questionnaire relating to the use of Welsh in the school twice a year. Below are the results from October 2017 demonstrating how pupils use Welsh with their teachers. (There is no data for Ysgol Babanod Coedmawr as there are no pupils from 3-6 years at the school).

Table 4: Percentage of children who speak Welsh with their teachers (excluding English lessons)

Speak Welsh with the teachers (excluding English lessons)	Always	Often	Sometimes	Rarely	Never
Ysgol Y Faenol	16%	36.8%	34%	6.6%	6.6%
Ysgol Y Garnedd	96.9%	0.6%	1.9%	0.6%	0%
Ysgol Glanadda	71.4%	11.9%	9.5%	7.1%	0%
Ysgol Cae Top	6%	42.9%	35.7%	11.9%	3.6%
Ysgol Glancegin	57.5%	28.3%	11.3%	1.9%	0.9%
Ysgol Hirael	45.1%	19.5%	23.2%	8.5%	3.7%
Ysgol Llandygai	52.2%	18.8%	13%	5.8%	10.1%

Table 5: Percentage of children who speak Welsh with the Classroom Assistants.(excluding English lessons)

Speak Welsh with the Clasroom Assistants (excluding English lessons)	Always	Often	Sometimes	Rarely	Never
Ysgol Y Faenol	8.5%	25.5%	39.6%	16%	10.4%
Ysgol Y Garnedd	96.3%	1.3%	1.3%	0.6%	0.6%
Ysgol Glanadda	69%	14.3%	9.5%	7.1%	0%
Ysgol Cae Top	3.6%	29.8%	44%	13.1%	9.5%
Ysgol Glancegin	51.9%	31.1%	13.2%	1.9%	1.9%
Ysgol Hirael	36.6%	19.5%	25.6%	11%	7.3%
Ysgol Llandygai	42.0%	17.4%	20.3%	8.7%	11.6%

Tabl 6: Percentage of children who speak Welsh with the rest of the school staff

Speak Welsh with the rest of the school staff	Always	Often	Sometimes	Rarely	Never
Ysgol Y Faenol	7.5%	24.5%	34.9%	17.9%	15.1%
Ysgol Y Garnedd	97.5%	1.3%	1.3%	0%	0%
Ysgol Glanadda	28.6%	40.5%	19%	11.9%	0%
Ysgol Cae Top	3.6%	23.8%	48.8%	13.1%	10.7%
Ysgol Glancegin	48.1%	31.1%	11.3%	5.7%	3.8%
Ysgol Hirael	31.7%	15.9%	30.5%	9.8%	12.2%
Ysgol Llandygai	34.8%	20.3%	23.2%	7.3%	14.5%

3.3 Informal use of the Welsh Language

Table 3: Percentage of children who speak Welsh with children in the classroom

Speak Welsh with pupils in the classroom	Always	Often	Sometimes	Rarely	Never
Ysgol y Faenol	2.8%	8.5%	57.5%	17%	14.2%
Ysgol y Garnedd	88.8%	6.9%	3.1%	0%	1.3%
Ysgol Glanadda	4.8%	21.4%	66.6%	7.1%	0%
Ysgol Cae Top	2.4%	8.3%	56%	22.6%	10.7%
Ysgol Glancegin	26.4%	25.5%	40.6%	2.8%	4.7%
Ysgol Hirael	4.9%	15.9%	48.8%	22%	8.5%
Ysgol Llandygai	5.8%	5.8%	31.9%	23.2%	33.3%

Table 7: Percentage of children who speak Welsh with the children on the corridor and in the lunch hall

Speak Welsh with pupils in the corridor and lunch hall	Always	Often	Sometimes	Rarely	Never
Ysgol y Faenol	2.8%	8.5%	24.5%	36.8%	27.4%
Ysgol y Garnedd	83.8%	12.5%	3.1%	0.6%	0%
Ysgol Glanadda	4.8%	21.4%	50%	19%	4.8%
Ysgol Cae Top	1.2%	3.6%	34.5%	35.7%	25%
Ysgol Glancegin	11.3%	20.8%	36.8%	14.2%	17%
Ysgol Hirael	1.2%	12.2%	32.9%	25.6%	28%
Ysgol Llandygai	7.3%	5.8%	37.7%	15.5%	33.3%

Table 8: Percentage of children who speak Welsh on the school yard

Speak Welsh on the school yard	Always	Often	Sometimes	Rarely	Never
Ysgol y Faenol	2.8%	8.5%	22.6%	30.2%	35.8%
Ysgol y Garnedd	79.4%	16.3%	4.4%	0%	0%
Ysgol Glanadda	0%	19%	57.1%	19%	4.8%
Ysgol Cae Top	0%	5.6%	31%	39.3%	23.8%
Ysgol Glancegin	5.6%	25.5%	42.5%	16%	10.4%
Ysgol Hirael	4.9%	7.3%	30.5%	29.3%	28%
Ysgol Llandygai	1.4%	7.2%	31.9%	17.4%	42.0%

Table 10: Percentage of children confident in speaking Welsh

I'm confident speaking Welsh	Very Confident	Confident	Fairly Confident	Not Confident	Not at all Confident
Ysgol y Faenol	42.5%	26.4%	19.8%	5.7%	5.7%
Ysgol y Garnedd	78.8%	11.9%	6.3%	1.9%	1.3%
Ysgol Glanadda	59.5%	21.4%	7.1%	9.5%	2.4%
Ysgol Cae Top	15.5%	33.3%	33.3%	8.3%	9.5%
Ysgol Glancegin	60.4%	29.2%	8.5%	0.9%	0.9%
Ysgol Hirael	46.3%	18.3%	17.1%	12.2%	6.1%
Ysgol Llandygai	44.3%	24.6%	11.6%	2.9%	15.9%

Table 11: Percentage of pupils who think it's important to speak Welsh

I believe that it is important to speak Welsh	Very Important	Important	Fairly Important	Not Important	Not at all Important
Ysgol y Faenol	76.4%	14.2%	5.6%	0.9%	2.8%
Ysgol y Garnedd	84.4%	11.9%	3.8%	0%	0%
Ysgol Glanadda	95.2%	4.8%	0%	0%	0%
Ysgol Cae Top	33.3%	35.7%	20.2%	3.6%	7.1%
Ysgol Glancegin	74.5%	20.8%	1.9%	2.8%	0%
Ysgol Hirael	63.4%	19.5%	13.4%	2.4%	1.2%
Ysgol Llandygai	71.0%	11.6%	8.7%	0.0%	8.7%

Number of responses :
Y Faenol – 106
Y Garnedd – 160
Glanadda – 42
Cae Top – 84
Glancegin – 106
Hirael – 82
Llandygai - 69

It is clear that there are significant differences in the use of the Welsh language by pupils in Bangor schools. We see that Ysgol Y Garnedd is the only school where the majority of pupils "always" speak Welsh on the school yard as well as with teachers and school staff.

The use of the Welsh language remains fairly high at Ysgol Glancegin and Ysgol Glanadda and Babanod Coedmawr with a clear effort from pupils to use the language with school staff and a likelihood to use the language on the school yard "often" "sometimes" or "little".

There is less use of the Welsh language at Ysgol Hirael, the majority of pupils only "sometimes" speak Welsh with each other in the classroom with a number doing so "very little" or "never" on the yard. However, 65% of pupils "always" or "often" speak Welsh with their teachers.

At Ysgol Y Faenol and Ysgol Cae Top we see that pupils do not use Welsh naturally, with less than 3% speaking Welsh with each other "always" in the classroom. The majority of pupils speak Welsh with their teachers in the school. At Ysgol Y Faenol 35.8%, say that they "Never" speak Welsh in the school yard with 30.2% saying that they were speaking "very little". None of Ysgol Cae Top pupils “always” speak Welsh in the school yard. 39.3% spoke "very little" Welsh and 23.8% "Never" did.

No data is available for the use of the Welsh language in Ysgol Ein Harglwyddes. The Estyn inspection notes that the school needs to make greater use of the Welsh language in lessons. The percentage of pupils meeting the expected standard in Welsh at the end of KS2 is close to the results in Ysgol Hirael and Ysgol Glancegin, which shows good ability in Welsh from the majority of the pupils when leaving the school.

3.4 Children’s language background

At the beginning of their time at school, parents of pupils complete a form which asks questions about the pupils' language background. The tables below show the percentage of pupils who spoke Welsh at home when they started school and the percentage of pupils who spoke a different language to English or Welsh at home.

School	Speaks Welsh at home (%)
Ysgol Y Faenol	17.05%
Ysgol Y Garnedd	67.26%
Ysgol Glanadda	22.58%
Ysgol Babanod Coed Mawr	25%
Ysgol Cae Top	16.46%
Ysgol Glancegin	24.19%
Ysgol Hirael	13.37%
Ysgol Ein Harglwyddes	3.28%
Ysgol Llandygai	29.1%

School	Speaks another language other than Welsh or English at home
Ysgol Y Faenol	22.12%
Ysgol Y Garnedd	0.29%
Ysgol Glanadda	11.63%
Ysgol Babanod Coed Mawr	32.14%
Ysgol Cae Top	16.46%
Ysgol Glancegin	1.61%
Ysgol Hirael	22.99%
Ysgol Ein Harglwyddes	47.54%
Ysgol Llandygai	0%

There is a great variation in the linguistic backgrounds of pupils in different schools. The majority of pupils who only speak Welsh at home is Ysgol Y Garnedd, with as little as 3.28% doing so at Ysgol Ein Harglwyddes and 13.37% at Ysgol Hirael. This is partly due to the demography of Bangor but, also, many Welsh-speaking homes choose for their children to attend Ysgol Y Garnedd as it's locally known as a 'Welsh School'.

4. Additional Evidence

Estyn reports contain a little commentary on the use of Welsh in Primary schools. In addition, some schools comment on their use of the language on their websites.

Cae Top

Estyn's 2016 report states

"About 25% of pupils come from ethnic minority or mixed backgrounds and speak 16 different languages. About 24% of pupils are learning English as an additional language. Welsh is used as the medium of teaching in the Foundation Phase. In key stage 2, teachers are taught through both the medium of Welsh and English." and recommends the school to "continue to raise standards in Welsh"

(https://www.estyn.gov.wales/sites/default/files/documents/Ysgol%20Gynradd%20Cae%20Top%20en.pdf)

On the school website they say

"We have ... additional teachers who provides extra Welsh Lessons for specific individuals." "About 27% of our pupils come from overseas, over twenty different languages are spoken in the homes and we are very proud of the multi-cultural ethos found in the school."

Ein Harglwyddes

Estyn's 2011 report states

"Approximately half the pupils are of Asian, Eastern European or other ethnic origin and speak English as an additional language. No pupils use Welsh as a first language." and recommends the school to "make more consistent use of incidental Welsh during lessons."

"Pupils of all ages make good progress in Welsh language development. Many respond positively to greetings and instructions with the more confident using simple learned phrases and sentences purposefully to express their ideas."

(https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20Report%20Ysgol%20Ein%20Harglwyddes%20ENG%202011_0.pdf.pdf.pdf.pdf.pdf.pdf)

Glanadda

Estyn's 2013 report states

"Twelve per cent of pupils come from homes where Welsh is spoken." And it needs to "*Raise standards in Welsh."*

“They contribute confidently and sensibly to group discussions in English. However, many pupils’ Welsh oral skills do not develop sufficiently by the end of key stage 2 and they do not have confidence to contribute effectively to discussions in Welsh.”

*(*https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20report%20Ysgol%20Glanadda%202013_0.pdf.pdf.pdf.pdf.pdf)

Ysgol Glanadda and Coed Mawr are part of a federation called Bro Ddewi and share a website. The website identifies one of the aims of the school as being to:

"Enable all pupils to become fluent in Welsh and English to enable them to become fully involved in the social and cultural life of our bilingual society."

Babanod Coed Mawr

Estyn’s 2015 report states

"About 8% of the pupils are from Welsh-speaking homes." "Able pupils read fluently and intelligently in Welsh”
(https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20report%20%20Ysgol%20Babanod%20Coed%20Mawr%202015.pdf.pdf)

Ysgol Glanadda and Coed Mawr are part of a federation and share a website.

Glancegin

The Estyn’s 2013 report recommends that the school needs to

“Ensure further improvements in Welsh across the school”

And observethat school pupils

“they do not speak Welsh with each other when they are not being supervised directly by an adult.”

“The school takes advantage of every opportunity to add the Welsh dimension in schemes of work and in displays A report on Ysgol Glancegin February 2013 throughout the school. The content is made as relevant as possible to pupils, and about events to which they can relate, for example the bombing of Maesgeirchen during the Second World War. The school provides a number of after-school clubs in order to extend pupils’ experience of using the Welsh language.”

“Teachers’ expectations in terms of the use and standard of the Welsh language are not consistent enough“

(https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20Report%20Ysgol%20Glancegin%202013_0.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf)

Hirael

In the Estyn Report 2015, it says

“A few pupils come from Welsh-speaking homes.”

”Many pupils’ Welsh language skills are not developing adequately across the school”

(https://www.estyn.gov.wales/sites/default/files/documents/Ysgol%20Gynradd%20Hirael%20en_2.pdf)

On the school's website he says

"We follow Gwynedd's Education Department's language policy by providing Welsh-medium education for all children in the Infants Department" and "Staff should always try to use Welsh regularly with every pupil. Welsh should be a consistent feature of displays in every classroom and corridor as every opportunity should be taken to highlight aspects of the Cwricwlwm Cymreig in the general life and work of the school."

Y Garnedd

The Estyn 2012 report says

"Sixty-seven per cent of pupils come from homes where Welsh is spoken, and about 95% of pupils speak Welsh as a first language or to an equivalent standard. Five pupils come from an ethnic background."

(https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20report%20Ysgol%20y%20Garnedd%20October%202012_0.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf)

Y Faenol

The school prospectus identifies one of their objectives as:

"To enable each pupil to become fluent in both Welsh and English so that he may fully participate in both the social and cultural life of the bilingual community to which he belongs."
(http://www.faenol.gwynedd.sch.uk/Faenol-Prosbectws.pdf)

Estyn's report 2010 recommends that the school needs to:

"improve the standard of pupils' written work in Welsh, especially in key stage 2;"

And said

"Considering their Language backgrounds, most pupils make good progress in Welsh. They show positive attitudes towards learning the language and by the end of key stage 2, they succeed in attaining a good level of bilingualism. Standards in Welsh have improved since the previous inspection.

(https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20Report_Ysgol%20Y%20Faenol_ENG_2010_0.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf.pdf)

Llandygai

Estyn's 2012 report states

"About 20% of pupils speak Welsh at home."

https://www.estyn.gov.wales/sites/default/files/documents/Inspection%20report%20Ysgol%20Llandygai%20Eng%202012_0.pdf.pdf.pdf.pdf.pdf.pdf.pdf

On the school's website the say

"The school’s vision is to encourage use of Welsh in a social context to nurture confident bilingual pupils."

5. Potential Options

Continue with current procedures

Option 3

Extend the Faenol increasing capacity from 186 to 315. New school to Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. Increase the capacity of Glancegin to receive additional foundation phase pupils. Improvements to the parts of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ein Harglwyddes

Option 10

Increase Y Faenol capacity to (270). Garnedd to move to a new site and capacity increased to (330). Modify the Glanadda site to accept Coed Mawr pupils (90). Increase the capacity of Ysgol Glancegin to receive additional foundation phase pupils. Improvements to parts of Ysgol Hirael. Consideration given to Secondary provision to include the condition of existing buildings and a new build for Ein Harglwyddes.

*Following further discussions, based on comments set out in the 4th CRP meeting, Option 3 contains a revised capacity of 315 rather than 270 for Y Faenol. This proposed element will allow annual access arrangements for a class and a half yearly.

6. Conclusion

It is difficult to anticipate what impact any plan will have on the Welsh language. Currently, several Welsh speaking homes in the Bangor area decide to send their children to Ysgol y Garnedd which has traditionally been regarded as the most Welsh school in the area. The number of pupils who achieve the expected standard in Welsh at the end of KS2 has been 100% during the past two years which is excellent. Through increasing capacity at Ysgol y Garnedd, it is expected that more children from non-Welsh speaking households will attend the school. It is possible that the school's Welsh culture will be maintained and pupils from non-Welsh speaking homes will frequently use Welsh as is already witnessed at Y Garnedd. The figures indicate that, through the strong leadership of teachers, a school can have an impact on the use of Welsh within school classes, and it is expected that this will remain strong at Y Garnedd following an increase in capacity. It is difficult to assess if the school is able have an impact on the language spoken in the playground, given the huge difference in the use of Welsh in the classroom and in the playground at some schools. It is therefore possible that increasing the capacity at Ysgol y Garnedd would reduce the number speaking Welsh "always" in the playground for a while. Increasing the capacity to a smaller number of 330 instead of 420 as in option 10 would reduce this risk in the short term. However, through the detriment of these children, more bilingual and proficient children will be nurtured by the medium term

The option to close Coed Mawr and Glanadda schools is aligned to a substantial extension to Ysgol y Garnedd. It is therefore expected that the majority of pupils who would attend these schools would attend Ysgol y Garnedd. Considering that the majority of Glanadda pupils are confident Welsh speakers, who would consider it important to speak Welsh and speak Welsh "at all times" to their teachers, it is likely that they would feel at home with the Welsh culture at Ysgol y Garnedd and would not excessively change the language spoken in the classroom.

The Language Policy is the same for all Gwynedd primary schools. Considering the evidence above, and in accordance with the Language Policy, the medium of curriculum provision is expected to be the same across primary schools, and all Bangor primary schools (apart from Ein Harglwyddes School) are successful in a significant percentage of pupils achieving the expected level of Welsh (first language) in Foundation Phase and KS2. Gwynedd Council have formed a Language Policy in order to ensure that the Council and Council Staff continue to promote the Welsh language. The language policy outlines how the Council intends to comply with the Language Standards and how the Council will seek to take advantage of every opportunity to promote the use of Welsh services amongst Gwynedd residents.

In the Bangor area, Menter Iaith Bangor promotes and expands the Welsh language within the community across the city. They say that they wish to "*see the language becoming a natural feature of everyday life here, on the streets, in the shops, and indeed everywhere, with all residents sharing the responsibility for its future and ensure that it thrives."* Further information on Menter Iaith Bangor is available on their website.

However, it is recognised that the extent of Welsh culture in primary schools in Bangor and across the County varies, mainly based on the children's language background. This diversity is reflected in the use of Welsh by the children in informal and social contexts. As a response to this, the Council's Charter was developed as a specific scheme which operates in every primary school in Gwynedd to

encourage the social use of Welsh by children and to promote awareness of the schools' Welsh language culture. See Appendix 1 for more information about the use of Welsh.

7. Recommendations

Merging the data in this manner does not provide a perfect projection of what would happen, and does not take into account the impact that other pupils, teachers and the environment have on pupils' use of the language. When examining the tables, it is apparent that the percentages have changed when combining both schools' results but this is not substantial in several of the categories. A substantial majority of respondents continue to speak Welsh 'every time' in various situations. This augurs well for the Welsh language at Ysgol Y Garnedd if there was attendance by Glanadda pupils. It appears that there would be a strong Welsh speaking culture there that would encourage all pupils at the school to speak Welsh.

This exercise (although un-scientific) of merging Ysgol y Garnedd and Ysgol Glanadda "gwe iaith" data indicates that increasing the numbers at Ysgol y Garnedd to admit pupils from Ysgol Glanadda, could lead to a reduction in the use of Welsh socially at Ysgol y Garnedd, and in particular on the playground.

However, we are already aware that a number of Welsh homes in the Bangor area decide to send their children to Ysgol y Garnedd as it is considered to be the most Welsh school in the area. This occurs mainly due to the language background of the children who attend the school, as well as a tradition of robust leadership and a strong commitment towards the Welsh language throughout the school.

Based on data in **Appendix 1**, a reduction could be predicted in children's social use of Welsh. It is however, anticipated that strong leadership and a robust commitment at Ysgol y Garnedd towards Welsh could have a positive impact on pupils at Ysgol Coedmawr and Glanadda, with an increasing impact over the years as the pupils are more immersed in the culture at Ysgol y Garnedd.

With regard to attitudes towards the Welsh language, it was observed that pupils at Ysgol y Garnedd and Ysgol Glanadda have very positive attitudes towards Welsh, when they were asked 'How confident are they when speaking Welsh?' and 'Do they think it is important to speak Welsh?'

The increased capacity offered to Y Faenol, Ein Harglwyddes and Glancegin schools are not likely to impact on the language situation, as pupil numbers attending these schools are not close to the new capacity.

8. Community Impact

As part of the statutory consultation process, a community impact assessment is required to comply with the Schools Organisation Code 006/2013. This assessment is derived from Welsh Government national guidelines for schools re-organisation, including considerations regarding the unique requirements of rural areas.

"In some areas, the school can also be a focal point for a community activity, and closing implications may be more than a matter of education provision*. This can be a typical feature in rural areas if school buildings are used to provide services for the local community".*

"The case prepared by those submitting proposals indicate that an assessment has been held on the impact of school closure on the community, and how the community facilities currently provided by the school, could be held. If there is a proposal to close a school, Local Authorities should consider what action needs to be taken to maintain or improve engagement with education process and with other facilities provided by schools as before and after school activities that could assist to address child poverty."

Source: Circular 006 /2013

Discussions are being held in the Bangor catchment area regarding primary schools re-organisation. Within the catchment area, there are 9 primary schools and 2 secondary schools. Map 1 (page 3) provides the locations of the schools. Considering that the schools are within close proximity in an urban area, we can state that the school communities have access to the same general resources (e.g. surgery, shopping, church etc.). The community utilises the buildings and resources of some of the schools currently, any change to the buildings, especially the closure of any sites, will impact on the communities.

The following table notes which community activities, outside normal school work, which take place in school buildings. Many of these activities are aimed at school pupils but other community groups, such as choirs, bands and sports teams also make use of the school buildings. .

Table 14: Community Use of school facilities

	Cae Top	Ein Harglwyddes	Glanadda	Coedmawr	Glancegin	Hirael	Y Faenol	Llandygai	Y Garnedd
Yr Urdd	✓				✓		✓		✓
Sports	✓		✓				✓		✓
Choir Practice							✓		✓
Music Practice			✓						✓
After School Club	✓						✓	✓	✓
Breakfast Club			✓				✓	✓	✓
Charity Events	✓		✓		✓		✓		
Educational Clubs	✓	✓					✓		

Community Services							✓		
Nursey Group (Cylch Meithrin)	✓							✓	✓
School Holidays Club	✓						✓		✓
Catholic Church Confirmation Classes		✓							

By closing Glanadda and Coedmawr sites (Option 3 and Option 8) certain elements of community events will be lost. However, we observe that other schools in the area such as Ysgol y Garnedd make similar use of the school building and the community could make use of this building.

There is no reason to conclude that any of the options would have a negative impact on the community.

Appendix 1

Table 9.1: Percentage of pupils who speak Welsh with children in the classroom

Speak Welsh with children in class	Always	Often	Sometimes	Very Little	Never
Ysgol y Garnedd	88.8%	6.9%	3.1%	0%	1.3%
Ysgol Glanadda	4.8%	21.4%	66.6%	7.1%	0%
With one another	71.3%	9.9%	16.3%	1.5%	1%

Table 9.5: Percentage of pupils who speak Welsh to the children on the corridor and in the dining hall

Speak Welsh with the children on the corridor and in the dining hall	Always	Often	Sometimes	Very little	Never
Ysgol y Garnedd	83.8%	12.5%	3.1%	0.6%	0%
Ysgol Glanadda	4.8%	21.4%	50%	19%	4.8%
With one another	67.3%	14.4%	12.9%	4.5%	1%

Table 9.6: Percentage of pupils who speak Welsh on the school playground

Speak Welsh on the school playground	Always	Often	Sometimes	Very Little	Never
Ysgol y Garnedd	79.4%	16.3%	4.4%	0%	0%
Ysgol Glanadda	0%	19%	57.1%	19%	4.8%
With one another	62.9%	16.8%	15.3%	4%	1%

Table 9.8: Percentage of pupils confident when speaking Welsh

Confident Welsh Speaker	Very confident	Confident	Fairly Confident	Not Confident	Total lack of confidence
Ysgol y Garnedd	78.8%	11.9%	6.3%	1.9%	1.3%
Ysgol Glanadda	59.5%	21.4%	7.1%	9.5%	2.4%
With one another	74.8%	13.7%	6.4%	3.5%	1.5%

Table 9.9: Percentage of pupils who think that it is important to speak Welsh

I think that it is important to speak Welsh	Very important	Important	Fairly important	Not important	Of no importance
Ysgol y Garnedd	84.4%	11.9%	3.8%	0%	0%
Ysgol Glanadda	95.2%	4.8%	0%	0%	0%
With one another	86.6%	10.4%	3%	0%	0%

Modernisation Education Programme

Education Department

Equality Impact Assessment Report

Bangor Catchment

January 2018

Introduction

It has become apparent that a number of issues need to be addressed in Bangor schools, for example:

- overcapacity in some schools (Garnedd and Faenol)
- high number of surplus places in some schools (Coedmawr and Glanadda)
- leadership and recruitment issues – especially headteacher posts
- unsuitable teaching spaces which restrict the ability to provide a full curriculum
- poor building conditions in some cases
- a lack of facilities
- inconsistent per head pupil cost between schools
- ensuring schools are viable in the future, with a detailed consideration of any further housing developments in the Goetre Uchaf area(Penrhosgarnedd)

Gwynedd Council, through its 21st Century Schools Funding Programme, will seek to address the issues above by developing suitable educational models which are viable for the future. Some elements will be implemented through the current Band A Funding Programme (2013-18) and other elements during future funding programmes.

Initial discussions have been held by the Catchment Review Panel (CRP) forum. The CRP consists of Headteachers, Chair of Governors, Parent Governor representatives from all schools in the catchment, Local Councillors, Church (Catholic and Anglican) representatives, and representatives from Group Llandrillo Menai. Following discussion by the CRP, a list of 12 options were identified. It is anticipated that certain elements will be implemented in a phased approach.

Short List of Options :

1. **Status Quo** – current situation unchanged.

2. **(Option 3)** Extend the Faenol to increase capacity from 186 to 315. New school to Garnedd increasing capacity from 210 to 420. Close Ysgol Coed Mawr and Glanadda. New building for Our Lady. Increase the capacity of Glancegin to receive additional foundation phase children. Improvements to the parts of Ysgol Hirael's building . Consideration of Secondary provision including the condition of existing buildings.

   N.B It is anticipated that other elements will be implemented under the Band B funding programme, including, improvements to parts of Ysgol Hirael, consideration given to Secondary provision (particularly the condition of buildings) and the identification of a more suitable site for Our Ladies school (the majority of which will be financed by the Church (85%) with a 15% contribution from the Council through the 21st Century Schools Programme).

3. **(Option 8)** Close Ysgol Glanadda and Coed Mawr. Extension to Ysgol Faenol (315). A new build for Garnedd (380-420 children). A new Building for Our Lady (120) (Church funding). Creating sports community facilities to be shared by Garnedd, Friars, Cae Top (such as Parc Eirias). Increase the capacity of Glancegin to receive additional foundation phase children. Improvements to the parts of Ysgol Hirael's building. Consideration of Secondary provision including the condition of existing buildings.

   N.B It is anticipated that other elements will be implemented under the Band B funding programme, including, improvements to parts of Ysgol Hirael, consideration given to Secondary provision (particularly the condition of buildings) and the identification of a more suitable site for Our Ladies

school (the majority of which will be financed by the Church (85%) with a 15% contribution from the Council through the 21st Century Schools Programme).

4. **(Option 10)** Increase the capacity of Ysgol y Faenol (315). Ysgol y Garnedd to new site and increase capacity (330). Modify Ysgol Glanadda's site to accept Coed Mawr children (90). New building for Our Lady. Increase the capacity of Ysgol Glancegin to receive additional foundation phase children. Improvements to the parts of Ysgol Hirael's building. Consideration of Secondary provision including the condition of existing buildings.

   N.B It is anticipated that other elements will be implemented under the Band B funding programme, including, improvements to parts of Ysgol Hirael, consideration given to Secondary provision (particularly the condition of buildings) and the identification of a more suitable site for Our Ladies school (the majority of which will be financed by the Church (85%) with a 15% contribution from the Council through the 21st Century Schools Programme).

1. Relevant Legislation

The Equality Act 2014 ("the Act") combines previous anti-discrimination acts into one Act to replace them. It simplifies and strengthens the legislation, and does away with inconsistencies, making it easier for people to understand the legislation and to comply with it. Most requirements of the Act came into force on 1 October 2010. The Act contains new duties for the public sector regarding equality (the 'general duty') which replace the individual responsibilities regarding equality in terms of race, disability and gender. This duty came into force on 5 April 2011.

The aim of the general duty is to ensure that public authorities and those undertaking responsibilities consider how they can contribute positively towards a fairer society by improving equality and good relations from day to day. The duty ensures that attention to equality is incorporated into the way that policies are planned and the way that services are provided and ensures that policies and services are continually reviewed. This ensures better results for everyone i.e. the abolition of illegal discrimination, harassment and persecution; the promotion of equal opportunities and the generation of good relationships. These duties are legally binding. Authorities which fail to achieve the duties may face legal challenge.

The Equality Act 2010 protects people on the basis of a series of protected features: Race, Gender, Disability, Sexual Orientation, Gender Re-assignment, Religion, Creed and Age-group. Where relevant, it also protects on the basis of marriage and civil partnership, pregnancy and maternity. It should also be noted that the Act provides protection on the grounds of a 'connection' with the protected features, and would therefore protect parents or guardians of disabled children on the basis of their connection with the child. The Act requires that that the duty to give 'due attention' is prominent during the decision making process. It is also important to note that public authorities who are bound by the obligations are also likely to be bound by the obligations relevant to the Human Rights Act. Therefore, as part of the same process, it would be prudent to also consider the possible impact that decisions could have on human rights.

2. Implementation

Gwynedd Council Education Department is responsible for this assessment. It was undertaken between January and February 2018. The information is based on data from PLASC September 2017, along with Estyn reports and other sources. Processes are in place to ensure that all relevant schools have an opportunity to input into the equality assessment. School responses will be incorporated into the statutory consultation process. Pupils will also have an opportunity to input their views during the statutory consultation period.

3. Identifying the Impact

What impact will any implemented changes have on people who have equality aspects?

<table>
<tr><th>Equality Features</th><th>Impact</th></tr>
<tr><td>Race (including nationality)</td><td>All Gwynedd schools have relevant policies in place to protect individuals from any discrimination based on race, such as Equality, Inclusion and Anti Bullying Policies. The Anti-Bullying Policy provided by Gwynedd Council notes anti-bullying guidelines and procedures based on factors such as race at the school.

The table below identifies pupils from the relevant schools according to ethnicity (PLASC January 2017):
<table>
<tr><th>School</th><th>White British</th><th>White other/mixed</th><th>Irish</th><th>Romanian</th><th>Polish</th><th>Turkish/ Cypriot</th><th>African</th><th>Asian</th><th>Bangladeshi</th><th>Middle East</th><th>Chinese</th><th>Pakistan</th><th>Arabic</th><th>Spanish/Portuguese</th><th>Indian</th><th>Mixed</th><th>Other</th><th>No information</th></tr>
<tr><td>Y Garnedd</td><td>259</td><td>1</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td><td>1</td><td>3</td></tr>
<tr><td>Coedmawr (Babanod)</td><td>13</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>Glanadda</td><td>41</td><td>1</td><td></td><td></td><td></td><td></td><td></td><td>3</td><td>1</td><td></td><td></td><td></td><td>2</td><td>1</td><td></td><td></td><td></td><td>1</td></tr>
<tr><td>Y Faenol</td><td>118</td><td>9</td><td></td><td>1</td><td>5</td><td></td><td></td><td>4</td><td>2</td><td>2</td><td>8</td><td>2</td><td>8</td><td></td><td>4</td><td>2</td><td>3</td><td>2</td></tr>
<tr><td>Hirael</td><td>86</td><td>9</td><td></td><td>1</td><td></td><td></td><td>4</td><td>2</td><td>3</td><td>10</td><td>1</td><td></td><td>8</td><td></td><td></td><td>2</td><td>3</td><td>2</td></tr>
<tr><td>Glancegin</td><td>155</td><td>1</td><td></td><td></td><td>1</td><td>2</td><td></td><td></td><td></td><td>1</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>7</td></tr>
</table>
The table below identifies pupils from the relevant schools according to National Identity (PLASC January 2017):
<table>
<tr><th>School</th><th>Welsh</th><th>White British</th><th>Other</th><th>Don't know or haven't said</th></tr>
<tr><td>Y Garnedd</td><td>229</td><td>30</td><td>0</td><td>7</td></tr>
<tr><td>Coedmawr (Babanod)</td><td>7</td><td>5</td><td>2</td><td>1</td></tr>
<tr><td>Glanadda</td><td>29</td><td>13</td><td>6</td><td>2</td></tr>
<tr><td>Y Faenol</td><td>72</td><td>74</td><td>22</td><td>5</td></tr>
<tr><td>Hirael</td><td>43</td><td>49</td><td>31</td><td>8</td></tr>
<tr><td>Glancegin</td><td>99</td><td>55</td><td>2</td><td>11</td></tr>
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The Welsh Language	The Council's Welsh Education Plan sets the same requirements on every school, and therefore in terms of implementing the policy, there will be no changes, irrespective of which model is adopted. *[A separate assessment will be undertaken to assess any potential effect on the Welsh Language]*
Disability	As part of the 21st Century Schools Programme, jointly funded by the Welsh Government and Gwynedd Council, there will be an opportunity to ensure that all buildings will meet the requirements and standards of access for the disabled (the DDA). From a construction perspective, any plans implemented will meet Building Regulations Wales 2010 - Part M (Access to and use of buildings). These Regulations comply with the requirements of the Equality Act 2010. The Council's policy requires schools to provide an Anti-bullying Policy, and consequently, all schools will be expected to protect against bullying on the basis of disability, and on any other basis. In addition, Gwynedd schools have a Transport Code of Practice. All the proposed models will also provide opportunities to improve the provision of Additional Learning Needs.
Age	The three short listed options, Models 3, 8 and 10 would include a change to the age cohort for some pupils. Ysgol Coedmawr is currently an infants' school (ages 3 to 7) and Ysgol Glanadda is a junior school (ages 7 to 11). The proposed changes in all 3 options would result in children from Coedmawr and Glanadda being educated in a school with an age range of 3 to 11 on one site. However it is not envisaged that this would have a negative impact as the age range in the majority of Gwynedd schools is for ages 3-11.
Gender	The proposed plans will have little impact on gender as every affected school is a mixed gender primary school.
Religion or Beliefs (or lack of beliefs)	There are a number of schools in the catchment which are of a religious denomination. Ysgol y Faenol is a Church in Wales Voluntary Controlled primary school (CWR(E)) and Our Ladies is a Voluntary Controlled Catholic primary school (CWR(C)). None of the proposals suggest changing the current categories. All schools have an Inclusion Policy which would address any instances which might arise associated with religion or beliefs.

4. Equality Duties

Does the Policy or Service meet these General Obligations?

Equality Act General Obligations	Is the duty met?	In what way?
Removal of illegal discrimination, harassment and persecution	Yes	None of the proposed options will change the statutory duty of the affected schools to protect pupils from any discrimination, harassment or victimisation. The aim is to give pupils the opportunity to voice their opinions in a way that is suitable and appropriate in view of any factors that affect them. They will continue to use the School Council, PSE lessons, anti-bullying

		policies and other methods to ensure that the school abolishes illegal discrimination, harassment and persecution.
Promote equal opportunities	Yes	All of the three options will aim to improve opportunities for each child within the catchment. An Estyn report (January 2007) *'An evaluation of performance of schools before and after moving into new buildings or significantly refurbished premises'* states that *"children who receive their education in new or significantly refurbished buildings perform better, attainment and achievement levels are improved along with attendance and behaviour. Leadership and management also improves, along with quality of teaching. The improvements also mean more choice for pupils because of more space and better facilities. The provision the school makes for before-school and after-school activities also significantly improves".* Every school will continue to promote equal opportunities.
Adopt good relations	Yes	All three options will aim to build upon the good relationship between the schools and their communities, and also encourage schools to share good practise. Option 8 includes opportunities to share community sports facilities. During any school capital development project, the Council will examine all opportunities to improve the relationship between a school and its community and to promote the school for community use.

5. Conclusions

It is not anticipated that any of the three models would have an impact on the substance on any of the equality characteristics included in this assessment. If, following the consultation, some are highlighted; the Council will consider the required course of action. There will be no change to any school policy within the relevant schools as regards equality issues.

6. Monitoring and Mitigation

No negative effects are anticipated. If any are highlighted following the consultation, the Council will seek ways to mitigate them, specifically looking at any suggestions offered in the responses.

GWYNEDD COUNCIL CABINET

Report for a meeting of Gwynedd Council Cabinet

Date of meeting:	**3 July 2018**
Cabinet Member:	**Councillor Dyfrig Siencyn**
Contact Officer:	**Dewi W Jones, The Council's Business Support Service Manager.**
Contact Telephone Number:	**32233**
Title of Item:	**Gwynedd Council Performance Report 2017/18**

1. THE DECISION SOUGHT

1.1. To approve the Gwynedd Council Performance Report 2017/18 and to recommend its adoption by the Full Council.

2. THE REASON FOR THE NEED FOR A DECISION

2.1. In accordance with the Council's performance management procedure, the Performance Report for 2017/18 is initially submitted to the Cabinet for approval.

3. INTRODUCTION

3.1. We as a Council are required to publish an annual report measuring our performance against our priorities.

3.2. The Wales Audit Office considers this report when preparing its assessment of the Council's performance. As usual, they will be searching for a balanced report, which addresses the aspects that failed to be achieved as well as the successful aspects.

3.3. In contrast to previous reports, the Report (Appendix 1) has been structured according to the Council's Departments, in order to reflect the format of the 2018-23 Gwynedd Council Plan and it refers to the performance of our improvement plans and the day to day work.

3.4. It is noted that the report is based on the individual performance reports of the Cabinet members approved during the year. The intention this year, as with last year, is to publish the report in summer and then submit it to the Council meeting on 12 July.

3.5. This report also looks back on the achievements of the Gwynedd Council Strategic Plan since 2013. The intention of the four-page 'Gwynedd Council Five Year Journey' is to illustrate the achievements over the five years of the 'old' Strategic Plan.

3.6. Note that the performance of cross-departmental matters or themes such as safeguarding, poverty and the Welsh language have been included under relevant Departments. To use safeguarding as an example, this means that the information

has been presented under the main heading of the different departments - the matters of child and adult safeguarding are included within those headings, yet, corporate safeguarding is included under the Corporate Support heading.

3.7. The report contains a list of the Performance Measures that are currently being actioned by the Departments and that have been submitted to the performance challenge meetings during the year. There are very few measures where the final data for 2017/18 won't be available until after the end of the academic year; and we will therefore report on these during the autumn.

3.8. This year, we are expected to report on our contribution to the Well-being of Future Generations (2015) Act. Rather than producing a separate report, information about the activities that have contributed toward the principles of the Act are included in the report. In addition, the Well-being Aims to which each department contributed are shown at the end of each chapter.

4. NEXT STEPS AND TIMETABLE

4.1. The Council will discuss and accept the report, or not, at its meeting on 12 July 2018. When the Council approves the final report, it will be published. Arrangements will be made to inform the public of the report by communicating the report and the main successes visually via social media as well as by printing copies and sharing them with the media and at the Council's usual locations e.g. libraries.

Views of the Statutory Officers

The Monitoring Officer

No comments in terms of propriety.

The Head of Finance Department

I have collaborated with the author to prepare the financial aspects and figures in the 2017/18 Performance Report and its appendices, and confirm the accuracy of the relevant content.

It is impressive that the Council has achieved so much on the '5 year journey', while minimizing the detrimental impact of Government grant cuts, over the 5 year period of the 2013/14 – 2017/18 Strategic Plan.

Further, the part of the 2017/18 Performance Report about the Finance Department notes that the Council has also managed to keep expenditure within the budget in each year between 2013/14 and 2017/18.

Gwynedd Council
Performance Report
2017/18



Putting the people of Gwynedd at the centre of everything we do

CYNGOR GWYNEDD COUNCIL

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Foreword of the Leader of Gwynedd Council



It is my pleasure to present this report that is a summary of the performance report of each Department within the Council over the 2017/18 year. The new system of reporting on a regular basis to the Cabinet Member and to Members of the Scrutiny Committees is now strongly embedded and enables us to measure how effective the Council is at providing services to our citizens. This of course involves identifying weaknesses as well as successes.

It is also an opportunity to look back over the past five years as we reach the end of the Strategic Plan for 2013- 2018. It was a very challenging time as we faced cuts to our budget due to the austerity policies of the Westminster Government. In addition, the demand on our services is increasing and the increasing demands made by Welsh Government adds to the pressure. Despite these obstacles and challenges, we have succeeded in providing quality services by being flexible and creative. A very important part of that work is our commitment to disseminate Ffordd Gwynedd throughout the entire Council, and measuring our work by considering each activity through the eyes and experience of the citizen.

Partnership working is also at the core of our work and although the complexity of the various partnerships across the North is often beyond comprehension, there have been successes. In the fields of education and planning, we have a close relationship with the Isle of Anglesey County Council; our innovative work jointly with the Health Board in the care field is maturing and is being recognised as good practice that forms a foundation to further developments. The collaboration between the six counties in North Wales in the field of economic development is again an example of successful voluntary collaboration. I would also like to take this opportunity to thank all the town and community councils that have been so willing to collaborate with us.

The ongoing discussion about local government reorganisation is the subject of considerable disagreement between local authorities and Welsh Government. Rather than forcing us to create new structures, there is a need to redefine our relationship with the Government and clearly identify the functions of both tiers of government. There is a need for less intervention in the work of local government, and we should be trusted to act in the most effective way in response to local circumstances, and to collaborate with others as we see fit and where opportunities exist to provide better services.

Our aim is to work effectively to provide the best possible services for the people of Gwynedd, and to be a voice and support for the most vulnerable in our society. We will also take advantage of every opportunity to reinforce our communities by supporting efforts to create high standard employment opportunities and provide housing for our young people. The Gwynedd Council Plan 2018 - 2023 highlights our future intentions in the hope that we will be able to contribute to the aim of creating a Prosperous Gwynedd, a Confident Gwynedd and a Welsh-speaking Gwynedd!

Last, but not least, there is a need to thank every member of the Council's staff for their contribution to the praiseworthy performance. Your tireless work, which you often carry out under complex and difficult circumstances, is appreciated. You are the foundation to all of the Council's work, and this report is down to you. Thank you.

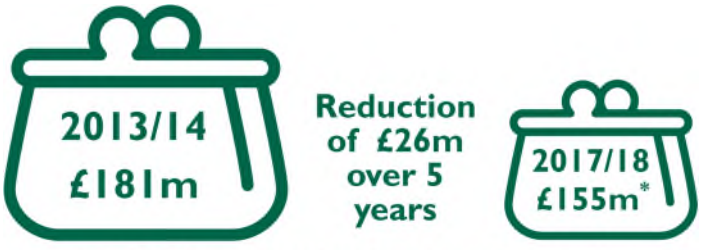
Introduction

When Gwynedd Council published its 'Gwynedd Council Strategic Plan 2013-17' in early 2013, we had a vision of the county in which we wished to be living five years hence. Every year since then, we have been reviewing the Plan, and building on it or adapting it according to the needs of the people of Gwynedd.

This report, therefore, specifically considers the achievements of 2017/18; but, it also looks back on the achievements of the Gwynedd Council Strategic Plan since 2013.

This year, the report is structured according to the Council's Departments, and refers to our improvement plans and the day to day work carried out on behalf of Gwynedd residents.

Our financial position as a Council has changed considerably over the 5 year period of the Plan. We have succeeded in achieving these plans despite facing considerable cuts of £26m in grants from the Government over the 5 year period between 2013/14 and 2017/18.



*2017/18 figure adapted to give a true reflection when taking inflation and transfers into consideration

With the introduction of the **Well-being of Future Generations Act (2015)** (the Act) designated public bodies are required to work individually and collectively to improve well-being in Wales. The seven well-being objectives and the five ways of working set a general purpose for public bodies. They also aim to ensure better decisions by

- considering the long-term
- prevention
- integrated working
- working collaboratively
- and being inclusive of people of all ages.

Our Well-being Statement and Objectives were published in the Council's 2017-18 Plan as part of our response as a Council to the Act.

We are expected to report on our contribution to the principles of the Act, and information about a number of these activities can be found in the bulk of the report. In addition, the Well-being Objectives to which each department contributes are shown at the end of each chapter.

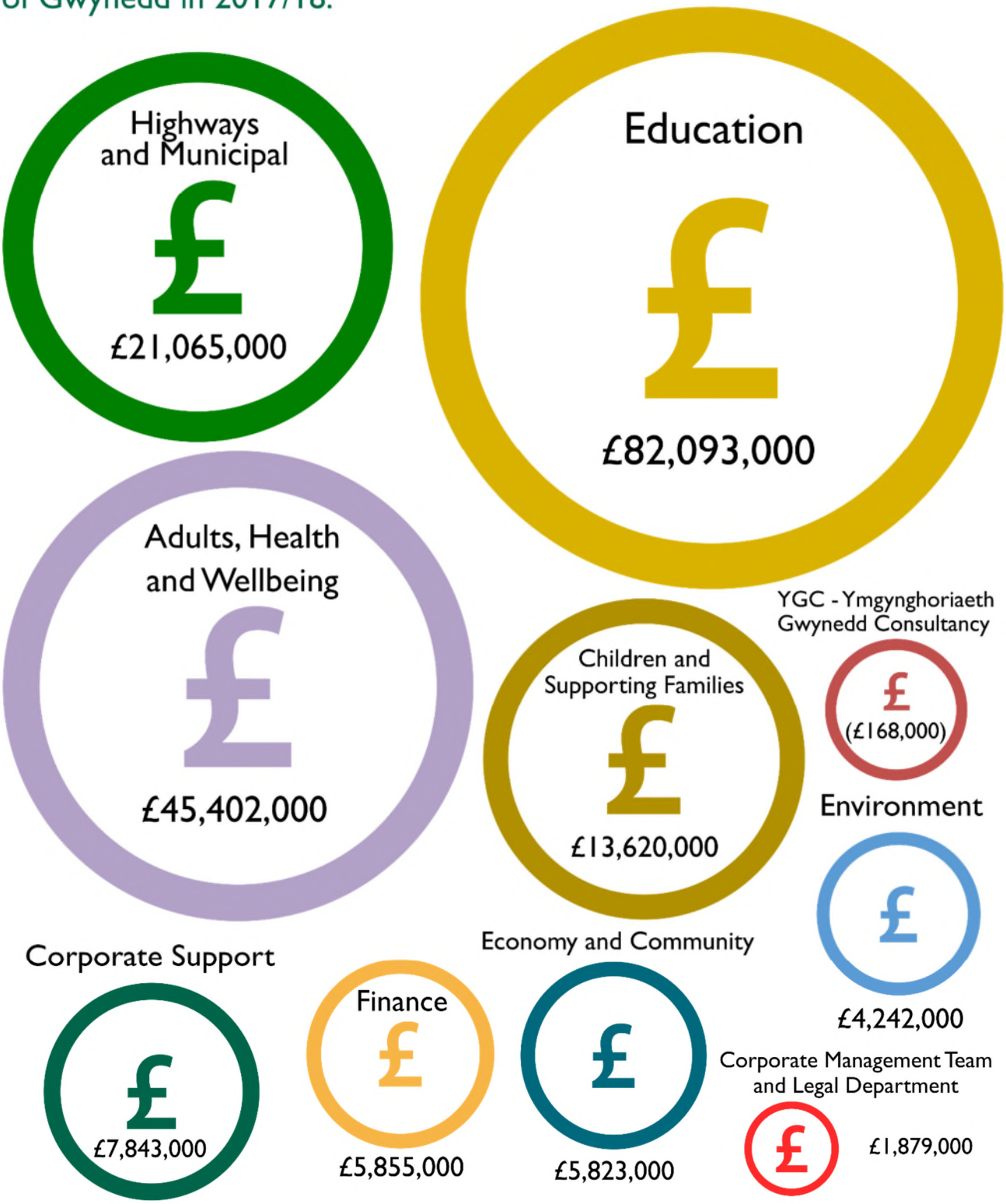


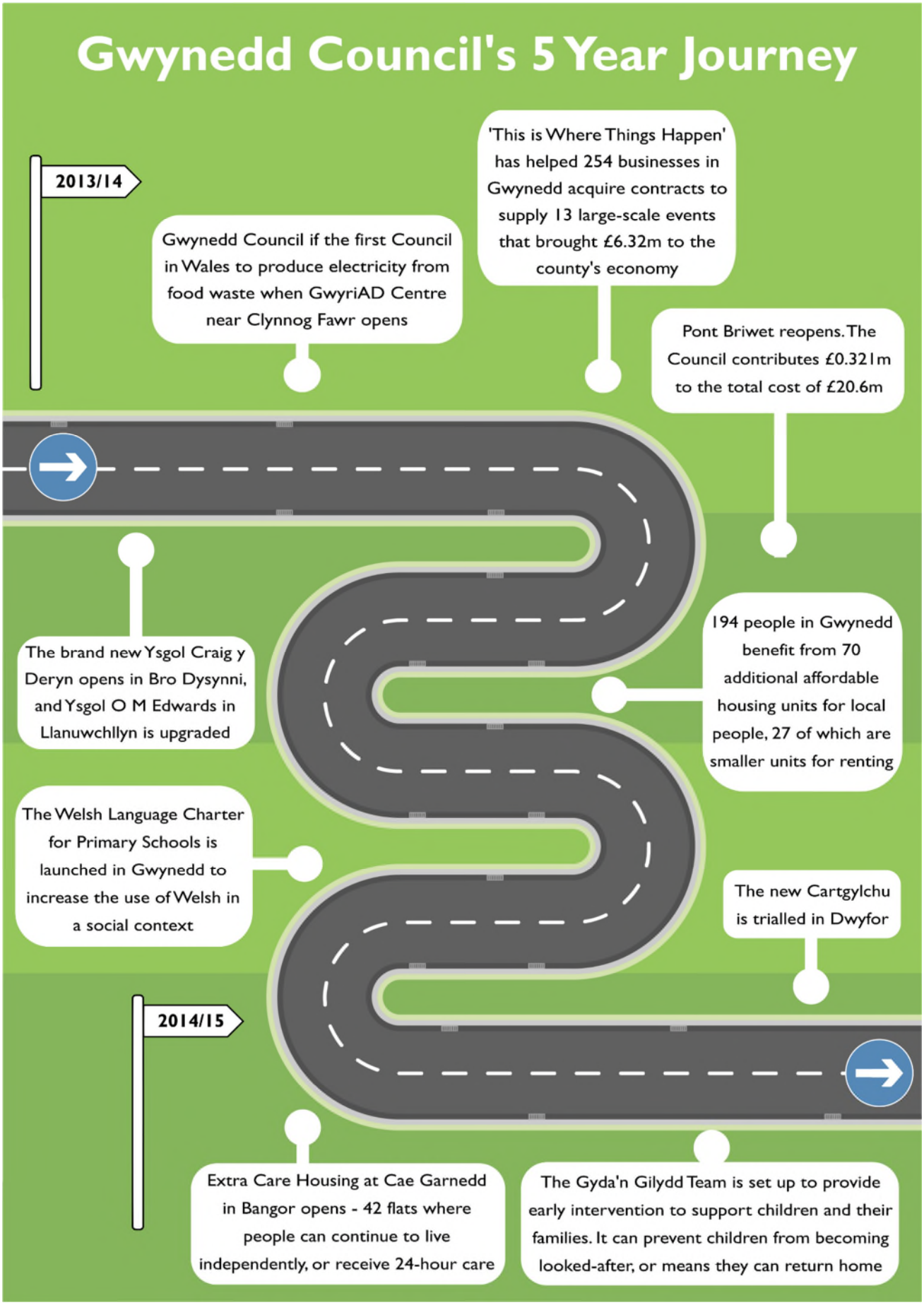
For the purpose of this report, since we are reflecting on 2017/18, we have reported against the Well-being Objectives adopted for that year. It is noted, however, as part of developing the Council's 2018-23 plan, that the Council has adopted a new round of Well-being Objectives www.gwynedd.llyw.cymru/CouncilPlan.

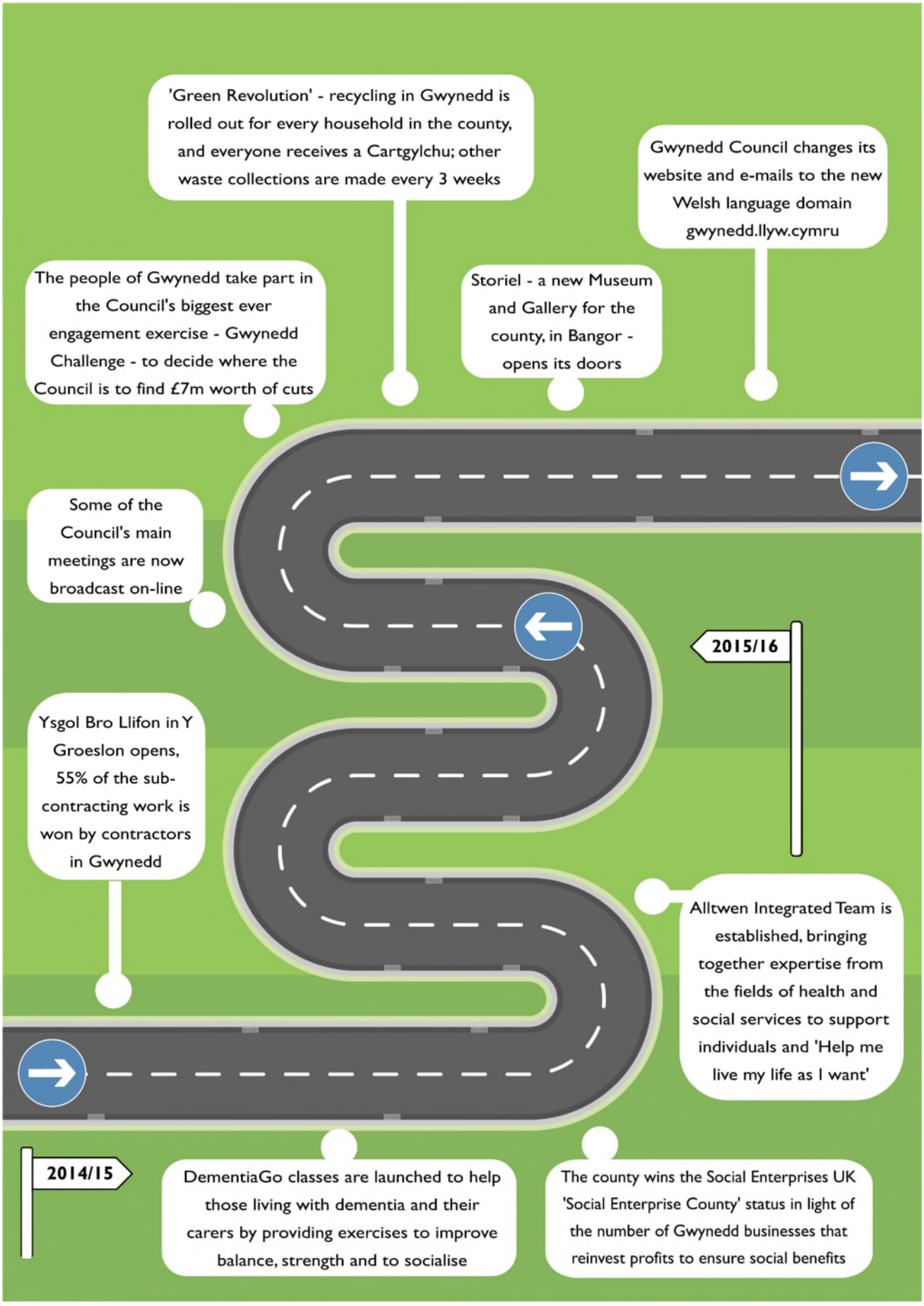
Appendix 2 examines the way our Well-being Objectives contribute toward achieving the aims of national well-being

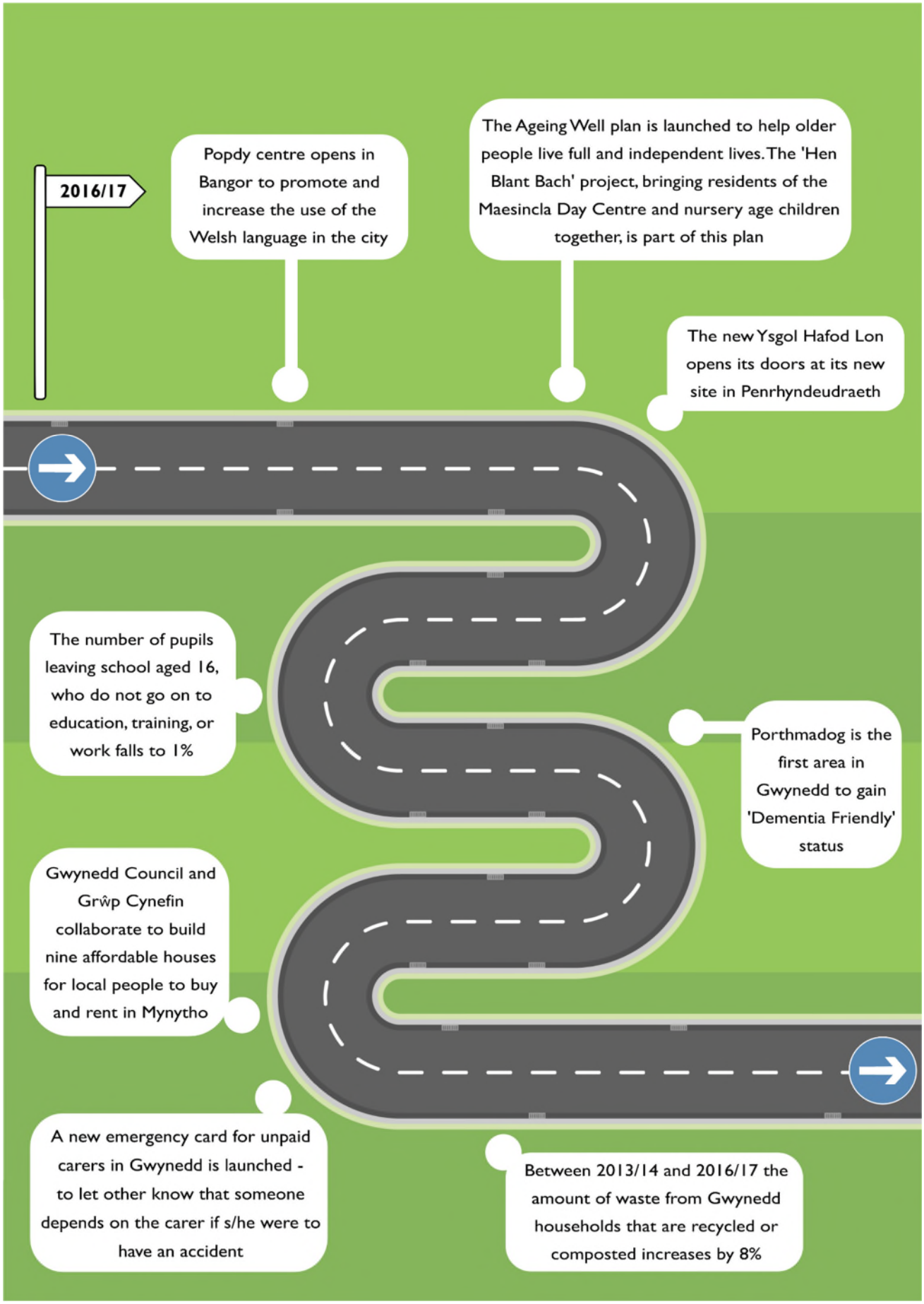
Our Expenditure

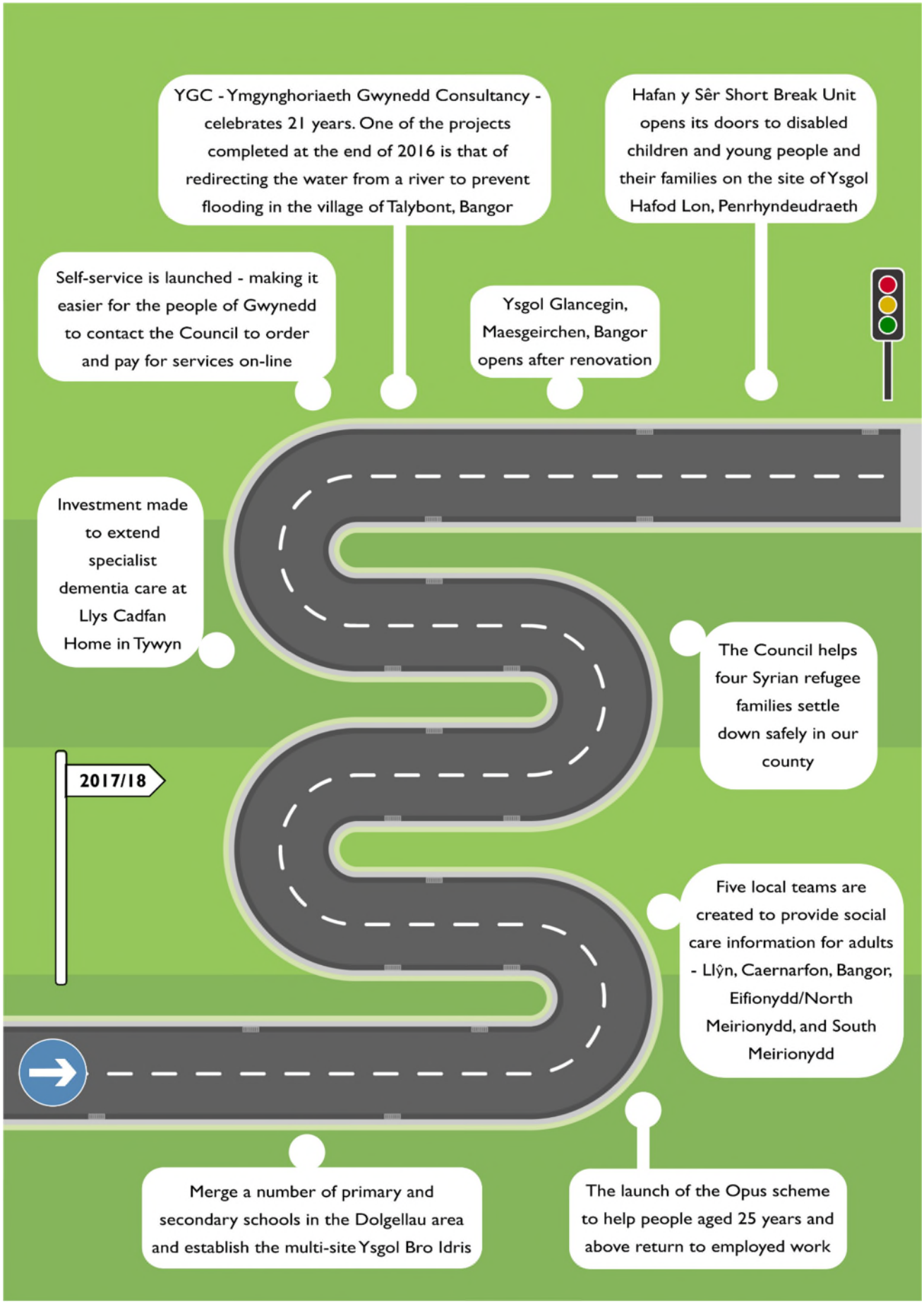
Council Departments' net expenditure to provide services to the people of Gwynedd in 2017/18:




Gwynedd Council's 5 Year Journey
2013/14
Gwynedd Council if the first Council in Wales to produce electricity from food waste when GwyriAD Centre near Clynnog Fawr opens
'This is Where Things Happen' has helped 254 businesses in Gwynedd acquire contracts to supply 13 large-scale events that brought £6.32m to the county's economy
Pont Briwet reopens. The Council contributes £0.321m to the total cost of £20.6m
The brand new Ysgol Craig y Deryn opens in Bro Dysynni, and Ysgol O M Edwards in Llanuwchllyn is upgraded
194 people in Gwynedd benefit from 70 additional affordable housing units for local people, 27 of which are smaller units for renting
The Welsh Language Charter for Primary Schools is launched in Gwynedd to increase the use of Welsh in a social context
The new Cartgylchu is trialled in Dwyfor
2014/15
Extra Care Housing at Cae Garnedd in Bangor opens - 42 flats where people can continue to live independently, or receive 24-hour care
The Gyda'n Gilydd Team is set up to provide early intervention to support children and their families. It can prevent children from becoming looked-after, or means they can return home


'Green Revolution' - recycling in Gwynedd is rolled out for every household in the county, and everyone receives a Cartgylchu; other waste collections are made every 3 weeks
Gwynedd Council changes its website and e-mails to the new Welsh language domain gwynedd.llyw.cymru
The people of Gwynedd take part in the Council's biggest ever engagement exercise - Gwynedd Challenge - to decide where the Council is to find £7m worth of cuts
Storiel - a new Museum and Gallery for the county, in Bangor - opens its doors
Some of the Council's main meetings are now broadcast on-line
2015/16
Ysgol Bro Llifon in Y Groeslon opens, 55% of the sub-contracting work is won by contractors in Gwynedd
Alltwen Integrated Team is established, bringing together expertise from the fields of health and social services to support individuals and 'Help me live my life as I want'
2014/15
DementiaGo classes are launched to help those living with dementia and their carers by providing exercises to improve balance, strength and to socialise
The county wins the Social Enterprises UK 'Social Enterprise County' status in light of the number of Gwynedd businesses that reinvest profits to ensure social benefits


2016/17
Popdy centre opens in Bangor to promote and increase the use of the Welsh language in the city
The Ageing Well plan is launched to help older people live full and independent lives. The 'Hen Blant Bach' project, bringing residents of the Maesincla Day Centre and nursery age children together, is part of this plan
The new Ysgol Hafod Lon opens its doors at its new site in Penrhyndeudraeth
The number of pupils leaving school aged 16, who do not go on to education, training, or work falls to 1%
Porthmadog is the first area in Gwynedd to gain 'Dementia Friendly' status
Gwynedd Council and Grŵp Cynefin collaborate to build nine affordable houses for local people to buy and rent in Mynytho
A new emergency card for unpaid carers in Gwynedd is launched - to let other know that someone depends on the carer if s/he were to have an accident
Between 2013/14 and 2016/17 the amount of waste from Gwynedd households that are recycled or composted increases by 8%


YGC - Ymgynghoriaeth Gwynedd Consultancy - celebrates 21 years. One of the projects completed at the end of 2016 is that of redirecting the water from a river to prevent flooding in the village of Talybont, Bangor
Hafan y Sêr Short Break Unit opens its doors to disabled children and young people and their families on the site of Ysgol Hafod Lon, Penrhyndeudraeth
Self-service is launched - making it easier for the people of Gwynedd to contact the Council to order and pay for services on-line
Ysgol Glancegin, Maesgeirchen, Bangor opens after renovation
Investment made to extend specialist dementia care at Llys Cadfan Home in Tywyn
The Council helps four Syrian refugee families settle down safely in our county
2017/18
Five local teams are created to provide social care information for adults - Llŷn, Caernarfon, Bangor, Eifionydd/North Meirionydd, and South Meirionydd
Merge a number of primary and secondary schools in the Dolgellau area and establish the multi-site Ysgol Bro Idris
The launch of the Opus scheme to help people aged 25 years and above return to employed work

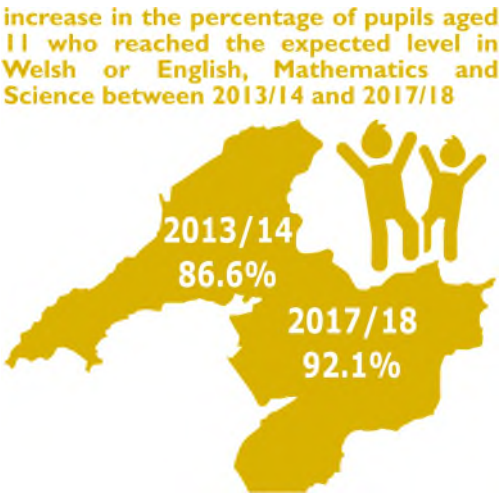
Education Department

One of the Council's main priorities is to ensure that the children and young people of Gwynedd get the same opportunities and receive the best possible experiences to ensure that they are prepared for the world of work upon leaving school.

Overall, good progress has been made in terms of the educational attainment of our children and young people, particularly in the attainment of Key Stage 2 (11 years old) and Key Stage 3 (14 years old), but further work is to be done in the Foundation Phase (up to 7 years old) and Key Stage 4 (up to 16 years old - GCSE) to raise standards and further improve the results.

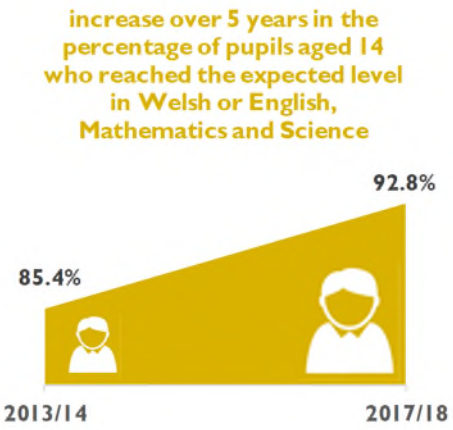
The Foundation Phase (up to 7 years old) results in summer 2017 were disappointing, especially in comparison with the regional and national results, with only 86.6% reaching the expected indicator (which places Gwynedd 15th throughout Wales). We have conducted a study to attempt to understand the reasons for this, and this had noted factors such as the Language Policy and assessment through the Welsh language, Additional Learning Needs, the children's low baseline in light of social decline, and teacher/pupil ratio. We will act upon the results of this work during the coming year through a business plan by GwE and the Education Department.

As our children move from the Foundation Phase to Key Stage 2, a significant improvement can be seen in our results, with 92.1% of children reaching the expected level at 11 years old, which has been a consistent increase for four years now. This result places Gwynedd first in the north Wales region. The attainment result of children who receive free school meals (FSM) is 85.2% - the best result yet.



The best ever performance was also seen across all subjects. The Department worked closely with the schools during the year by sharing assessment guidelines, and it can be said that this work has had a positive influence and has improved consistency.

Strong performance was seen again this year by our young people in Key Stage 3 (14 years old), with Gwynedd schools being the highest ranking among the north Wales region, with 92.8% of pupils reaching the expected level at 14 years old. An increase was also seen in the number of children who receive free school meals (FSM) reaching the expected level.



As we reach Key Stage 4 (14-16 years old - GCSE), we see a drop in our results in comparison to previous years.

Although this figure is lower than 2016/17 (65.9%) Gwynedd's performance continues to be in 1st position in the north Wales Region and 5th at a national level, which is approximately the expected position. The main reason for the drop was the changes to the examining system and the specification for subjects. This change is not unique to Gwynedd, and it is fair to say that there has been a national drop as a result to this. This means that it is not meaningful to compare 2017 results with previous years as the benchmark has changed.

Estyn continues to inspect our schools and, although one primary school has been placed in special measures in summer 2017, the rest of our schools have received good inspections. Some of the inspections awarded excellent work, with Estyn praising the leadership, outcomes and the improvements the schools have made.

Our schools' data categorisation, namely identifying the schools that need support the most, is positive again in 2017/18, with two schools in the amber or red category, which means that they need attention or further support. It appears that matters involving leadership was the main reason for the schools' need for support.

Nevertheless, it is fair to say that the inspections and categorisation data has improved over the previous years, and this is mainly due to the work that has been done to ensure strong leadership in our schools.

Recruiting and retaining Headteachers is still an increasing problem in the county, and we are therefore eager to ensure a solution to this. Although we have many good leaders, there aren't enough qualified leaders at present to ensure the quality of education at our school. During the year, we worked with GwE to provide training in specific fields for our leaders, and provided mentors to support new Headteachers. We have also been identifying new leaders for the future, with seven individuals from Gwynedd having completed a professional qualification course for Headship in 2017/18.

The concern for leadership is a matter that has arisen as we consult on the sustainability of the education system in Gwynedd. Bearing in mind the substantial challenges that we face, there is an increasing concern that the current education system is not sustainable. During the year, we consulted on a series of principles that should be the basis of any future changes. We will continue with this work during 2018/19.

Some of our school buildings are old and unsuitable to meet the learning and teaching needs of our children in future. An investment of £56m was made for the work of modernising education in the county and building new schools.



During the year, Ysgol Bro Idris, an All-through School for children aged 3-16, opened its doors for children in the Dolgellau area. In the Arfon area, Ysgol Glancegin opened, which is a new school for 240 pupils in Maesgeirchen, Bangor. The Education Department is eager to learn lessons from the process of building new

schools and, in due course, we will carry out research to see whether the education standards improve in light of the new schools.

In addition, there was further work in the pipeline to develop the 3-19 Learning Campus in the catchment area of Berwyn, Bala. As there has been a change in the direction of the project and the need to re-conduct a full consultation process, the school's opening date has now slipped to 1 September 2019.

In the Bangor area, a number of primary schools in the catchment area are full or overfull, particularly in Penrhosgarnedd, which means that it is essential that we review the situation locally. A financial pack worth £12.7m has been confirmed to improve the provision in Bangor, and this includes funding from Welsh Government, Gwynedd Council and contributions from the private sector. The timetable put on this project is challenging, but the statutory consultation process on the proposal to reorganise Bangor schools has commenced, and we will build on the work in 2018/19.

Positive and significant progress was seen in the field of additional learning needs during the year. The Department set up a new joint provision model between Gwynedd and Anglesey in September, where there is one Integrated Team that supports schools and pupils. The team includes Educational Psychologists, Specialist Teachers and Specialist Assistants who provide a service to over 650 pupils in Gwynedd. The work of reviewing the clear criteria for access to the service is complete. In 2018/19, we will develop the support in the classroom, early years provision, and post-16 provision.

Over the years, the Council has led the pioneering work of influencing children's social use of the Welsh language in primary schools through the Welsh Language Charter. As a result of the success of the Charter at our secondary schools, we have been working on developing a Language Charter for our secondary schools. Constructive work has been done in 2017/18 to support all secondary schools to implement the Strategy. It is too soon to consider any visual success yet.

This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd by:

- Ensure that every pupil has the necessary skills to succeed.
- Ensure that pupils with emotional and behavioural needs are fully included within Gwynedd schools.
- Ensure that children and young people are stable and are protected from harm.
- Promote the use of the Welsh language.

Adults, Health and Well-being Department

2017/18 has been a year of good performance and a great deal has been achieved in the field of adults and older people during the period. We have much to be proud of in Gwynedd, and to an extent, this is a reflection of the good relationship we have with our key partner within the field, namely the Health Board. Although the changes we have made in the adults field have taken time, they are very substantial and we were very aware that these changes need to be made correctly if they are to be sustainable in the long-term. The workforce of the Adults Department has been essential in this change and everyone has played a key role.

Welsh Government has given clear guidance that key partners are expected to collaborate, and so the six North Wales Local Authorities have worked together to improve Social Care and Health services across the region, in order to better meet people's needs. Since the introduction of the Social Services and Well-being (Wales) Act 2014 (the Act), we were required to formalise such arrangements. ICF (Integrated Care Fund) money has helped with this work as well, enabling us to work with broader partners such as the third sector.

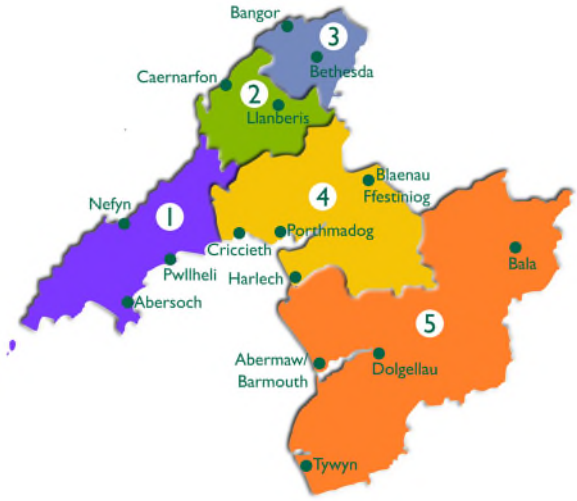
Nevertheless, our local experience shows that it is difficult to change working arrangements in a large and complex system and that the extensive and complicated arrangements of the Health Board and our regional arrangements can make the process of getting decisions a slow and cumbersome one. Having said this, the sub-regional arrangements and working relationship by means of the Health Board's Area Director, is of great assistance to us in Gwynedd and has led to the progress made within the field of serving adults and older people.

One of the projects of the Gwynedd Council Plan 2017/18 was **integrated working on what matters to individuals**. A message that we have often heard from people is how complicated and frustrated the health and care field is. In an attempt to respond to this we, in partnership with the Health Board, have experimented with a new method of working by drawing up work systems by placing people at the centre and focusing on what matters to individuals.

It was encouraging to read the recent 'Parliamentary Review' that makes a recommendation about new care models, which focus the services around the individual and their family, as close to their home as possible. It emphasises the need for high qualilty preventative services, that can be easily accessed. This was the exact purpose of the 'Integrated Working on what matters to individuals' project, and the Review confirmed that the direction that Gwynedd has taken in the adults field is the right one.

By now, the rest of the county has adopted the arrangements initially piloted in the Eifionydd area. Five locality teams have been located in the Llŷn, Caernarfon, Bangor, Eifionydd/North Meirionnnydd and South Meirionnydd areas. This was the first step towards creating Community Resource Teams across Gwynedd where integrated multi-disciplinary teams of social care and health services will be seen. These will include social workers, social care practitioners, community nurses, occupational therapists, and in time, physiotherapists. It is also hoped that the teams will work closely

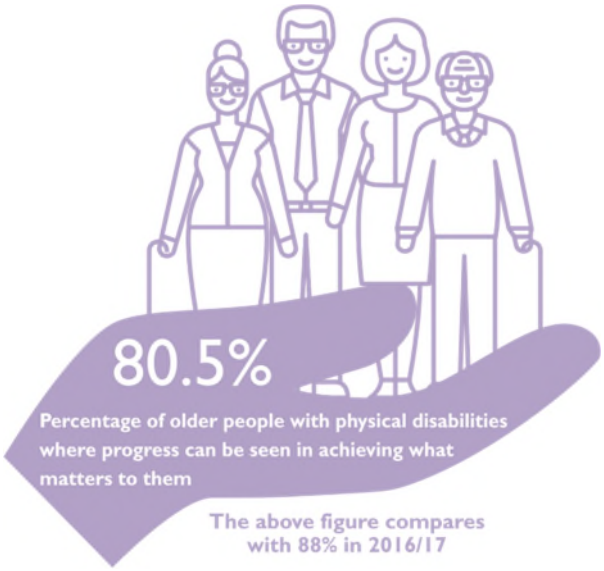
with local surgeries. This change means that the people who require a service, and their families, can make direct contact with the relevant officers. Having smaller areas also means that it is easier for staff to gain a better understanding of what is happening within local communities, and in turn, this will improve the individuals' experience. Everyone within the team share the same principles, and offer a lead person to the individual in order to facilitate their journey through the care and health system.



1. Llŷn Team
2. Caernarfon Team
3. Bangor Team
4. Eifionydd/North Meirionnydd Team
5. South Meirionnydd Team

The above change in the way of working has meant that staff naturally pursue "what matters" to individuals as our main driver. This way of working is proving to be very successful. This is a huge change, and is based on a fundamental change in the way we are all working. It is early days, but is is evident that this is the way forward in terms of obtaining the best results for the people of Gwynedd.

One of the requirements of the Act is to ensure that we provide information, advice and assistance to people in a simple way that is easy to find out. Therefore, this is the aim of our **Her Gofal** Project. To this end, we have incorporated this within the five community teams. This involves simple arrangements for the residents of Gwynedd, and also ensures that individuals remain in control whilst finding information about what they need.



We have been updating the information given to the public, and we have also been working very closely with DEWIS Cymru to update the website and promote its use. This website gives information to residents and staff about the range of services/clubs and activities happening within their area. The Department is also in the process of updating and improving the relevant pages on the corporate website.

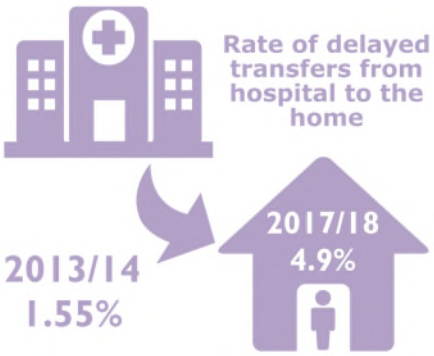
The **Her Gofal** project sought to ensure that the people of Gwynedd were truly aware of the challenge facing us to motivate and support communities to contribute by taking action in the community. There is a need to strengthen the part that individuals and the community plays, by providing a voice and control to people in health and care.

The "DementiaGo Scheme" is going from strength to strength and is a catalyst to develop preventative support to people who live with dementia and their carers. The "DementiaGo

Scheme" has held exercise sessions for people who live with dementia and their carers within the county's leisure centres since 2015. This Scheme has been very successful by encouraging people who live with dementia and their carers to keep active, and also to have the opportunity to socialise. We now have 14 classes across the county. The scheme has also been extended and developed to offer experiences to residents within our care homes. We have held workforce training sessions at 11 residential homes in the county. The scheme will ensure that residents have the opportunity to be as active as possible to reduce the risk of falling, reduce depression and increase the quality of life.

In order to respond to the problem of the **Capacity and sustainability of the care and health system**, jointly with the Health Board, we have been providing a broad range of different types of care for older people. Examples of what has been developed are short-term care, respite care, enablement and intermediate support following discharge from hospital or to avoid hospital admissions. With investment from the Intermediate Care Fund over the past years, 23 short-term beds have been established in care homes across the county. This collaboration has led to a better relationship between the staff of the residential homes, community nurses and social care staff.

Despite these developments, the delay when transferring patients from hospitals continues to be a challenging matter and is addressed by the Health Board and the Council on an ongoing basis. We are working with the Health Board to ensure that individuals can be discharged from hospital as soon as they are ready. When they cannot be discharged on time, and where we cannot arrange the care and assistance required to enable people to leave the hospital, this is referred to as 'delayed transfers for social care reasons'. The rate of delayed transfers from hospitals for social care reasons has deteriorated, with an increase from 2.38% in 2015/16 to 4.9% in 2017/18.



Although Gwynedd's performance is comparable to the Welsh average, it must be acknowledged that a decline has been seen. The performance reflects general problems in terms of higher demand for hospital beds, lack of nursing beds in the community and also a lack of professionals (nurses) and home carers in some specific areas of Gwynedd.

In response to the above, we are working on improving the flow of patients through the care and health system, by following cases from end to end and attempting to remove any obstructions arising. This work also adheres to the principles of doing what matters to the individual and is based on the same principles as the work of the integrated teams.

In response to the lack of Domiciliary Care workers in some areas of Gwynedd, we have established a "Domiciliary Care Project". We will trial new and innovative ways of providing health and care services with the emphasis that services are kept as local as possible for people, and that individuals are at the centre of those services. We are looking to develop a commissioning system where one provider will be responsible for care packages in a specific area. The initial findings are very encouraging. There is potential to improve the provision

when responding to 'what matters' to individuals, reducing travel time for care staff, identifying opportunities to take advantage of the strengths of our communities and third sector providers, and ensuring that staff can work in the most effective way. The initial results show that customer satisfaction, as well as workforce satisfaction, is higher. We intend to build on what we have learnt and extend the work to other areas in Gwynedd.

We have been aware that some of our residents in Gwynedd have to travel far to receive some dementia care services. The Council has prioritised the development of specialist dementia provision within the Council's in-house homes in partnership with the Health Board. We identified Llys Cadfan in Tywyn as the first home to be invested in. Work on "Phase 1" of the Llys Cadfan project has been completed and individuals started to move into the Early Dementia Unit in September 2017. The work of constructing "Phase 2" of the project, which offers specialist and respite services to the south of the County, has now been completed. This development will also lead to an increase in the number of short-term care beds in the home from two to seven. Day care facilities will also be upgraded in order to ensure the best care for service users across the site. As part of the project, the health workforce will ensure that additional health care is available to the home so that the individuals with more intensive needs can continue to reside there. Arrangements are in the pipeline to register the new services with the Care Inspectorate Wales and to strengthen the staffing capacity so that the best use can be made of the new resources.

In collaboration with the Health Board, plans to invest in early dementia beds are being developed for another three locations across the county. Plas Hafan in Nefyn is the latest of Gwynedd Council's care homes to benefit from an investment programme that will mean that we can offer better support to people living with dementia and other conditions that are associated with ageing. The investment will involve upgrading a part of the care home in Nefyn which will enable the Council's care team to work with the Health Board's medical staff to care for up to eight people with dementia. The funding is being provided through Welsh Government's Integrated Care Fund. We have already invested in Plas Hedd in Bangor and discussions about investing in Bryn Blodau, Llan Ffestiniog, are also in the pipeline.

Many different projects have contributed to realising our project **Programme of Accommodation and Care Provision Projects**. In June 2016, the Inspectorate released a report on services for Adults with Learning Disabilities. Since the release of the report, I am very glad to say that the learning disabilities service has made substantial progress to modernise the service. An exciting programme is in place to ensure a sustainable provision for adults with learning disabilities for the future.



We have developed a clear joint-vision with service users and their families in order to focus on developing preventative services across the county that will include focusing on the needs of adults on the autistic spectrum.

The new service has been designed to assist citizens to focus on their strengths and on

what they can achieve safely on their own. The Council has attracted funding from Welsh Government's Intermediate Fund to develop the new model, and it will be located at Arfon Leisure Centre. Since it opened in May 2018, this new Community Hub offers accredited training opportunities, develops the skills and confidence of individuals so that they can, in due course, move on to a work placement or college. This is a very exciting programme and our intention in the future is to establish other hubs and ensure that the provision is consistent across Gwynedd.

New developments are in the pipeline on the site of Y Frondeg home, Caernarfon. A decision has been made to develop a new accommodation model for adults with Learning Disabilities for 16 people. The existing registered home of Y Frondeg will remain open until the new development has been completed, and the current residents of the home will move into the new development as tenants. Grŵp Cynefin is a developmental partner and much work has been completed to develop draft joint plans with our main stakeholders.

The new project will be purpose-built to address the needs of the individuals and offer better opportunities to take control of their lives and play a part in society. The new accommodation model can support individuals with complex needs including individuals that currently receive their care outside Gwynedd, and there will be an opportunity for some individuals to return to the county to live.

The Adults Department is also responsible for implementing the Council's **Housing Supply Strategy**. As part of our efforts to address the demographic challenge and to ensure a sufficient provision for older people that promotes independence, we have been working on the Hafod y Gest Extra Care Housing scheme. The scheme worth £8.5 million is being developed by the Grŵp Cynefin housing association in partnership with Gwynedd Council. The new Hafod y Gest, which is located in the centre of Porthmadog town, is in an ideal site in the heart of the community and close to the town's shops and amenities and offers extra care housing for the area's older people. There will be 40 one and two bedroom flats with 24 hour care; a community hub for activities; hobby, fitness, beauty and therapy rooms; a lounge and dining room. We did not manage to adhere to the original timetable to finish the work by October 2017, due to problems relating to inclement weather and the availability of builders in the area. We are now looking forward to seeing Hafod y Gest opening by the end of 2018.



Hafod y Gest

The Empty Houses Team has been helping people who are having difficulty stepping onto the property ladder to purchase their first home. The team's work has helped to breathe new life into houses that have been standing empty, and given an opportunity for first-time buyers to turn them into cosy homes. They will do that by offering a deposit for an interest-

free mortgage so that they are able to purchase a house without having to save for years beforehand. They also offer a grant to first-time buyers to help them with refurbishment costs. As well as having a positive impact on the lives of first-time buyers in Gwynedd, the work of regenerating empty homes helps the community and the local economy to thrive. Since the scheme commenced in 2008, the Council has invested over £3.9m on empty housing regeneration, helping to house 900 people across Gwynedd - often allowing them to remain within their local areas.



We have been focusing on ensuring that there are enough suitable houses for the needs of the people of Gwynedd as high prices are preventing local people from purchasing houses. We are also aware of the lack of suitable rented housing. In response to the problem, the Council has sought to provide a variety of affordable houses in the rural communities of Gwynedd and a development of nine houses has been erected in Mynytho. The Council is also continuing with the partnership with Grŵp Cynefin and is hoping to develop similar plans in the areas of Penygroes, Bethesda and Waunfawr in future.

The Housing Service is working to prevent homelessness in the first place, but also to provide support for families or individuals who find themselves homeless.



Substantial progress was seen in the demand during 2017/18 and a service was provided for 760 individuals. The unit's performance is amongst the best in Wales in homelessness prevention, and this field needs to be prioritised in the future.

With grant funding from Welsh Government, the homelessness service has funded a project to coordinate a service for prison-leavers. We are supporting those who return to Gwynedd to live following a period in prison, and seek to arrange accommodation for them if they are at risk of becoming homeless. We supported 101 individuals during 2017/18. By means of this project, we have developed a good relationship with the prisons, the Probation Service and a number of other agencies that work with the individuals.

We experienced quite a lot of inclement weather over the 2017/18 winter, and homelessness matters have received considerable attention in the press. In Gwynedd, we have collaborated very closely with the North Wales Housing Outreach Service to address the needs of rough sleepers. During the periods of extreme weather, it was found that there were 33 rough sleepers. We managed to obtain a resolution for each of the 33 individuals by offering them temporary

accommodation. Two persons refused the offer of accommodation.

The Supporting People programme provides support for vulnerable people to manage or retain their tenancy and live independently. During 2017/18, the programme in Gwynedd has supported 2,157 (figure up to July 2017) to have access and maintain permanent or temporary tenancies and homelessness prevention. Due to a change in legislation and the supporting people grant conditions, there is more emphasis on targeting homelessness prevention by means of earlier and creative interventions. We have developed a drop-in service in two areas that offer support for local people before the need for accommodation or more specialist support. Since the project began in 2016, we have supported 202 young people.

Mapping analysis confirm that our highest priority groups are the ones who flee from domestic abuse, young people, prison leavers, homeless people between 25 and 54 years old, those who misuse substances and single parents. There has been an obvious gap over the previous years with an increase in the number of our clients with severe mental health problems and have either been homeless or at threat of homelessness. In response to this, during 2017/18, a new service was commissioned by 'Gorwel' that will be working intensively with individuals with complex needs such as mental health.

The Adults, Health and Well-being Department has put robust arrangements in place to ensure full expertise and understanding of all matters relating to the **Safeguarding of Vulnerable Adults**. The Safeguarding and Quality Assurance Unit has been established in full since October 2017.

There has been a general increase in cases involving safeguarding issues recently; however, from discussions with other Authorities within the region, it is clear that we are all in a similar situation. In response to the increase in safeguarding referrals, the Unit has developed a 'Safeguarding Hub' in order to be an initial contact point for all Adult Safeguarding before they are passed on for appropriate intervention.

Our adults safeguarding measures again suggests a robust performance in 2017/18. Of all the adult protection referrals completed during the year, we succeeded to manage the risk 95% of the time.

Over the past year, the Unit has continued to monitor in-house Care Homes and the private residential care provision in order to ensure quality care for residents. We will work with the Health Board to monitor nursing care and we intend to produce joint reports. The Older People Commissioner's report 'A Place to Call Home' has offered an independent opinion about our provision and proposes areas for improvement, and we are acting on these recommendations.

This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd by:

- Enable the residents of Gwynedd to be energetic and live healthy lives.
- Provide the right assistance to individuals at the right time.
- Prevent the escalation of people's needs.
- Safeguard children and adults from harm.
- Provide rehabilitation opportunities for the most vulnerable people from Syria.

Children and Supporting Families Department

For a number of years now, the Council has placed increasing emphasis on early intervention and preventative work in order to help children and their families to thrive, and to reduce the need for more intensive services. We have mainly provided preventative services by means of Families First and Flying Start grants, and more recently through the Edge of Care Team.

Despite all the developments and the successes we have seen from these teams, the number of looked-after children and families that need more formal support continues to increase. During 2017/18, we have taken stock of the situation, and following Ffordd Gwynedd principles by ensuring that the needs of the child or the family are central, we have seen that integrated collaboration with other institutions better meets the needs of children and their families.

Over the past year, we have been working on developing our vision for children and supporting families services. This was identified as a priority for the Council over the next five years, and we will attempt to adopt a joint Families Support Plan in conjunction with our partners.

The "current" Families First "programme" ended in March 2018 after being operational since 2013. As part of the work to re-commission a new programme, an independent consultant evaluated the current Families First programme in Gwynedd. Models of good practice were identified and will be used to develop a future programme.

The "New Programme" has already been commissioned and is based on the above evaluation. Following a consultation and tendering process, the new structure has been operational since 1 April 2018. The Team Around the Family will continue to offer early and preventative intervention which is coordinated across every area and community in Gwynedd. The aim of the programme is to continue to focus on reducing the number of families that develop needs which will become more intense in future, and therefore, require more intensive and costly statutory interventions.



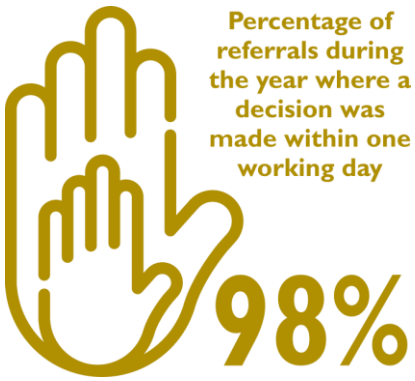
To ensure that services are provided as locally as possible, three Families First Family Support Teams will be established in the areas of Arfon, Meirion and Dwyfor, with Barnardo's leading the Team in Meirionnydd. The Teams include family support workers who offer direct support with parenting skills development and support for young people, as well as practical support. Unlike the previous programme, and responding to the findings of the independent survey and Welsh Government guidelines, a Youth Worker will be associated with each team in order to be able to focus on improving results for young people aged between 11-25. It will also be possible for families to gain access to a wide range of therapeutic and support services in order to meet their individual

needs. We have also commissioned 'Y Bont' to provide an advocacy service.

The Information, Advice and Assistance Service has also been established where the service offers a wide range of information about activities and organisations within communities that could lead to meeting individuals' needs. This service will develop further in future.

The Children and Supporting Families Department was the subject of a full inspection by Care Inspectorate Wales in May 2018. Although the official report has not yet been released, initial oral observations by the inspectors were very positive regarding the Department's performance.

The Children's Referrals Team has upheld high standards again in 2017/18 when responding to referrals on time. This is consistent with the performance of previous years.



Similarly, the Social Work Teams have offered timely support and intervention for children and their families.

The Percentage of child protection reviews undertaken within the time-scale was 90% which is a consistent performance again compared with previous years.

We are very fortunate in Gwynedd that our Social Work Teams are stable and experienced and that staff turnover is very low. The percentage of our staff who are Welsh-speakers is 84% namely the highest in Wales, and the rest are keen learners.

As part of the day-to-day work of operational teams within the department, workers offer professional support and intervention. In addition, they have the option to require more specialist interventions such as those offered by the Edge of Care Team. The Team became operational in 2015 and it has been an exciting and important development as we transformed experiences for children and families. The purpose of the team is to work intensively with vulnerable children and families, and children who are about to be taken into care. Since the commencement of the plan, the Team has worked with 236 children.

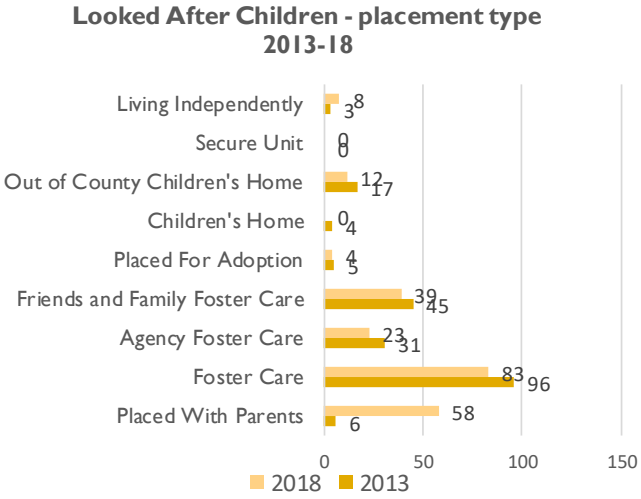
In 2017/18 70% of families noted that the factors that were evident before the team's intervention were reduced



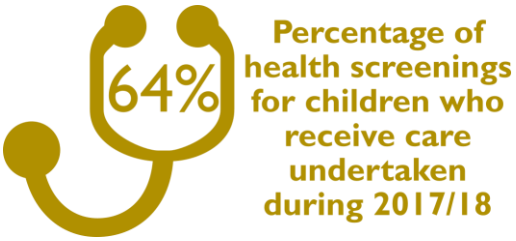
The success of collaboration between families and the team means that a number of children have been able to stay at home with their families, some have been able to return home from foster and residential care, and it has ensured that vulnerable foster placements have been substantially stabilised.

231 children were in our care at the end of March 2018. Compared with the number of looked after children over a five-year period, the total has increased from 185 to 231, which is nearly a 25% increase. Despite this, the number of children who are either in residential or foster placements has remained consistent or reduced.

There is an increase in the number of looked after children who have been placed at home with their parents under a Care Order for the Council, which has increased from 6 to 58 over the last five years.



Children and young people come into our care under highly challenging circumstances, but we are as ambitious for these children as anyone would be for his/her own child. We have Independent Reviewing Officers (IRO) who monitor the care plans of each child and young person who are looked after by us, and they assure us as a Council that the interests of the child are safeguarded throughout their time in care.



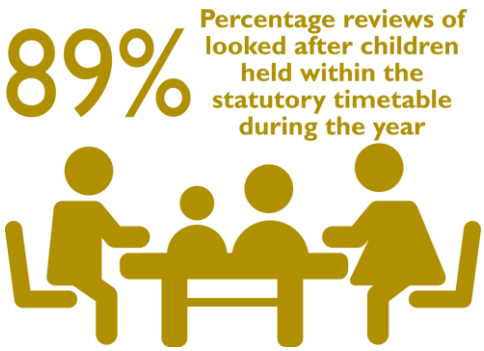
Our ability as a Council to place children with foster parents is a key part of the service for children. We are extremely proud of our foster parents and the Fostering Team continues to ensure that we have enough foster parents to meet the needs of children who cannot live at home. We held several recruitment drives over the past five years to try to encourage more people to become foster parents. Approximately 120 foster carers have registered in Gwynedd so that children can find safe placements to live and grow up. They receive full training, with the support of specialist and experienced officers. These recruitment drives enable us to place children within our own resources and we have more foster parents registering with us than those who part with us. In their last inspection of fostering services (2016), Care Inspectorate Wales noted that feedback from foster carers in questionnaires by the service for their annual reviews showed that they appreciated the support they received from their supervising social workers.

We have also placed considerable emphasis on our effectiveness as a Corporate Parent Panel during the period of the Plan to ensure that appropriate services are available for each of the looked-after children so that they succeed in achieving their full potential. A young person who is currently looked-after is now a panel member who will assist us to ensure that we hear from and listen to looked-after children's experiences and learn from them. The Corporate Parent Panel has developed a 'Strategy' to ensure the best opportunities for the children and young people looked-after by the Council and to probe further into some issues such as health, emotional well-being and the stability of the children and young people. More recently, the Corporate Parent Panel gave its seal of approval to children and young people who leave care to be exempt from paying Council Tax until they are 25 years old, which is a positive step forward when offering them practical support.



One of the highlights for the Department in 2013-18 was witnessing Hafan y Sêr, the Short Respite Unit, opening its doors for the first time in April 2018 for disabled children and young people. The Unit is located on the Ysgol Hafod Lon site in Penrhyndeudraeth. This new service offers a short respite provision which will provide care and support from specialist staff for disabled children and their families and meet the demand expressed for some time by families to the Derwen Team.

The Children and Supporting Families Department has a Safeguarding and Quality Assurance Unit that assures the Council that our safeguarding arrangements are robust.



Reasons for any slippage in performance have been challenged and are mostly related with staff sickness, availability of colleagues from other statutory bodies and families' availability.

On the whole, the delay is small (days) and longer delays have been carefully assessed and have not led to an unacceptable impact on the child.

Everyone has a duty to safeguard children and adults and the responsibility for safeguarding is one of the Council's most important responsibilities. Indeed, progress has been made in the workforce's awareness of safeguarding issues over the past five years. The emphasis of the 'safeguarding' project in Gwynedd Council's Strategic Plan 2013-18 was to ensure that arrangements in the safeguarding field were robust, and that we realise what our personal responsibility is for safeguarding.

The Council also recently increased the focus of its Safeguarding Strategic Panel to include community safety matters such as domestic violence, counter terrorism and modern slavery. This was done to ensure that all safeguarding matters receive attention and to ensure that there are robust procedures within the Council to respond to any safeguarding issue.

This Department's improvement plans and day-to-day work contribute towards the Gwynedd Well-being Objectives, ensuring that Gwynedd Council:

- Ensure that every pupil has the necessary skills to succeed.
- Ensure that children and young people are stable and are protected from harm.
- Provide the right assistance to individuals at the right time.
- Prevent the escalation of people's needs.
- Safeguard children and adults from harm.

Economy and Community Department

Developing Gwynedd's Economy

Gwynedd's economy is performing fairly well at a Wales' level but not in comparison with other regions of Britain and Europe. Salary levels are much lower than other parts of north Wales, and there are inconsistencies in terms of growth and opportunities across our communities.

The Council has acknowledged for a while that there is a need to work with partners to improve salaries and attract more jobs that pay better for the county.

We are working to target the sectors that pay well by creating the conditions that support new businesses and grow existing businesses, and this is a long-term effort. Since 2013, 111 high value jobs (with salaries of £26,500 or more) have been created and 308 jobs have been protected as a result of the intensive work being done to attract investors and businesses to the area. During 2017/18, we have worked with partners to create jobs that pay well in the digital, creative, energy and food sectors, with over 200 receiving information and participating in events and activities.



The work of attracting investment in strategic sites in the Trawsfynydd and Llanbedr Airfield sites has started to bear fruit during the year. As a result of lobbying work, Trawsfynydd has now been identified as a prominent site in Britain for the siting of an Advanced Technology Reactor. Considerable attention was also given to the development of a bid for £25m in European funding for the upgrading of the Llanbedr Snowdonia Aerospace Centre site in Llanbedr, including improving the access to the site and improving traffic problems in the village of Llanbedr.

Despite the good work, is can be seen that there has been a lack of general interest in investing over the year. The County's businesses have reported that issues such as Brexit and the lack of business space in the County are matters that are affecting them. The demand for empty units has increased across the county, with high demand in the Arfon area. We have also seen that a number of the sectors that create well-paid jobs are located in Arfon. It is crucial that we ensure that we disseminate the growth across the county to the Dwyfor and Meirionnydd areas as well. These matters will be addressed as we continue with the work in 2018/19.

Ensuring a good information technology infrastructure is essential in a rural County like Gwynedd, and is a key factor for businesses that wish to compete on a national and international level. Good progress has been made during the year to ensure, by December 2017, that over 88% of Gwynedd homes/businesses are able to take advantage of superfast broadband, which is way above the average of rural Wales. As Welsh Government prepares to commission the Superfast Business 2 programme, that will extend the provision to approximately 100,000 additional properties across Wales, there will be a need to ensure that Gwynedd is given priority. During the coming year, we will also be working regionally to attempt to secure superfast broadband as part of the North Wales Growth Deal.

After trialling public Wi-Fi in Aberdaron, we have now secured further funding to extend the successful pilot to other areas in Gwynedd. The experiment in Aberdaron was one of 43

that have now been held by the Arloesi Gwynedd Wledig scheme to develop innovative ways of increasing the prosperity of our rural residents and communities.

Many of our communities have a rich heritage and have received a World Heritage Site designation. We have been working to regenerate Caernarfon town centre in order to improve the quality and experience of visitors to the area and improve the appearance of the town. The work of regenerating Caernarfon town centre has commenced with a £15m investment that is going towards a variety of projects, including the construction of a new Welsh Highland Railway station and an extension to Galeri in Victoria Dock. We have also been working on obtaining a World Heritage Site designation for our slate areas. We hope to submit the bid to the World Heritage Centre in Paris in 2019. We will continue with the work of regenerating town centres and developing the slate areas during the coming year.



The tourism sector is an important employer and public events are a priority that offer a commercial opportunity to local businesses to supply or provide services during the year. By holding events, we have managed to raise the profile of Gwynedd and market it to visitors as an exciting and vibrant destination. A number of major events were supported in the county over the year, including the Red Bull Hardline and Festival No.6.



As a result of these events, at least 105 jobs were safeguarded in the economy during the year.

The Council continued to maintain the harbours and beaches which are an integral part of the County's tourism offer, and over 220,000 visitors were welcomed in 2017/18. During the year, we have also started on the work of reviewing the Harbour in Pwllheli, and a working group has been established to review the future management of Hafan.

Supporting Strong and Healthy Communities

Poverty is a matter that affects a number of Gwynedd residents and we have been working jointly with other partners to reduce the impact of poverty in the county since 2014. As the weekly salary in Gwynedd is the second lowest in Wales and unemployment leads to dependency on benefits, it is a key matter that needs to be responded to. During 2017/18, we have held 'Pennywise' events across Gwynedd, and 314 Gwynedd residents have benefited from the advice and assistance received through those sessions. A saving of £10,757 was estimated for Gwynedd residents during the 11 Pennywise events held since 2016.



In addition, a budget of £726,374 was received from the Westminster and Welsh Governments for making Discretionary Housing Payments during 2017/18. As a Council, we added a contribution of £25,098 from our own funds to this figure. Unlike many other Councils in Wales, we passed on the entire pot of money in payments to our residents, without having to return any

underspend to the Government. This funding was used to support 1,597 households to mitigate the impact caused by a range of welfare reforms. This is an increase on the figure for 2016/17. The Policy exists and has been operational since 2015 and it is reviewed annually and amended as required in order to comply with any Welfare Reform changes that can affect our customers.

With the introduction of Universal Credit, we are aware that these changes will affect over 6,000 households in Gwynedd. We have been preparing by holding training sessions for front-line staff, to give more information about changes being introduced as a result of Universal Credit. Over 180 staff have attended, including care workers, social workers, library workers, welfare workers in the Education Department and the Gyda'n Gilydd team. By ensuring that the Council's staff are aware of the changes, better support can be ensured so that residents are able to cope when going through this change. We have also supported over 1,300 Gwynedd residents to develop their digital skills so that they are more likely to be able to use on-line services.

Area Regeneration Officers continue to offer key support to communities so that they can continue to be sustainable, particularly as a result of the squeeze on public services. A total of 72 plans that develop or maintain local services were supported in 2017/18. A review of the regeneration work will be held in 2018/19, following Welsh Government's decision to bring the Communities First programme to an end in March 2018.

During the year, we have opened a new library on the Bala Lifelong Learning Campus, which is an exciting development. We have also been introducing a self-service programme in the nine main libraries, which means that users can use the machines to borrow and return books without having to go to the desk which, in turn, allows staff to spend more time with users who require assistance.

Nevertheless, the number of visits to libraries has reduced during the year, but this is not unexpected bearing in mind that we have reduced the opening hours of libraries in some areas. It is fair to say that the national trend shows a reduction in the number of visits.



The Council continues to maintain galleries, museums and archives in Gwynedd. During 2017/18, over 65,000 visited these establishments. We are also continuing to work with the Friends of Lloyd George Museum and Neuadd Buddug, and work has also been commissioned on reviewing the future management of Neuadd Dwyfor.

A change was seen during the year where a consultation was held on establishing a new youth service for the county. Following the Council's decision in 2016 to save £70,000, the Youth Service has been consulting on remodelling, has considered options and has engaged with Gwynedd residents.

The Department also supports Gwynedd residents of all ages to live healthy lives and improve their health by means of sports programmes, exercise referral programmes and the healthy living centres. Our staff arrange and hold a range of sporting activities during the year within schools, in the community and outdoors.



Similarly, the Department is supporting the residents of Gwynedd to improve the condition of their health through the Exercise Referral Team. A substantial increase was seen in the number of clients for this service during the year, particularly in the fields of dementia and chronic conditions. More information about the scheme can be seen in the chapter on the Adults, Health and Well-being Department.

However, national uncertainty about the future funding arrangements of sports programmes and DementiaGo poses a challenge for the Department to look at other models of maintaining the services in future, in collaboration with Health sector partners. This will be a priority for us in 2018/19.

During 2017/18, we worked on establishing a new leisure company in Gwynedd in order to manage Leisure Centres in the county in the future, and further details about the arrangements will be published in 2018/19.

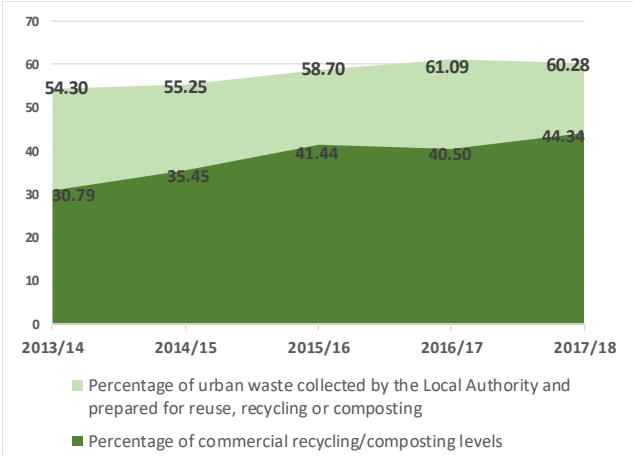
This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd residents by:

- Create the conditions for enterprises to prosper across Gwynedd
- Create the conditions for businesses to create and sustain high-value jobs.
- Enable the residents of Gwynedd to be energetic and live healthy lives.
- Tackle poverty.
- Strengthening and regenerating communities.
- Promote our culture, heritage and the arts.
- Provide a library service.

Highways and Municipal Department

Gwynedd is a large county geographically, and has a natural environment of high standard on the one hand but has a number of environmental challenges on the other. It is important that our citizens can live full lives within their areas, and over the past few years, we have continued to work towards providing a healthier, cleaner, safer and more sustainable environment for our citizens, our businesses and visitors.

Over the past few years, we have identified that there is a need to reduce the amount of waste that is sent to landfill. The changes to residual waste collection arrangements every three weeks, and collecting food waste and recycling materials weekly, has been crucial to ensure progress in the recycling rate.



60.28% of waste from Gwynedd homes was recycled by the end of 2017/18. This is a substantial increase of over 5% in rates since 2013/14. A reduction was seen in the percentage of materials recycled compared to 2016/17 (61.08%) but this reduction can be attributed to the fact that less garden waste is being sent to be treated as a result of the arrangements to pay for the service to dispose of garden waste from the brown bin, which was introduced in 2017.



The commitment of the county's residents and businesses to reducing their over-dependence on the disposal of waste to landfill has played a crucial part in improving our performance and Gwynedd's recycling rate has substantially increased over the past four years.

We know that collecting waste at the time we state that we will collect it is important for Gwynedd residents. During 2017/18, we failed to collect 0.23% collections out of 4,872,676 that we were expected to fulfil during the year. Some of these failures were due to severe weather and others because of shortcomings on our part. Where the shortcoming is on our part, we are already taking action to see what lessons we can learn for the future.

We will continue to implement the Waste Strategy in future, with the intention of reusing, recycling or composting 64% of the waste from our households by 2020.

The quality of the local environment is essentially important for local people and for visitors to the area. The cleanliness standards of our streets scored 71.95 out of 100 in an assessment carried out by independent Inspectors in 2017/18 which is a reduction from a score of 75.7 in 2016/17. The Council has taken action on what the people of Gwynedd told us during Gwynedd Challenge and there has been a reduction in budget for

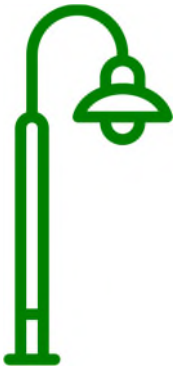
this field, and therefore, it is unavoidable that there will be an element of deterioration.

Fly-tipping could pollute the environment, harm human health and ruin our enjoyment of our towns and countryside. The number of cases of illegal fly-tipping has reduced from 623 in 2016/17 to 550 in 2017/18. The percentage of illegal fly-tipping incidents cleared within 5 working days has been stable over recent years, and the figure of 97% this year compares with 97.90% in 2016/17.



It is important that businesses and residents can move with ease and safely within the county and, in order to ensure this, the Council maintains 2,697km of county roads along with 199km of Trunk Roads (namely highways of national importance, on behalf of Welsh Government). The statistics on road standards are measured annually, and at present, our highways in Gwynedd, namely Class A and B roads, are in a good condition with less than 4% defective. The performance of class C main roads has improved a little this year, with 14.1% of the roads in a poor condition compared with 15.2% in 2016/17. Unfortunately, due to the increasing budgetary cuts, it will be challenging for the Council to maintain this performance and prevent deterioration in the coming years.

We have undertaken a rolling programme of "Invest to Save" schemes to reduce the Council's energy costs and carbon emissions. A wide range of schemes have been completed, including improvements to property, installing LED street lighting and purchasing low emissions level vehicles to replace the old fleet of vehicles.



In order to reduce the carbon emissions, prevent light pollution and reduce energy costs, a substantial programme to replace street lighting with LED technology has been in place over recent years. In 2015/16, 1,709 street lighting units and signs were replaced with LED with 3,418 additional ones replaced in 2016/17, and 3,472 in 2017/18. During 2018/19, 1,680 units will be replaced which will mean that a total of 10,279 units will have been replaced during this initial programme. As a result of these changes, it is anticipated that we will save £260,000 per annum.

This Department's day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd by:

- Increase recycling.
- Keep towns and villages tidy and safe.
- Provide travel opportunities for everyone across the county.
- Maintain public footpaths and playing fields.
- Reduce energy costs, carbon emissions and prevent light pollution.
- Educate and raise awareness among children about recycling and preventing litter and graffiti.

Environment Department

The main areas of responsibility of the Environment Department are Planning, Public Protection, Transportation and the Countryside, and the Corporate Property Service.

The Planning Service facilitates and manage sustainable developments for the benefit of communities, the economy and the environment within the Gwynedd planning authority area (which does not include the National Park area), with 90% of the service's customers being satisfied with the service. Of those who are dissatisfied, the success of the application is a factor for some, but getting hold of a Planning officer is a factor for others. We will consider this when reviewing the service next year. In 2017/18, on average, planning applications took 59 days to be determined, which continues with the consistent performance on this measure since we began reporting on it in 2015/16.

A Joint Local Development Plan was adopted by Gwynedd Council and Anglesey County Council in July 2017. After completing the substantial task of drawing up the Development Plan, the Joint Planning Policy Unit have turned towards drawing up a series of Supplementary Planning Guidance. The purpose of the Supplementary Planning Guidance is to elaborate and explain the policies of the Development Plan where necessary in order to facilitate the Planning process. It is intended to publish a Supplementary Planning Guidance for the Welsh Language in 2018.

Affordable housing is a matter of priority for the Council, with 38% of the housing approved through the planning system in 2017/18 being affordable housing, either through a 106 agreement or because they are housing built by registered social landlords. Whilst this figure is a reduction on the average percentage of 47% between 2013 and 2017, it is still higher than the highest target in the Joint Local Development Plan, namely that development include 30% affordable housing. This means that the Planning Service has contributed directly towards the affordable housing provision in Gwynedd in a significant way.



One of the duties of the Public Protection Service is to ensure that businesses conform to food hygiene standards, with 98.81% of Gwynedd businesses having done so in 2017/18. At the end of 2017/18, 98.7% of the 601 High Risk Food Property in Gwynedd had been inspected in accordance with the programme adopted by the Unit, despite the fact that a grant had been given by the Food Standards Agency in order to assist with the work after they stated a formal concern about the performance of the service.

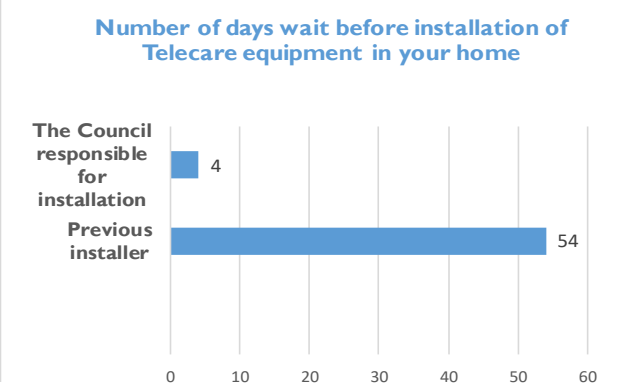
However, a total of 2,211 food businesses in Gwynedd need to be inspected from time to time, and the performance highlights a service that strives to cope, but finds it difficult to complete high risk business inspections, not to mention low risk businesses. Bearing in mind the importance of this field, we need to consider a second priority to ensure that we use our resources in the most effective way.

Otherwise, encouraging performance is seen in the field of Public Protection with all air pollution inspections and animal food organisations being inspected in accordance with the programme.

At the beginning of 2018, there were significant changes to the bus services in Gwynedd as a result of revoking the licence of one major company. Unfortunately, despite the fact that we have attempted to soften the impact of losing the company, and significant work that has been done to look for other providers, a lack of providers has meant that it was not

possible to recover all services previously seen.

Telecare, or Assistive Technology, offers assurance that support is at hand should it be required, and assists with reducing risks within the home by enabling vulnerable individuals to live an independent life. In January 2018, Gwynedd's Property Service took responsibility for the service of installing Telecare equipment in Gwynedd. So far, this change has allowed for a faster and more efficient service for the people of Gwynedd, with the time it takes to install equipment for users having decreased from 54 days on average by the previous provider to four days under the Council's care.



In order to respond to the challenges that arise from climate change, and ensuring that Gwynedd communities are prepared for the future, the Council adopted a Carbon Management Plan in May 2010. The plan has been a substantial investment of £903,173 in order to reduce carbon emission activities of the Council, in addition to contributing towards the wider aim of a low carbon Gwynedd.



By now, the focus of the plan has changed from investing in new technology to focusing on reducing unnecessary overuse of energy as the Council does its work.

The nature of such plans is integrally measured over a long period of time, with small differences between monitoring periods having a cumulative impact over a more extensive period. Since the baseline was established in 2005/06, the Council's carbon emissions has reduced by 38.9%, with a reduction of 5.8% in 2017-18, and this has led to a cumulative financial saving of £4,007,419 since the starting to roll-out the scheme.

As part of the department's efficiency savings for 2015-18, it was proposed to abolish the Council's Pest Control Service. After consulting with the Communities Scrutiny Committee, it was determined to continue the service on a self-supporting, commercial basis.

Since its restructure in September 2016, the Service has been successful in providing a sustainable service to the Council, in addition to being affordable to the public. The new service has received very positive feedback from its customers, noting that it is of high standard and it is appreciated.

This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd by:

- Promote wildlife.
- Protect and manage the quality of the Llŷn Area of Outstanding Natural Beauty.
- Facilitate and manage sustainable development.
- Safeguarding the health and wellbeing of the public.
- Provide travel opportunities for everyone across the county.
- Maintain public footpaths and playing fields.
- Reduce energy costs, carbon emissions and prevent light pollution.

Ymgynghoriaeth Gwynedd Consultancy(YGC)

The Gwynedd Consultancy Department fulfils the Council's statutory roles in the fields of Flood Risk and Building Control. The rest of the Department's work involves providing a commercial consultancy service to external clients, specialising in engineering or construction projects.

For the commercial aspect of the work, the situation is encouraging with the 2017/18 performance showing a profit of £81,695. This is higher than what the Council had expected.

The Building Control Unit is responsible for ensuring that construction work meets building standards. In a customer satisfaction survey in 2017/18, an average score of 9.6 out of 10 was given. This is an improvement on a score of 8.7 in 2013/14 and 2014/15, a score of 9.1 in 2015/16, and an average score of 9.3 in 2016/17.



One of the Building Control Unit's duties is to process applications for Building Regulations Full Plans. The Unit aims to inspect the plans within 15 days, and release decisions on the applications as soon as possible. In 2017/18, it took 16 days on average to check full planning applications (initial decision), compared to 15 days in 2016/17. This increase can be attributed to an increase in officers' time given to complex applications, and the reduction in the number of Building Control Officers.

Some areas in Gwynedd, like other coastal areas in Wales, are at a greater risk of flooding. In 2017/18 52 incidents of internal flooding were recorded across the County. During this time, Gwynedd Consultancy managed to attract £633,969 of grants used to provide assistance and improvements to 81 properties. In addition, over the past year, 928 properties have benefited from the work of raising awareness of flood risk.

Flooding is now the most common type of natural disaster that affects our homes and businesses and has an impact on the day-to-day workings of whole communities. During 2017/18, the work of upgrading land drainage assets across the County was completed in order to reduce the risk of flooding in communities. Over recent years, we have helped and worked with communities, the public sector, and other bodies by raising awareness of flood risk and coastal erosion. In order to respond to the challenges arising from climate change, we have continued to undertake a large-scale programme of coastal defence to reduce the likelihood of future flooding.

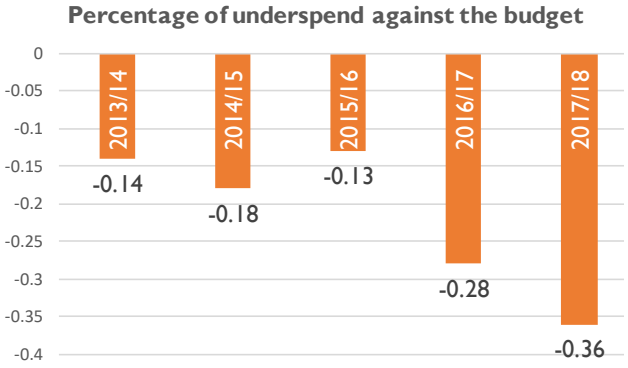
This Department's day-to-day work contributes towards the Gwynedd Well-being Objectives, ensuring that Gwynedd residents can:

- Reduce flood risk
- Ensure that construction work is safe, sustainable and energy-efficient

Finance and Information Technology Deparartment

The Finance Department ensures the appropriate support for the Council in managing, safeguarding and developing its financial position in addition to providing services, such as collecting revenue and paying benefits, in a fair manner. The Council's Information Technology services are also part of the Finance Department and they offer high quality technical guidance and support which promotes the Council's basic values.

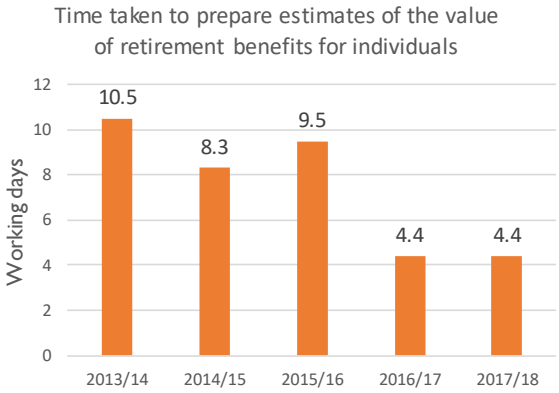
Since 2013/14, the Council's budget has reduced, with a total of £32.5m of savings having been realised over four years. This means that the department's financial management work and responsible support is an asset to the Council's departments when achieving for the people of Gwynedd at a financially difficult time. Through conscientious financial management, the department has helped the Council manage to keep within its budget every year between 2013/14 and 2017/18.



In the financial climate where the Council is required to reduce its budget every year due to continuous restrictions on public expenditure, it is crucial that the Council has robust arrangements to ensure that departments realise what is expected of them.

We have implemented the Realising Savings scheme since 2015/16, and the latest information shows that 99% of 2016/17 schemes have already been realised, with only one scheme out of 144 having slipped slightly. In terms of schemes for 2017/18, 81% were realised before 31 March 2018, with only one scheme causing concern, with all other schemes likely to be realised in 2018/19.

The Pensions Service are responsible for administrating the Local Government Pension Scheme (Gwynedd Fund) on behalf of over 40 employers including Gwynedd, Anglesey and Conwy councils. The service focuses on operating accurately and swiftly on behalf of its members. We have been able to improve our service by reducing the number of work days it takes to provide estimates of the value of retirement benefits for individuals. This increase shows that the work of improving systems is coming to fruition, and the work of improving communication with employers that are part of the Gwynedd Fund enables us to gather the required information earlier. The rate of mistakes is also decreasing, which indicates that the service keeps a balance between responding quickly and the accuracy of their information.



The rest of the department's support units are performing well, with the measures used showing that the performance is maintained or improved. The departments' satisfaction with the support services shows a general increase in all areas.

On 29 June 2017, the Pension Fund under the Council's care joined the Wales Pension Partnership, which is arranging to jointly invest all Wales local government pension funds in order to improve investment returns and minimise relevant costs. Although the pensions fund is joining the partnership, it will not lose its individual identity, and it will continue to be able to follow the principles of Gwynedd when determining how and where to invest.

As part of the community, the Council is very aware of the local benefit deriving from working with local suppliers. In the Gwynedd Council Plan 2018-23, through the 'Keeping the Benefit Local', it is intended to procure as much as practically possible locally. It must also be borne in mind that the Council works with local suppliers, often on a less formal level than procurement contracts. What's important to these businesses is being paid in a timely manner, and the Council attempts to pay its suppliers within 30 days of receiving an invoice. The Council's performance in terms of paying suppliers within 30 days has deteriorated from 94% in 2013/14 to 89% in 2017/18, mainly due to the deterioration in the performance of individual departments when processing invoices before sending them to the Payments Service. Nevertheless, the Council's performance when paying local suppliers' invoices has been consistent on 90-92%, reflecting the commitment to promote local businesses. We will address this issue further during the coming year.

The Benefits Service supports people who are in difficult financial circumstances by processing Housing Benefit and Council Tax Reductions promptly and accurately, in order to help the citizens of Gwynedd to pay their rent and tax. In 2017/18, support was given to more than 16.3% of the houses in Gwynedd. In addition, we managed to secure and distribute over £750,000 of Discretionary Housing Payments to claimants in Gwynedd who are most in need, using a grant with a substantial "rural addition", after the Council lobbied the Westminster Government. Also, when collecting Council Tax sympathetically, 200 people in difficult financial circumstances were referred to Citizens Advice Bureau for financial advice.

The Information Technology (IT) Service provides and supports solutions in order to help the people of Gwynedd to gain easy access to the Council's information and services, and for staff to work efficiently. In May 2016, the Council's Cabinet adopted the Information Technology Strategy, which has enabled the Service to develop and pioneer when providing IT support for the Council.

One clear change that has derived from this work is developing a 'digital channel' to gain access to various Council services. A self-service provision was launched on the Council's website in November 2017 and, following this change, the level of digital transactions has increased from 27% to 29%. Also, the IT Service is in the process of developing a 'Gwynedd app', which will be released in 2018.

For the use of Council staff, the IT Service has developed a digital self-service system that enables staff to manage a range of internal processes themselves. We anticipate that we could develop this system for more and more internal processes to be more efficient in future.

One of the priorities of the IT Service is to ensure that the Council's website is available to the public, and that the Council's network systems are available to its staff. The Service's performance on these aspects have been consistent, with the network available 99.78% of the time in 2017/18, and the Council's website being available 99.52% of the time.

This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, and supports the residents of Gwynedd by:

- Support people in difficult financial circumstances

Corporate Support Department

Despite being the county in Wales with the highest percentage of Welsh-speakers, the number of Welsh-speakers in Gwynedd fell by 3.5% between the 2001 and 2011 Censuses. We believe that we, as a Council, have a responsibility not only to try to prevent any further decline but, equally importantly, that we use influence to increase use of the language. Over recent years, we have focused on the use of the Welsh language among children and young people, in the community, and in business.

We have also been collaborating with four communities: Bangor, Dolgellau, Porthmadog and Pwllheli, to try to promote the use of the Welsh language. A real change was seen in linguistic habits in 2017/18 with organisations such as the Girl Guides and Brownies and sports clubs offering more Welsh-medium activities. The community translation scheme has also given more opportunities for Welsh-speakers to make a contribution in the language by not having to turn to English; and training sessions for early years workers has led them, in turn, to increase their use of Welsh with young people and their parents.

hunaniaith
Hyrwyddo'r Gymraeg yng Ngwynedd
Promoting the Welsh Language in Gwynedd

Inconsistencies remain in the level of Welsh language provision among public bodies in Gwynedd; and, as a Council, we have been working within the Gwynedd and Anglesey Public Services Board to try to improve the situation. The Board's new Well-being plan notes that the Welsh language is the 'golden thread' that runs through it.

We, therefore, expect to see public bodies that are members of the Board collaborating to increase their bilingual provision and encouraging residents to choose Welsh when visiting those organisations. Meanwhile, we as a Council have used lessons learnt over the past five years and more to create a 'Welsh Language Promotion Plan for Gwynedd 2018-2023'.



Gwynedd Council is unique as it is the only Council that operates internally through the medium of Welsh. If any members of staff do not feel entirely confident in working in Welsh, we support them to improve their language so that the service provided to residents is available in Welsh or bilingually as requested. In 2017/18, there were cases where provision from outside contractors was not available in both languages, such as mobile phone apps, but since this technology will be used increasingly in future, we will focus on ensuring the availability of a full bilingual provision.

Work of seeking to ensure a consistent culture across the Council and the principle of placing the people of Gwynedd at the centre of everything we do continues. By the end of 2017/18 we had expected to conduct 15 formal reviews (only 10 had been completed), but during the year it became apparent that our method of embedding this culture among all the Council's staff needed to be

reconsidered. Consequently, we concentrated our efforts on training Council managers on the said principles, and by the end of the year, most managers had completed Ffordd Gwynedd training. They have already begun the work of leading service teams to reflect their current working arrangements, to challenge whether they are putting the people of Gwynedd at the centre, and to consider whether there is room for improvement. Positive results are emerging from the formal reviews that took place in the fields of Adults and Highways, and we expect to see the outcomes of that work in the coming year.

The other success of the training programme for managers was that members of the Council's Cabinet also took the opportunity to participate in the development programme and found it useful in honing their leadership skills.



It is vital for us as a Council not only to provide opportunities for the people of Gwynedd to express their opinions about our services, but also to listen and respond positively to their priorities. Between 2013 and 2018 over 17,000 people in Gwynedd participated in shaping over 24 public consultation exercises; they including approximately 4,400 young people aged 11 to 25. We expanded our work of consulting with young people in 2017/18 and the input by the young people has led us to greatly increase the use of social media as an effective way of sharing information and gathering views. Technology has also facilitated our Citizens' Panel in communicating with the Council, 67% of whom now choose to complete questionnaires on-line.



Gwynedd residents increasingly turn to digital channels to contact the Council. Creating an account enables residents to apply for a service and track it at a time that suits them. 2017/18 was a successful year in increasing on-line services, such as paying for garden waste collection, primary school dinners or trips, or booking fitness sessions at the Leisure Centre. An additional 11,500 residents have chosen to set up an on-line account with the Council in 2017/18, bringing the total to 35,530. One element of the self-service project that was not completed before the end of March 2018 was the development of the 'app' that corresponds to the on-line account. We, and the technology company, have endeavoured to resolve problems and the app will be ready in 2018/19.

The Democratic Services Committee coordinates the support provided for Councillors and this year the Council received recognition from the Wales Local Government Association Members' Charter for this work.

Furthermore, the Gold Standard in Corporate Health was maintained. This recognises that the Council provides support of the highest standard to its staff as regards their health and well-being. This is reflected in the level of staff absences in the Council, which is among the lowest across all local governments in Wales.

We as a Council are acutely aware that the information we have about people and resources constitutes sensitive and valuable data. Much preparatory work has been undertaken behind the scenes to prepare for the introduction of the new data protection

act that came into effect on 25 May 2018 (GDPR). This preparatory work and the training given to officers, is critical. There are very few cases of non-compliance with the data protection legislation, but there was an increase in 2017/18 with 13 cases of information being shared, lost, or sent to the wrong address. One incident had to be reported to the Information Commissioner because of its gravity, and we are awaiting the outcome of the investigation. Whatever the result, we are already strengthening our data protection arrangements. The number of freedom of information requests continues to rise, from 1,051 in 2016/17 to 1,097 in 2017/18 and this affects our ability to respond without taking away resources from front line services. In 2017/18, 89% were responded to within the specified time, compared with 87% in the previous year.

The Council's Procurement Unit is responsible for ensuring that we get value for money for what the Council spends on goods and services, whilst endeavouring to ensure we spend as much as possible locally. During 2017/18 we focused on supporting Gwynedd businesses in the fields of building maintenance, food, taxi transportation, civil engineering, plant hire and domiciliary care to help them apply for work tenders with the Council. Because of all the work carried out in this field, the percentage of the Council's revenue expenditure with local businesses has increased from £58m (56%) in 2015/16 to £60m (62%).

Since the project began in 2014/15 we have also succeeded in harvesting £3.55 million of procurement savings across the Council. We will not be resting on our laurels as far as this work is concerned, since further work is required to find even greater savings whilst striking the best possible balance between keeping the benefit local and making financial savings.

In 2017/18 the Council's Training Unit researched different ways of recouping some of the £642,000 of apprenticeship levy the Council is obligated to pay the Government. During the year, 80 staff members capitalised on the plan's rules, but we will not be able to use the levy to pay the salaries of apprentices. Further work will be carried out during the year to see how we can make further use of this national fund.

Complaints teach us about areas for improvement. The Organisational Development Unit monitors complaints that the Service has not resolved, and acts as an "agent" for the complainant and ensures we learn lessons. It is encouraging to see that the Unit has had fewer complaints to deal with in 2017/18 (51) than during the previous year (67) which may indicate that we as an organisation are learning the lessons.

Of course, if individuals are not happy with the Council's response, they are entitled to go to the local Ombudsman; here again there was a fall in the number of complaints he received, from 29 in 2016/17 to 24 in 2017/18. Of the 24 referred to, only one case was put forward to be audited.



Safeguarding

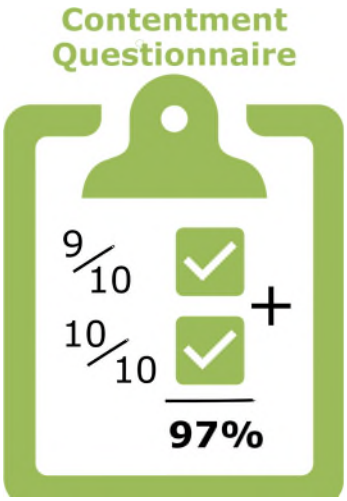
The responsibility for safeguarding children and vulnerable adults is one of the Council's most important responsibilities. The Safeguarding Children and Adults Strategic Panel was set up to give specific attention to corporate and statutory matters relating to safeguarding. During 2017/18 the Panel expanded its focus

and added the 'PREVENT/ATAL' agenda to their field of work. This is the Home Office-led programme that attempts to prevent individuals from being radicalised. Violence against women and modern slavery are matters that receive the Panel's attention. We have held a workshop to identify what the Council needs to do to ensure a clear awareness of our duties in these important safeguarding fields. Matters such as crimes involving the supply of drugs into north Wales has also been given attention.

Much work has been done to raise awareness and there have been training sessions across the Council's workforce; we have ensured that we have adopted the appropriate safeguarding policies and procedures. We have undertaken an annual audit to measure the impact and improvement in levels of awareness within the safeguarding field, together with annual inspections to ensure that our arrangements in this field are robust. The Awareness Audit has shown that, this year, there has been an increase in the level of awareness of the Safeguarding Policy and Procedures. Nevertheless, the audit shows that there is still room to improve awareness levels among front-line workers and the Safeguarding Panel will consider this in 2018/19. We continue to ensure that those staff members working directly with children, young people and vulnerable adults receive a Disclosure and Barring Service (DBS) check, and in 2017/18 the figure was once again 100%.

Legal Services

As a service, we provide a full legal service for all the departments within the Council. In order to generate income, we will also be providing the same service for outside clients. Although we continue to receive consistently positive feedback, with 87% of clients noting they were fully satisfied (a score of 10 out of 10) with the service provided, we are investigating why the remaining 13% were not entirely satisfied to see whether we can do something about it. One common factor that we are aware of is that communication with clients needs to be more frequent so that they know if things are going to take more time than had been anticipated. We will address this issue further during the coming year.



We are pleased to say that the Members' Code of Conduct was not breached over the past year, and the Council's Standards Committee has been able to ensure that standards of conduct, and all the Council's proceedings, have also been safeguarded.



The service is also responsible for administrating all elections in the County. Since April 2013 we have administrated all local government elections for Gwynedd Council and the County's community and town elections, along with 16 by-elections, one National Assembly for Wales election, two general elections to the Westminster Parliament, North Wales Police Commissioner election and one referendum. We have also administrated a community poll and vote to establish business improvement

districts in Bangor and Caernarfon. There was one unfortunate incident where the wrong cards were sent to individuals in the Dolgellau area during the County Council elections. This aside, the elections were administrated in accordance with the requirements of the Electoral Commission.

The question remains as to whether we have been able to ensure that everyone has registered for voting. In the coming year, we will concentrate our efforts on seeing whether we should be doing anything to ensure any gaps are filled.

This Department's improvement plans and day-to-day work contributes towards the Gwynedd Well-being Objectives, ensuring that Gwynedd Council:

- Safeguard children and adults from harm.
- Collaborate with partners to reduce crime and disorder.
- Promote the use of the Welsh language.
- Promote our culture, heritage and the arts.

Appendix 1 - Performance Measures

Education Department

Department	Measure	2013/14	2014/15	2015/16	2016/17	2017/18
Education	Percentage of 16 year old pupils achieving the Core Subject Indicator (C Grade or above in Welsh/English, Mathematics and Science)	53.2%	57.35%	60.5%	64.4%	57.4%
Education	Percentage of 16 year old pupils achieving threshold level 1 (5 grades A* - G GCSE) or equivalent	93.1%	97.1%	97.9%	97.3%	97.3%
Education	Percentage 15 year old pupils achiveing level 2 threshold (5 grades A* - C GCSE) or equivalent	81.55%	87.7%	88.9%	85.9%	70%
Education	Percentage of young people aged 16-18 who are not in education, employment or training	3%	1.7%	1.8%	1%	data to follow
Education	Percentage of pupils assessed at 7 years of age at the end of the Foundation Phase who have attained the expected level	–	–	86.8%	86.8%	86.6%
Education	Percentage of pupils assessed at 11 years of age, at the end of Key Stage 2 (Year 6) who have attained the expected level in Welsh or English, Mathematics and Science.	86.6%	86%	89.5%	89.8%	92.1%
Education	Percentage of pupils assessed at 14 years of age, at the end of Key Stage 3 (Year 9), who have attatined the expected level in Welsh or English, Mathematics and Science.	85.4%	89.11%	91.3%	92%	92.8%
Education	Percentage of pupils assessed at local authority maintained schools, and who receive a Welsh Language Teachers' Assessment (first language) at the end of Key Stage 3	82.5%	81.2%	83.2%	83.7%	82.7%
Education	Number of permanent exclusions at primary schools during the academic year	0	0	3	0	0
Education	Number of pupils permanently excluded from secondary schools during the academic year	4	4	3	2	0
Education	Average points score for pupils who were 15 years old on 31 August of the previous year at local authority maintained schools	578.20	616.00	617.20	591.00	497.3
Education	Percentage of attendance at primary schools during the academic year	94.3%	95.1%	95%	95.45%	95.29%
Education	Percentage attendance of pupils at secondary schools during the academic year	93.6%	94.2%	94.6%	95.16%	95.19%

Education	Percentage of pupils who were 15 years old on 31 August of the previous year at local authority maintained schools who attained Level 2+ threshold, including grade A* - C GCSE in Welsh first language or English and Mathematics	58%	61.1%	63.3%	65.9%	58.1%
Education	Percentage of primary schools that show an increase in the social use of the Welsh language among children	64%	Not reported	75%	_	data available 2018
Education	Percentage of secondary schools that have established a baseline of social use of the Welsh language among young people in year 7	_	Set baseline	100%	100%	100%

Adults, Health and Well-being Department

Adults	Enabling - percentage of cases that have received a period of enablement and who leave without a care pack	54%	45%	55%	59.3%	_
Adults	Number of users of Adults Services receiving direct payments	104	121	_	121	_
Adults	Percentage of older people with Physical Disabilities where there is an increase in achieving what matters to them	_	_	_	88%	80.5%
Adults	Rate of delay in transfer of care for social care reasons per 1,000 head of population who are 75 years of age or over	1.55	1.05	2.38	3.40	4.9
Adults	Rate of elderly people (65 or over) who receive assistance to live at home per 1,000 head of population who are 65 years of age or over	46.21	45.07	43.10	44.70	41.2
Adults	Rate of elderly people (65 or over) who receive assistance to live at home per 1,000 head of population who are 65 years of age and over (including modifications and equipment)	79.41	78.17	73.00	89.30	82.5
Adults	Rate of elderly people (65 or over) who are assisted by the authority at care homes per 1,000 head of population who are 65 years of age or over on 31 March	25.59	24.15	22.69	22.60	23.2
Adults	Rate of elderly people (65 or over) who are assisted by the local authority at care homes per 1,000 head of population who are 65 on 31 March, except for those who finance themselves	20.08	18.48	17.10	16.40	17.8
Adults	Percentage of adults safeguarding referrals completed during the year where the risk has been managed	95.72%	100%	96.7%	97.9%	97.6%
Adults	Of the adults protection referrals completed during the year, the percentage where the risk has been managed (except for those who have refused intervention)	_	_	99%	100%	99.4%

Adults	The number of calendar days on average taken to issue a Disabled Facilities Grant	242	316	271	281	204
Adults	Rate of private sector dwellings that had been empty for more than six months on 1 April and were reinhabited during the year as a result of direct action by the local authority	5.24%	5.7%	5.13%	3.68%	4.82%
Adults	Number of affordable houses obtained for Gwynedd	70	144	48	71	77
Adults	Time (number of days) taken for the Homelessnes Unit to carry out the prevention plan for those at risk	145.85	84.94	69.08	77.73	101
Adults	Time spent in temporary accommodation (number of days)	113.78	75.82	126.02	104.44	92

Children and Supporting Families Department

Children	Percentage of two year olds who attend **Flying Start	84%	82%	83%	84%	81%
Children	Number of higher parenting assistance packs that lead to positive steps being taken	57%	38%	48%	89%	65%
Children	Percentage of families that have reported progress after receiving a service from the Team Around the Family (Gyda'n Gilydd)	15%	30%	25%	95%	92%
Children	Transition plan agreed for 16 year old disabled children	100	100	100	No disabled children being looked-after	100%
Children	Pathway plan agreed for looked-after children	100	100	100	100	99%
Children	The percentage of looked-after children on 31 March who have moved school once or more, at times when they have been receiving care, and which move was unrelated to transition arrangements, in the 12 months up to 31 March	22.8%	18.7%	18.1%	17.1%	10%
Children	Percentage of children who are looked-after on 31 March and who have had three or more placements during the year	4.9%	6.2%	7.7%	6%	7.5%
Children	Percentage reviews of looked-after children held within the statutory timetable during the year	94.3%	93.8%	91%	91%	89%
Children	Percentage of child protection reviews held within the statutory timetable during the year			85.5%	92.0%	90%
Children	Percentage statutory visits to looked-after children that should have been held during the year and were held in accordance with regulations	83.7%	89%	86.9%	90%	92%
Children	Percentage of eligible and relevant children, and children who were relevant and who have pathway plans in place according to need	100%	100%	100%	100%	100%

Children	Percentage of eligible and relevant children, and children who were relevant and who have been allocated a personal councillor	100%	100%	100%	100%	100%
Children	Percentage of case conferences where the voice/opinion of the child was heard (except children under 7 years of age)	81%	83%	85%	84%	92%
Children?	Rate of children discussed in supervision, where consideration was given to significant harm (and the answer recorded)	100	100	100	100	100%
Children?	Rate of risk assessments presented to Case Conferences that were considered to demonstrate high quality decision-making	95	98	97	94	96%

Economy and Community Department

Economy and Community	Number of accreditations young people have received through the youth service	2,323	2,049	2,807	4,051	508 (end of March but reporting cycle runs July to July)
Economy and Community	Percentage children attending 20 or more extracurricular sports sessions (arranged by the Sports for Life team).	22.6%	19.2%	21.5%	20.7%	18.7%
Economy and Community	Number of leisure centre visits per 1,000 head of population	12,906	13,790	10,278	11,010	9,968
Economy and Community	% who have an improved quality of life score with support from the Dementia Go Team	–	–	–	63%	68%
Economy and Community	% who have an improved quality of life score with the support of the Exercise Referral Team	62%	62%	59%	66%	68%
Economy and Community	Percentage of 11 year old children who have reached the National Curriculum Standard for swimming	79%	82%	78%	79%	81%
Economy and Community	Percentage of new jobs created by enterprises supported by the Council and are high value jobs	–	15.4%	43.2%	45.7%	35.1%
Economy and Community	Percentage of jobs safeguarded within enterprises that receive Council support and are high value jobs (slide 10)	–	–	–	–	73.5%
Economy and Community	Number of businesses receiving Council support	–	–	–	–	394
Economy and Community	Total public and private investment funds obtained for Gwynedd as a result of Council support	–	£1.3m	£3.2m	£6.6m	£10.4m
Economy and Community	Percentage of properties receiving superfasat broadband - Gwynedd/Wales	52.2 / 17.6	66.6 / 55.4	76 / 75.9	84.2 / 84.1	87.2 / 87.0

Economy and Community	Percentage of properties that subscribes to superfast broadband - Gwynedd/Wales	_	_	_	39.3 / 34.5	42.1 / 40.3 (Rhag '17)
Economy and Community	Benefit to the economy from supporting high profile and strategic events	£4,666,662	£4,814,867	£5,928,034	£6,764,860	£5,300,000
Economy and Community	Percentage who have benefited from the Information Literacy sessions	_	_	_	100%	98%
Economy and Community	Number of visits to public libraries during the year per 1,000 head of population	-	376,713	384,722	375,009	346,567
Economy and Community	Percentage of library users (adults) who say they found the information they were seeking	85%	90.7%	_	89%	98.3%

Highways and Municipal Department

Highways & Municipal	Percentage of grafiti/posters that hide traffic signs and cause danger and were cleaned/cleared within 24 hours from the time of reporting	100%	100%	100%	100%	100%
Highways & Municipal	Percentage of racist/offensive grafiti/posters on Council property that were cleaned/cleared within 5 working days from the time of reporting	100%	100%	100%	100%	100%
Highways & Municipal	Percentage level of commercial recycling/composting	30.79%	35.45%	41.44%	40.55%	44.34%
Highways & Municipal	Percentage of incidents of dangerous damage to roads and pavements that were repaired or made safe within 24 hours from the time of reporting	97.2%	97%	97.8%	98%	98%
Highways & Municipal	Measure of Street Cleanliness and Appearance	73.50	70.65	76.26	75.70	71.95
Highways & Municipal	Percentage of relevant highways and land inspected that have a high or acceptable standard of cleanliness	93.5%	94.3%	96.7%	96.55%	94.10%
Highways & Municipal	Percentage of incidents of fly tipping on relevant land that were cleared within 5 working days from the time of reporting	97.3%	96.50%	96.50%	97.90%	97%
Highways & Municipal	Number of calendar days taken on average during the year to repair all street lamp faults	2.70	3.50	2.76	2.52	2.77
Highways & Municipal	Percentage of highways (Class A) in poor condition	4.4%	3.5%	3.1%	3.5%	3.2%
Highways & Municipal	Percentage of roads (Class B) in poor condition	4.7%	3.7%	3.4%	3.9%	3.8%
Highways & Municipal	Percentage of roads (Class C) in poor condition	14.7%	14.2%	15.8%	15.2%	14.1%
Highways & Municipal	Percentage of urban waste collected by local authorities and are sent to landfill	45.94%	43.33%	34.34%	30.62%	24.33%

Highways & Municipal	Percentage of urban waste collected by local authorities and treated to be reused and recycled/or recycled, including bio-waste material separated at source and composted and treated biologically in a different way	54.3%	55.25%	58.7%	61.08%	60.28%
Highways & Municipal	Percentage of missed collections during the year	_	_	_	_	0.23%

Environment Department

	Number of complaints received for public transport services under contract with the Council	_	_	_	10	27*(*not including complaints for lack of service following the collapse of Express Motors)
Environment	Percentage customers stating that they were satisfied or very satisfied with the level of service in the Planning Department	-	-	88.9%	94.4%	90.48%
Environment	Percentage attendees learning to be safer on roads as a result of the lesson/training	_	_	99%	100%	100%
Environment	Percentage food establishments that 'loosely comply' with food hygine standards	97.49%	97.2%	97.95%	98.61%	98.83%
Environment	Percentage of all material planning applications determined within 56 days	72.86%	76.44%	82.3%	81.18%	76.03%
Environment	Average number of days it takes to reach a decision on material planning applications	_	_	60.00	59.26	59.0
Environment	Percentage of adults who are 60 years of age or over who hold discount travel cards for buses	84.6%	80.3%	79%	80%	Data no longer collected
Environment	How quickly all enfocement cases are resolved (days)	-	-	-	-	88.8
Environment	Percentage of affordable houses approved	-	-	-	-	38%
Environment	Percentage of high risk food establishments inspected in accordance with the programme	-	-	-	-	98.60%
Environment	Percentage of Air Pollution Processes businesses inspected in accordance with the plan	-	-	-	-	100%
Environment	Percentage of animal feed establishments inspected in accordance with the programme	-	-	100%	100%	100%

Environment	Percentage of crimes solved through Public Protection intervention	-	-	-	-	89%
Environment	Time taken on average to determine a Taxi Licence (days)	-	-	-	-	10
Environment	Number of days taken to process stay and parking notices	-	-	-	-	457
Environment	Number of days taken to process speed restriction notices	-	-	-	-	541
Environment	Percentage of customer satisfaction of the Maintenance Unit	-	97.50%	98.10%	99.40%	95.30%
Environment	Percentage of Council buildings in the good or acceptable condition category	95.80%	96.30%	97%	97.35%	97.73%
Environment	Percentage of buildings with appropriate safety systems in place	-	-	66%	81.27%	92.70%
Environment	Percentage of customer satisfaction of the Pest Control Unit	-	-	-	-	99.00%
Environment	Feedback from new buildings users, two years after opening (average score out of 10)	-	-	10	10	9
Environment	Number of parking fine appeals to the independent adjudicator that are approved	-	-	10	5	1
	YGC (Gwynedd Consultancy)					
YGC	Profit (£) against the target - Gwynedd Consultancy Department	£ 120,000.00	£ 21,000.00	-£ 34,000.00	£ 95,619.50	£ 81,695.00
YGC	Customer Satisfaction Survey - figure given by clients of the Building Control Department's service (maximum score of 10)	8.7	8.7	9.1	9.3	9.6
YGC	Average number of days taken to check full planning application (initial decision)	12.9	15.2	17.2	15.0	16.1
	Finance Department (and Information Technology)					
Finance	Percentage of invoices paid within 30 days (across the Council)	94%	94%	91%	90%	89%
Finance	Total efficiency savings delivered as a percentage of all savings	100%	100%	100%	71%	71%
Finance	Council Tax Collection Rate for the Current Year	96.98	97.20	97.29	97.35	97.13
Finance	Rate of Collection for Non-domestic Tax for the Current Year	97.79	98.20	98.13	97.91	98.54
Finance	Assessment of the security of the Council's financial investments (Security of the Council's money when depositing funds in banks - quarterly analysis of the credit score by Arlingclose (1 being the best, which is the AAA credit status, 2 is AA+, 3 is AA-, 5 is A+, 6 is A, 7 is A-)	5.80	3.62	3.57	3.27	3.96
Finance	Success in keeping within budget (%)	-0.14	-0.18	-0.13	-0.28	-0.36
Finance	Rate of various debt collection within the quarter - Value	67.84	87.47	86.91	89.56	89.39
Finance	Total savings achieved	£3,439,940	£ 4,765,850.00	£ 7,618,820.00	£ 9,162,730.00	£ 5,996,890.00
	Corporate Support Department					

Corporate Support	Percentage of all Gwynedd staff who have received Level I training in protection and safeguarding	-	-	Corporate Arrangements being developed	12%	44%
Corporate Support	Percentage of all staff working directly with children, young people and vulnerable adults that have an up-to-date Disclosure and Barring Serice (DBS) check	-	100%	100%	100%	100%
Corporate Support	Total annual procurement savings		£657,278	£1,563,120	£1,002,500	£326,500
Corporate Support	Percentage of the Council's procurement revenue spending that goes to companies whose headquarters or a branch are in Gwynedd and local spending through sub-contracts	56%	57%	56%	58%	62%
Corporate Support	Total annual procurement savings	_	£657,278	£1,563,120	£1,002,500	£326,500
Corporate Support	Percentage of procurement savings target of the business case management category that has been fulfilled (£2.3m targed over the 2014/15 - 2018/19 period)	_	_	_	44% (£1.01m)	150% (£3.55m)
Corporate Support	Percentage that gave a score of less than 10 for the service provided when contacting the Council through Galw Gwynedd	_	_	_	_	30%
Corporate Support	Percentage that gave a score of less than 10 for the service provided when contacting the Council through Siopau Gwynedd	_	_	_	_	11%
Corporate Support	Percentage of satisfaction surveys that rate the Registration of Births, Deaths and Marriages service as very good (a score of 10 out of 10)	_	_	_	_	86.34%
Corporate Support	Number of faults found in health, safety and well-being inspections					75
Corporate Support	Users' opinion about written translations	_	_	_	_	100%
Corporate Support	Users' opinion about simultaneous translation	_	_	_	_	100%
Corporate Support	Number and percentage of users reporting that they are dissatisfied or very dissatisfied with the Council's website	_	_	_	_	22%
Corporate Support	Number of formal complaints received under the Council's Corporate Arrangement	_	_	28	24	27
Corporate Support	Number of information incidents - where information about an individual has been stolen/lost/been sent to the wrong address	15	10	9	4	13
Corporate Support	Percentage of Freedom of Information requests responded to within 20 working days	91%	91%	86%	87%	89%
Corporate Support	Number of working days/shifts lost because of sickness, per local authority worker equivalent to full time / OR - number of sickness absence days per head on average	8.20	8.62	8.44	9.00	8.72

Corporate Support	Number of employment cases referred to the attention of the Employment Appeal Committee, and the number of decisions that go against the employer's original decisions			4 cases / 3 appeals refused / 1 appeal approved	7 cases / 6 appeals refused / 1 appeal approved	3 cases / 2 appeals refused / 1 appeal partly approved

APPENDIX 2 – CONTRIBUTIONS OF THE GWYNEDD COUNCIL WELLBEING OBJECTIVES TOWARDS DELIVERING THE NATIONAL WELLBEING GOALS.

	We will support the residents of Gwynedd by:	Prosperous	Resilient	Healthier	Equal	Cohesive Communities	A vibrant culture and thriving Welsh Language	Globally responsibility
1	Ensure that every pupil has the necessary skills to succeed							
2	Create the conditions for enterprises to prosper across Gwynedd							
3	Create the conditions for businesses to create and sustain high-value jobs							
4	Increase recycling							
5	Reduce flood risk							
6	Promote wildlife							
7	Keep towns and villages tidy and safe							
8	Protect and manage the quality of the Llŷn Area of Outstanding Natural Beauty							
9	Facilitate and manage sustainable development							
10	Ensure that pupils with emotional and behavioural needs are fully included within Gwynedd schools							
11	Ensure that children and young people are stable and are protected from harm							
12	Enable the residents of Gwynedd to be energetic and live healthy lives							
13	Safeguarding the health and wellbeing of the public							
14	Provide the right assistance to individuals at the right time							

	We will support the residents of Gwynedd by:	Prosperous	Resilient	Healthier	Equal	Cohesive Communities	A vibrant culture and thriving Welsh Language	Global responsibility
15	Prevent the escalation of people's needs							
16	Support people in difficult financial circumstances							
17	Tackle poverty							
18	Provide travel opportunities for everyone across the county							
19	Ensure that construction work is safe, sustainable and energy-efficient							
20	Strengthening and regenerating communities							
21	Safeguard children and adults from harm							
22	Collaborate with partners to reduce crime and disorder							
23	Maintain public footpaths and playing fields							
24	Promote the use of the Welsh language							
25	Promote our culture, heritage and the arts							
26	Provide a library service							
27	Reduce energy costs, carbon emissions and prevent light pollution							
28	Provide rehabilitation opportunities for the most vulnerable people from Syria							
29	Educate and raise awareness among children about recycling and preventing litter and graffiti							

GWYNEDD COUNCIL

REPORT TO THE CABINET

Date of Meeting:	3 July 2018
Cabinet Member:	Cllr. Dyfrig Siencyn, Leader
Author:	Iwan T. Jones, Corporate Director
Contact Telephone Number:	01286 679685
Title of Item:	North Wales Growth Deal Bid - Progress Update and Governance Procedure

1. PURPOSE OF THE REPORT

1.1. The purpose of this report is to present the governance agreement which needs to be put in place in order to formalise the constitutional arrangements for the North Wales Economic Ambition Board, together with giving decision-making powers to the Board, with prescribed limits.

1.2. The Ambition Board co-ordinates the "Growth Deal" bid for North Wales, which involves targeting significant resources and new powers for the region, specifically in order to strengthen the economy and create employment.

1.3. The Cabinet's approval is sought to the Governance Agreement (first stage) subject to ratification by the Full Council.

2. DECISIONS SOUGHT

a. That progress on the development of a Growth Deal Bid is noted and welcomed.

b. That the first stage Governance Agreement and establishment of a Joint-Committee for the Growth Bid is approved subject to Council's approval (at its meeting on 12 July) of the arrangements for Scrutiny.

c. That the Council be presented be presented for approval to the Council in October 2018 prior to the stage of reaching Heads of Terms with UK Government and Welsh Government.

d. That delegated authority be given to the Corporate Director and Head of Legal Services, in consultation with the Leader to make minor necessary changes to the draft first stage Draft Governance Agreement as necessary to complete the agreement.

3. BACKGROUND

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3.1. In September 2016, the Cabinet adopted the "Growth Vision for the Economy of North Wales" which sets out a strategic ambition for the region, and the development of transport and infrastructure, skills and employment, promoting innovation and business growth. The Cabinet and the five other partner Councils in the region similarly adopted the strategy.

3.2. A second report was submitted to the Cabinet in March 2017 noting that North Wales had been formally invited to develop the strategy into a Growth Deal Bid for national investment by UK and Welsh Governments. At the time, a statutory Joint-Committee model was adopted, as the preferred model for governance.

3.3. In September 2017, the Cabinet confirmed its support to the Joint-Committee model and the Leader was authorised to represent the Council on the "Shadow Joint-Committee" during the interim period.

3.4. This report is required in order to formalise the constitutional arrangements, together with giving decision-making powers to the Joint-Committee, with prescribed limits.

3.5. The Joint-Committee will be known as the North Wales Economic Ambition Board.

3.6. The Cabinets of the six Local Authorities in north Wales will consider the content of the template report, attached to this report as **Appendix 1**. This appendix provides further details about the background of the governance arrangements.

3.7. The draft Governance Agreement (first stage), attached to this report as **Appendix 2**, covers executive and non-executive arrangements. It is intended to submit a report on this matter to the Full Council in July to seek its approval to the Agreement and the provision in place to Scrutinise the Agreement.

3.8. It is important that the governance arrangements have credibility, and that they are clear and robust and recognised by both governments. Clearly, this is crucial if we are to attract resources to the region, and the conferment of additional powers. The Governance Agreement (first stage) achieves this and, having received the support of the Local Authorities, the Joint-Committee will move from its "shadow" form to be a "actual" one.

3.9. The first stage of the Governance Agreement refers to the planning and delivery period (until April 2019). A new and more detailed Governance Agreement will be required for the second stage, which will deal with the implementation period and from April 2019 onwards.

3.10. The main issues which have been included in the Governance Agreement (first stage) are:-

- terms of reference and membership
- voting and decision-making arrangements
- sharing of risks
- reserved matters
- scrutiny arrangements

The "Governance Map" is also presented as **Appendix 3** which shows the links with Sub-boards and other Forums.

3.11. This report does not attempt to present the content of the proposed Growth Deal in detail, as its main purpose is to present the governance arrangements for adoption.

3.12. Nevertheless, a draft executive summary of the Growth Deal is presented in **Appendix 4**, together with a narrative of the various projects. This gives Members a flavour of the nature of the projects intended to be submitted for funding via the Growth Deal.

3.13. A draft of the Ambition Board's full bid for resources and powers from UK and Welsh Governments via the Growth Deal will be submitted to the Council in October 2018, prior to the process of reaching Heads of Terms (with both governments).

3.14. A report on the proposed governance arrangements was submitted to the Education and Economy Scrutiny Committee on 21 June 2018. The main messages from members of the Committee were as follows:

"Committee members were grateful for the update by the Leader regarding the North Wales Economic Growth arrangements. Committee members have expressed their support for the direction of the deal from the beginning, and remain supportive. However, the main messages today focus more on the risks which need to be considered as the deal evolves.

FINANCIAL RISKS
As a result of the report and discussions today, the members identified the potential risks and financial implications for the Council as a result of the deal. Assurances are needed that:

- *the benefits of the deal outweigh the financial risks*
- *all Gwynedd members are satisfied that every possible step has been taken to minimise the financial risks*
- *the business plans and project plans are resilient, and are managed carefully in order to minimise risks of partners withdrawing from projects and the associated financial risk that would fall on the authority*
- *that members need to be able to scrutinise the projects often to ensure that business risks (financial and delivery) are managed*

GOVERNANCE RISKS
Again, as a result of the information to hand and today's discussions, the following messages and risks were noted regarding the proposed governance arrangements:

- *there is support to scrutinising the Growth Deal in each authority*
- *concern was expressed regarding delegating rights to the Leader, while also accepting that this is necessary. However, it must be ensured that the Leader regularly feeds information to Gwynedd Members and is accountable to the members about the direction of the deal, progress on projects and how the risks are managed.*

OTHER RISKS
Some other risks that should be considered were also noted

- *political risks, such as a change of direction from Welsh Government, and the need to be awake to this*
- *continue to note the political risks of collaborating across North Wales authorities*

However, crucially, it was noted that one of the main risks would be not working Regionally. By collaborating Regionally, Gwynedd Council can ensure a strong voice to insist that developments materialise as a result of the deal for Gwynedd as a whole. A request was also made to consider the benefits and implications of Gwynedd becoming the host authority for the Deal".

4. ANY CONSULTATIONS UNDERTAKEN PRIOR TO RECOMMENDING THE DECISION

4.1. Views of the Statutory Officers:

i. Monitoring Officer:

Because the governance elements of the report and recommendations are the result of substantial legal input, I have no observations to add from a propriety perspective.

ii. Head of Finance Department:

There will be valuable opportunities for the North Wales region with the "Growth Bid", together with potential financial risks for the relevant local authorities. Therefore, I have been supporting and advising the Council Leader and the Corporate Director as this innovative agenda moves forward, with a view to protecting the interests of the people of Gwynedd.

I support the decisions sought, in order to enable the regional partnership to move forward to implementation. We are ready to host the 'Board' for the duration of the initial agreement, whilst noting that there will be more substantial commitments and risks during the period of the second governance agreement after signing the Growth Bid. In good time by then, it will be essential to determine a single accountable body with sufficient professional resources to manage the significant risks.

4.2. Views of the Local Member:

4.2.1 Not a local matter.

4.3. Results of Any Consultation:

4.3.1 None to note.

Appendices:

Appendix 1 Template Report
Appendix 2 Governance Agreement
Appendix 3 Governance Map
Appendix 4 Executive Summary and Project Narrative

Background Documents:

None.

TEMPLATE - REPORT TO THE CABINET

Date of Meeting: 3 July 2018

Cabinet Member:

Author:

Contact Telephone Number:

Title of Item: North Wales Growth Deal Bid - Progress Update and Governance Procedure

1. THE CONTEXT OF DEVELOPING THE GROWTH DEAL

1.1. A Growth Deal Bid is a formal proposal by North Wales for investment by UK and Welsh Governments in order to fund projects which will result in economic growth. It is also an opportunity for devolved powers to be conferred to North Wales to facilitate economic growth. The regions submitting a bid must have a legal, resilient and accountable governance model for the planning and implementation of their strategy. Regions are expected to be prepared to invest in their own strategies, alongside Government(s), in capital allocations, sharing in capital borrowing, the use of land and assets and in resourcing professional project capacity.

1.2. Since the previous report to the Cabinet, the governance model of a statutory joint-committee has been established in 'shadow form'. By 'shadow form' is meant that the Committee is meeting and operating by a formal agreement of all partners but does not have the capacity to make decisions on behalf of partners. An Inter-Authority Agreement is required to formalise the constitutional arrangements and confer decision-making powers to the Board within prescribed limits.

1.3. This report submits the Inter-Authority Agreement for the first phase of the regional work for adoption. The term Governance Agreement is used in place of Inter-Authority Agreement as the partnership's membership is wider than local authorities alone.

1.4. The Committee has adopted the working title The North Wales Economic Ambition Board, from the former regional advisory body of the same name. The full members of the Board are the six authorities in the region. Bangor University, Wrexham-Glyndŵr University, Coleg Cambria and Grŵp Llandrillo Menai and the North Wales Mersey Dee Business Council are advisory members of the Board.

2. THE GOVERNANCE MODEL AND GOVERNANCE AGREEMENT

2.1. A Governance Agreement has been developed for this first phase of the Growth Deal to be adopted by all partners of the Ambition Board. The Governance

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Agreement has been developed by the regional Heads of Legal network and with the expert and independent advice of legal advisers, Pinsents. The key features of the Governance Agreement are summarised in the following paragraphs. A copy of the Governance Agreement is submitted in ***Appendix 2***.

2.2. As already noted, the Ambition Board consists of representatives from each local authority, the two universities and the two further education colleges and the North Wales Mersey Dee Business Council. Over time, the Board will be supported by a number of specialist Sub-boards. These Sub-boards will expand the range of stakeholders involved in the governance model. Draft terms of reference have been prepared for the Board and the Sub-board covering membership, chairing; the roles, functions, responsibilities and powers; speaking and decision-making.

2.3. The adopted governance model for the Board is an executive Joint-Committee, i.e. a joint-committee of all Cabinets. This model is not ideally suited for how the Board wishes to operate, for example, the non-local authority partners cannot be voting members of an executive joint-committee. However, this model is the best one available under existing legislation. To work around these restrictions, a method of operating is proposed whereby the Board will seek to achieve a consensus before taking a formal vote. A legislative model that permits full participation by all partners is expected to be included by Welsh Government in its Local Government Bill Reform Bill due later this year.

2.4. The Governance Agreement includes the right for any two parties to ask for a matter to be reconsidered at the next meeting of the Board. This would allow a "cooling off" period and would give the Boar more time to find a resolution over challenging decisions. The provision reinforces the intention to work by consensus, and protects those parties which do not have a formal vote.

2.5. Some principal areas of decision-making, called "reserved matters", will be outside the delegated authority of the Board. A proposed decision of the Board in the case of a reserved matter would first need to be considered and consented to by each partner body to the Board. In the case of the six councils, that would require a formal decision by the Cabinet or Council. The list of reserved matters includes:

- Agreement of functions to be given to the Board;
- Agreement of annual budget contributions for the Board and the authorities;
- Investment and borrowing commitments and risk exposure levels; and
- Allocation of land and other assets for pooling.

2.6. For the six Councils, this means that the most important decisions will be taken locally, with the work of the Board having some direction from the wider membership. Constitutional provisions of this type are a source of assurance for members, and respect and value the role of the local overview and scrutiny function.

2.7. During this first phase, it is suggested that the proposals of the Board for the bid should be subject to local scrutiny through the Council's most appropriate scrutiny committee, rather than introduce a form of regional scrutiny.

2.8. The Board has the capacity to create Sub-boards which might either have a statutory basis or an advisory basis, depending on their functions, powers and

membership. The first Boards to be created are the Transport Sub-board and the Digital Delivery Sub-board. Both of these will be formally constituted as sub-committees, on a statutory basis, so as to be capable of having powers delegated to them. The pre-existing Regional Skills Partnership, a creation of Welsh Government, will report to Welsh Government and to the Board as an advisory Sub-board. The set of recommended Sub-boards needed for the second phase of the Growth Deal will be embodied to the second Governance Agreement.

2.9. The Governance Agreement includes reciprocal obligations between the partners and whichever council is chosen to be host authority for the Board, such as shared liability for employment costs. All partners will sign the Governance Agreement to give them certainty about the extent of their obligations and liability.

2.10. The Governance Agreement submitted here is for the first phase of the work of the Board only. A second and more comprehensive Governance Agreement will be developed and submitted for the second phase - Bid implementation and delivery - in early 2019.

3. NEXT STEPS AND APPROVING THE GROWTH DEAL

3.1. The Ambition Board has prepared a "proposition document" which brings together the justification for investment in the North, our vision and the objectives of our Strategic Programmes and the portfolio of Projects, and the economic and financial cases for investment. This document also notes our requirements in relation to new powers and responsibilities for the North.

3.2. You will also see a narrative of each project included in the Growth Deal in ***Appendix 4***. This gives you as Cabinet members a good idea of the purpose and key outcomes of each project.

3.3. This will be the basis for discussions with both Governments, with the intention of reaching agreement regarding the Heads of Terms Agreement by October/November 2018.

3.4. The Growth Deal Bid is now at an advanced stage of development with Bid content about to be prioritised according to (1) regional choice and ambition, (2) informal Government advice on the programmes and projects which might qualify for their support and (3) business case assessments.

3.4. The Growth Deal Bid will move through two approval stages. Firstly, a Heads of Terms Agreement and, secondly, final agreement of the detailed content which will include a full and final five-case business model. We aim to have reached Heads of Term Agreement in the autumn of this year, and the final agreement for the new financial year 2019/20.

3.5. The Ambition Board and signatories to the Governance Agreement will be presented with the final draft Growth Board Bid for review and consent in September/October prior to the stage of reaching Heads of Terms with both Governments. It is intended that the final draft be submitted to the Cabinet and Scrutiny Committee also.

3.6. The Growth Deal is not the only intervention to support the aims and objectives of the wider vision and strategy for the region. Welsh Government is already

committed to significant capital investment in transport infrastructure in the region, alongside the Bid, both road and rail, and other investments such as the opening of the Northern Gateway site for inward investment, an Advanced Manufacturing Research Institute at Broughton and M-Sparc on Anglesey. The Growth Track 360 strategy for cross-border rail network investment is progressing at a UK Government level. Welsh Government recently announced new Wales and the Borders Franchise with infrastructure and service improvements. Further investment programmes might be negotiated separately.

3.7. The unity of the region behind the vision and adopted strategy is an important factor in having negotiating purpose, credibility and leverage.

DATED **2018**

(1) **CONWY COUNTY BOROUGH COUNCIL**

(2) **DENBIGHSHIRE COUNTY COUNCIL**

(3) **FLINTSHIRE COUNTY COUNCIL**

(4) **GWYNEDD COUNCIL**

(5) **THE ISLE OF ANGLESEY COUNTY COUNCIL**

(6) **WREXHAM COUNTY BOROUGH COUNCIL**

(7) **BANGOR UNIVERSITY**

(8) **WREXHAM GLYNDWR UNIVERSITY**

(9) **COLEG CAMBRIA**

(10) **GRWP LLANDRILLO MENAI**

GOVERNANCE AGREEMENT 1
in relation to the delivery of the North Wales Growth Deal

Pinsent Masons

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THIS AGREEMENT is made on 2018

BETWEEN

(1) **CONWY COUNTY BOROUGH COUNCIL** of [xxx] ("**Conwy Council**");

(2) **DENBIGHSHIRE COUNTY COUNCIL** of [xxx] ("**Denbighshire Council**");

(3) **FLINTSHIRE COUNTY COUNCIL** of [xxx] ("**Flintshire Council**");

(4) **GWYNEDD COUNCIL** of [xxx] ("**Gwynedd Council**");

(5) **THE ISLE OF ANGLESEY COUNTY COUNCIL** of [xxx] ("**Isle of Anglesey Council**");

(6) **WREXHAM COUNTY BOROUGH COUNCIL** of [xxx] ("**Wrexham Council**"),

(together referred to as "**the Councils**" and individually as a "**Council**"); and

(7) **BANGOR UNIVERSITY** of [xxx];

(8) **WREXHAM GLYNDWR UNIVERSITY** of [xxx];

(9) **COLEG CAMBRIA** of [xxx];

(10) **GRWP LLANDRILLO MENAI** of [xxx]; and

(together referred to as the "**Advisers**" and individually as an "**Adviser**").

BACKGROUND RECITALS

(A) The Parties have agreed to work together and enter into this Agreement to formalise their respective roles and responsibilities in order to discharge their obligations in relation to the North Wales Growth Deal up to the point when the Growth Deal is signed by the Parties, the UK Government and the Welsh Government.

(B) The Parties have agreed to create a Joint Committee with a robust governance arrangement that will ultimately be responsible for overseeing and co-ordinating the discharge of the Parties' obligations in relation to the Growth Deal. Further details of the Joint Committee are set out in Clause 9 (Joint Committee) and its functions are set out in Schedule 2 (Joint Committee Terms of Reference).

(C) More detailed obligations in relation to the Growth Deal shall be enshrined in a second governance agreement, (the "**GA2**") which shall be developed by the Parties and entered into following the signature of the Growth Deal. The functions of the Joint Committee will be updated further in the GA2.

(D) The Parties have agreed to appoint Gwynedd Council to act as the Accountable Body for and on behalf of the Parties and to discharge the Parties' obligations in relation to the Growth Deal pursuant to and in accordance with this Agreement.

(E) The Councils wish to enter into this Agreement and deliver the Growth Deal pursuant to the powers conferred on them by Sections 101, 102, 111 and 113 of the Local Government Act 1972, Section 1 of the Local Authority (Goods & Services) Act 1970, Section 25 of the Local Government (Wales) Act 1994, Section 2, 19 and 20 of the Local Government Act 2000, Section 9 of the Local Government Wales Measure 2009 and all other enabling powers now vested in the Councils.

1. **DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement and the recitals, unless, the context otherwise requires the following terms shall have the meaning given to them below:-

"**Accountable Body**"	means the Council appointed under Clause 4 (*Accountable Body*) who shall be responsible for receiving and spending funds for and on behalf of the Parties in relation to the Growth Deal and whose duties are set out under Clause 5 (*Duties of the Accountable Body*)
"**Accounting Period**"	means those periods set out in Schedule 6 (*Accounting Periods*) as may be amended from time to time in accordance with the terms of this Agreement
"the Advisers"	Means the bodies and individuals listed below plus any further individuals and/or bodies whom the Joint Committee chooses to invite in that capacity from time to time : • Bangor University • Coleg Cambria • Grwp Llandrillo Menai • North Wales and Mersey Dee Business Council
"**Annual Budget**"	means the approved annual budget of the Accountable Body held for and on behalf of the Parties and as set out in Clause 12.4 (*Annual Budget*) which includes payment of any Joint Committee Costs in accordance with this Agreement
"**Assurance Framework**"	means the Parties' systems, processes and protocols to assess the governance, risk management and control processes of the Parties for the discharge of their obligations in relation to the Growth Deal attached at Schedule 8 (*Assurance Framework*) of this Agreement
"**Business Day**"	means any day other than a Saturday or Sunday or a public or bank holiday in England and/or Wales
"**North Wales Region**"	comprises of the six administrative areas of Conwy Council, Denbighshire Council, Flintshire Council, Gwynedd Council, Anglesey Council and Wrexham Council
"**CEDR**"	means the Centre for Dispute Resolution
"**Growth Deal**"	means the agreement to be signed by the Welsh Government, the UK Government and the [Parties] setting out the terms of the North Wales Growth Deal
"**Commencement Date**"	means the date of this Agreement

"**Confidential Information**"	all know-how and other information whether commercial, financial, technical or otherwise relating to the business, affairs or methods of all or any Party, which is contained in or discernible in any form whatsoever (including without limitation software, data, drawings, films, documents and computer-readable media) whether or not marked or designated as confidential or proprietary or which is disclosed orally or by demonstration and which is described at the time of disclosure as confidential or is clearly so from its content or the context of disclosure
"Data Protection Legislation"	means the Data Protection Act 2018 and General Data Protection Regulations
"**Executive Team**"	means the team so appointed from time to time by the Parties to represent the interests of the Parties in respect of the operational requirements for the Growth Deal, working under the direction of the Joint Committee and within the scope of delegation set out in the Delegations Policy in Schedule 1 (*Delegations Policy)*
"GA2"	means the second governance agreement to be entered into between some or all of the Councils and Advisers to formalise their respective roles and responsibilities in relation to the North Wales Growth Deal once the Growth Deal has been signed
"GA Code of Conduct"	means the code of conduct for NWEAB advisors set out in Schedule 6
"**HMT**"	means Her Majesty's Treasury, a ministerial department of the UK Government
"**HMT Contribution**"	means the funding provided by HMT pursuant to the Growth Deal and as referred to in Clause 12.5 (*Contributions*)
"**Implementation Plan**"	means the implementation plan that will set out, amongst other things, the process for agreeing and prioritising projects to be procured pursuant to the Growth Deal and the pro-forma of which will be discussed and agreed by the Joint Committee pursuant to Schedule 9 (*Implementation Plan*) of this Agreement
"**Intellectual Property**"	any and all patents, trademarks, trade names, copyright, moral rights, rights in design, rights in databases, know-how and all or other intellectual property rights whether or not registered or capable of registration and whether subsisting in the United Kingdom or any other part of the world together with all or any goodwill relating to them and the right to apply for registration of them

"**Internal Costs**"	means as defined in paragraph 1.1 of Schedule 4 (*Heads of Expenditure*)
"**IP Material**"	the Intellectual Property in the Material
"**Joint Committee**"	means the joint committee set up by the Parties pursuant to Clause 9 (*Joint Committee*) of this Agreement
"**Joint Committee Costs**"	means as defined in paragraph 1.2 of Schedule 4 (Heads of Expenditure) and excluding any Internal Costs (save for the Internal Costs of the Accountable Body which shall be accounted for as Joint Committee Costs)
"**Joint Committee Meeting**"	means a meeting of the Joint Committee duly convened in accordance with Clause 9 (*Joint Committee*)
"**Local Authority**"	a principal council (as defined in Section 270 of the Local Government Act 1972) or any body of government in Wales established as a successor of a principal council
"**Material**"	all data, text, graphics, images and other materials or documents created, used or supplied by a Party in connection with this Agreement unless before the first use or supply, the Party notifies the other Parties that the data, text supplied is not to be covered by this definition
"**Matter Reserved to the Parties**"	shall have the meaning given to it in Clause 8.1.3
"**Parties Contribution**"	means the funding provided by the Parties as set out in Clause 12.5.1(b) (*Parties Contribution*)
"**Party**"	means any one of the Councils or Advisers who are party to this Agreement from time to time, and "**Parties**" means all of them
"**Personal Data**"	means the personal data as defined in the DPA
"**Programme Themes**"	shall have the meaning given to it under the Implementation Plan
"**Proportionate Basis**"	means the relevant proportion for each Party by reference to their respective fractional contribution as set out in Clause 12.5.3 (*Parties' Contribution*)
"**Translation Costs**"	means translation costs incurred by the Accountable Body in complying with any applicable legislation relating to its obligations under this Agreement

1.2 **Interpretation**

In this Agreement, except where the context otherwise requires:-

1.2.1 the singular includes the plural and vice versa;

1.2.2 a reference to any Clause, Paragraph, Schedule or recital is, except where expressly stated to the contrary, a reference to such clause, paragraph, schedule or recital of and to this Agreement;

1.2.3 any reference to this Agreement or to any other document shall include any permitted variation, amendment or supplement to such document;

1.2.4 any reference to legislation shall be construed as a reference to any legislation as amended, replaced, consolidated or re-enacted;

1.2.5 a reference to a public organisation (to include, for the avoidance of doubt, any Council) shall be deemed to include a reference to any successor to such public organisation or any organisation or entity which has taken over either or both functions and responsibilities of such public organisation;

1.2.6 a reference to a person includes firms, partnerships and corporations and their successors and permitted assignees or transferees;

1.2.7 the Clause, Paragraph and Schedule headings and captions in the body of this Agreement do not form part of this Agreement and shall not be taken into account in its construction or interpretation;

1.2.8 words preceding "**include**", "**includes**", "**including**" and "**included**" shall be construed without limitation by the words which follow those words;

1.2.9 words importing the masculine shall be construed as including the feminine or the neuter or vice versa; and

1.2.10 any reference to the title of an officer of any of the Councils shall include any person holding such office from time to time by the same or any title substituted thereafter or such other officer of the relevant Council as that Council may from time to time appoint to carry out the duties of the officer referred to.

1.3 **Schedules**

The Schedules to this Agreement form part of this Agreement.

2. **COMMENCEMENT, DURATION AND TERMINATION**

2.1 **Commencement**

This Agreement shall take effect on the Commencement Date.

2.2 **Duration of the Agreement**

This Agreement shall continue in full force and effect from the Commencement Date until the earlier of the following dates:-

2.2.1 entry into of the GA2; or

2.2.2 all the Parties agree in writing to its termination.

2.3 **Termination**

Without prejudice to any other rights or remedies, this Agreement may be terminated in relation to any Party ("**Defaulter**") by the other Parties ("**Non-Defaulting Parties**") acting unanimously in giving written notice to the Defaulter effective on receipt where the Defaulter materially breaches any of the provisions of this Agreement and in the case of a breach capable of remedy fails to remedy the same within thirty (30) Business

Days (or such other period as agreed by the Non-Defaulting Parties) of being notified of each breach in writing by the Non-Defaulting Parties and being required to remedy the same.

3. PRINCIPLES AND KEY OBJECTIVES

3.1 The Parties intend this Agreement to be legally binding.

3.2 The Parties agree to work together to discharge the Parties' obligations in relation to the Growth Deal pursuant to and in accordance with this Agreement

3.3 Objectives

Without prejudice to the terms of this Agreement, the Parties agree that they shall conduct their relationship in accordance with the following objectives:-

- To collectively agree and secure a growth deal for the North Wales Region in support of the aims and objectives of the adopted vision; and
- To pursue the aims and objectives of the Regional Growth Strategy

3.4 Principles

Without prejudice to the terms of this Agreement, the Parties agree that they will conduct their relationship in accordance with the following principles:-

3.4.1 Openness and Trust

In relation to this Agreement the Parties will be open and trusting in their dealings with each other, make information and analysis available to each other, discuss and develop ideas openly and contribute fully to all aspects of making the joint working successful. Whilst respecting the mutual need for commercial confidentiality, the Parties will willingly embrace a commitment to transparency in their dealings and in particular a need to comply with statutory access to information requirements including the Environmental Information Regulations 2004 and the Freedom of Information Act 2000 and supporting codes of practice. The Parties will be aware of the need for and respect matters of commercial confidentiality and potential sensitivity;

3.4.2 Commitment and Drive

The Parties will be fully committed to working jointly, will seek to fully motivate employees and will address the challenges of delivering the Growth Deal with enthusiasm and a determination to succeed;

3.4.3 Skills and Creativity

The Parties recognise that each brings complimentary skills and knowledge which they will apply creatively to achieving the Parties' objectives, continuity, resolution of difficulties and the development of the joint working relationship and the personnel working within it. It is recognised that this will involve the appreciation and adoption of common values;

3.4.4 Effective Relationships

The roles and responsibilities of each Party will be clear with relationships developed at the appropriate levels within each organisation with direct and easy access to each other's representatives;

3.4.5 **Developing and Adaptive**

The Parties recognise that they are engaged in what could be a long term business relationship which needs to develop and adapt and will use reasonable endeavours to develop and maintain an effective joint process to ensure that the relationship develops appropriately and in line with these principles and objectives;

3.4.6 **Reputation and Standing**

The Parties agree that, in relation to this Agreement and the Growth Deal generally, they shall pay the utmost regard to the standing and reputation of one another, and act with regard to each Party's own employer and member codes of conduct and shall not do or fail to do anything which may bring the standing or reputation of any other Party into disrepute or attract adverse publicity to any other Party;

3.4.7 **Reasonableness of Decision Making**

The Parties agree that all decisions made in relation to this Agreement and the Growth Deal generally shall be made by them acting reasonably and in good faith;

3.4.8 **Necessary Consents**

Each Party hereby represents to the other Parties that it has obtained all necessary consents sufficient to ensure the delegation of functions and responsibilities provided for by this Agreement; and

3.4.9 **Members, Officers, Directors and Employees Commitments**

Each Party shall use its reasonable endeavours to procure that their respective members, officers, directors and employees who are involved in the Growth Deal shall at all times act in the best interests of the Growth Deal, and act with regard to each Party's own employer and member codes of conduct, devote sufficient resources to deliver the Growth Deal and respond in a timely manner to all relevant requests from the other Parties.

3.4.10 **GA Code of Conduct**

The Advisers agree that, in relation to this agreement and the Growth Deal generally they shall act in accordance with the GA Code of Conduct.

4. THE ACCOUNTABLE BODY

4.1 The Parties (acting severally) have agreed, with effect from the Commencement Date, Gwynedd Council will act as the Accountable Body responsible for discharging the Parties' obligations in relation to the Growth Deal pursuant to and in accordance with this Agreement for and on behalf of the Parties and Gwynedd Council agrees to act in that capacity subject to and in accordance with the terms and conditions of this Agreement.

4.2 If the Accountable Body defaults and the Agreement is terminated in respect of it pursuant to Clause 2.3 (*Commencement, Duration and Termination*) or the Accountable Body withdraws pursuant to Clause 15 (*Withdrawal*), then the replacement Accountable Body will be appointed by the Joint Committee and the withdrawing or, as applicable, defaulting Accountable Body will not have the right to vote in regard to any such appointment.

4.3 Where a replacement Accountable Body is appointed pursuant to Clause 4.2 above, any reference to Gwynedd Council (in its capacity as the initial Accountable Body) shall be read with reference to the replacement Accountable Body.

4.4 The Accountable Body shall act as the Accountable Body and shall receive:-

4.4.1 any HMT Contribution from the Welsh Government for and on behalf of the Parties;

4.4.2 the Parties Contribution; and

4.4.3 any other funding that may be received from time to time specifically in respect of the Growth Deal and which is for the benefit of all Parties,

and shall hold and manage such HMT Contribution, Parties Contribution and such other funding in accordance with the terms of this Agreement.

5. DUTIES OF THE ACCOUNTABLE BODY

5.1 For the duration of this Agreement, the Accountable Body shall:

5.1.1 act diligently and in good faith in all its dealings with the other Parties and it shall use its reasonable endeavours to discharge the Parties' obligations in relation to the Growth Deal pursuant to and in accordance with this Agreement and all applicable legislation including but not limited to:-

(a) the Well-being of Future Generations (Wales) Act 2015;

(b) Welsh Language (Wales) Measure 2011;

(c) any compliance notice issued under the Welsh Language (Wales) Measure 2011in respect of the Accountable Body; and

(d) the Local Authorities (Executive Arrangements) (Decisions, Documents and Meetings) (Wales) Regulations 2001 (as amended)

5.1.2 act as the primary interface (on behalf of itself and the other Parties) with the Welsh Government, the UK Government and the European Regional Development Fund and any other body necessary to discharge the Parties' obligations in relation to the Growth Deal;

5.1.3 act as the Accountable Body to hold any funds received directly from the Welsh Government, the UK Government (if any), the European Regional Development Fund (if any), the Parties and/or any other sources (if any) in relation to the Growth Deal and only to use and release such funds as agreed in accordance with the terms of such funding and this Agreement;

5.1.4 without assuming responsibility for the delivery of any specific Growth Deal project and within the limitation of the funding provided to it (as part of the Joint Committee Costs), provide the support services required to facilitate the work of the Joint Committee (and its sub committees and groups established pursuant to Clauses 9.22 and 9.24 and the Regional Office referred to in the Assurance Framework), including, but not limited to, financial, human resources, legal, ICT, estates, information management, internal audit and procurement services.

For the avoidance of doubt, the provisions of this Clause 5.1.4 shall not serve to fetter the ability of the Accountable Body to enter into arrangements with any of the other Parties to provide the aforementioned services on its behalf.

5.1.5 without assuming responsibility for the delivery of any specific Growth Deal project, provide for the Accountable Body's chief finance officer ("**S151 Officer**") and monitoring officer (or their nominated deputies) to act, respectively, as the section 151 Officer and monitoring officer to the Joint Committee; and

5.1.6 without limitation to its roles under the preceding provision of this Clause 5.1, have responsibility for, but not limited to administering the financial affairs of the Joint Committee (and its sub committees and groups established pursuant to Clauses 9.22 and 9.24), including accounting for VAT, keeping financial records, ensuring that the annual accounts of the Joint Committee are prepared in accordance with the Code of Practice on Local Authority Accounting and making arrangements for the external audit of the Joint Committee.

5.1.7 Employ the Project Management Group as set out in clause 11.

6. DUTIES OF THE OTHER PARTIES

6.1 For the duration of this Agreement, the other Parties shall act diligently and in good faith in all their dealings with the Accountable Body and shall use their respective reasonable endeavours to assist the Accountable Body to discharge the Parties' obligations in relation to the Growth Deal pursuant to and in accordance with this Agreement and all applicable legislation.

6.2 It is acknowledged and agreed that the obligations and liabilities of each Party shall bind any successor entity in the event of any Council or Adviser re-organisation.

7. BUSINESS PLAN

7.1 GA2 Business Plan

7.1.1 The Joint Committee shall prepare (or procure the preparation of), a draft Business Plan which shall comply with the provisions of Clause 7.1.3 below. The intention is to create an overarching five (5) year GA2 Business Plan that, amongst other matters, shall set out the Parties' objectives and priorities for the delivery of the Growth Deal. It is then intended that the GA2 Business Plan will be updated annually.

7.1.2 Finalising the GA2 Business Plan and then the decision to approve and adopt the GA2 Business Plan shall be actions under the GA2 with the final decision being a Matter Reserved to the Parties.

7.1.3 The GA2 Business Plan shall, amongst other matters, address the following:

(a) the overall costs and investment by each Party over the term of the Growth Deal;

(b) the methodology for agreeing the nature, scope and prioritisation of projects to be developed for the overall benefit of the North Wales Region (in accordance with the terms of the Implementation Plan);

(c) the methodology and responsibility for any external audits in relation to this Agreement;

(d) the methodology and responsibility of any performance monitoring along with any performance indicators to enable the Joint Committee to measure progress against the GA2 Business Plan; and

(e) any revenue and capital monitoring reports to be prepared for the Joint Committee and the frequency of such reports.

8. **DECISION MAKING**

8.1 In terms of the need for decisions and other actions to be taken and carried out during the term of this Agreement, the Parties have identified the following three categories together with the means by which they will be taken:-

8.1.1 "**Delegated Matter**" - being a matter which it is expected that the Executive Team or a sub-committee that has been established by the Joint Committee from time to time will be able to make a decision upon and have the power to bind the Joint Committee in doing so;

8.1.2 "**Joint Committee Matter**" – being a matter within the remit of the Joint Committee upon which it will be able to make a decision upon and have the power to bind the Parties in doing so;

8.1.3 "**Matter Reserved to the Parties**" – being a matter which will have to be referred to each Party for a decision and, for the avoidance of doubt, that matter requiring a decision will not be dealt with by the Joint Committee until the decision shall have been agreed unanimously by all of the Parties,

and in each case, such matters are identified in Schedule 1 (*Delegations Policy*). The Delegations Policy shall be updated by the Joint Committee from time to time.

9. **JOINT COMMITTEE**

9.1 The Councils shall form the Joint Committee in accordance with this agreement ("**Joint Committee**") for the purposes of:-

9.1.1 to co-ordinate the planning and delivery of the Growth Vision, with a an initial emphasis on a Growth Deal

9.1.2 to provide direction for key strategies in support of paragraph 9.1.1 above, in particular transport, skills and employment, economic development and land use planning;

9.1.3 to unite partners around common purpose in support of 9.1.1 above;

9.1.4 to provide direction to any Sub-Boards that the Joint Committee chooses to appoint including the commissioning of specific tasks or projects;

9.1.5 proposing projects that could be undertaken as part of the Growth Deal;

9.1.6 deliberating on such projects to assess whether further due diligence is warranted and reaching agreement on the costs that should be incurred undertaking further appraisal work;

9.1.7 agreeing a pro-forma Implementation Plan that will set out the process for agreeing and prioritising projects that will be taken forwards pursuant to the Growth Deal;

9.1.8 preparing a draft Business Plan in accordance with Clause 7 (*Business Plan*); and

9.1.9 overseeing and co-ordinating the discharge of the Councils' preparatory obligations in relation to the Growth Deal,

9.1.10 To take all necessary decisions to pursue the aims and objectives of the Regional Growth Strategy

9.1.11 to carry out the functions set out in Schedule 2 (Joint Committee Terms of Reference).

9.2 The Joint Committee may carry out such other functions as the Councils determine from time to time and approve as a Matter Reserved to the Parties.

9.3 The Joint Committee shall not have power to approve any Matter Reserved to the Parties.

9.4 The Advisers shall have the right to attend and speak at meetings the Joint Committee.

9.5 Each Party shall appoint one (1) representative to the Joint Committee. The details of each of the representatives are set out in Schedule 7 (Details of Representatives).

9.6 The Chairperson of the Joint Committee shall be a representative of a Council appointed to the Joint Committee and shall be appointed on an annual basis by the Joint Committee at the Annual General Meeting. The Chairperson shall not have a casting vote.

9.7 Each Party shall be entitled from time to time to appoint a named deputy for its representative. Any deputies may attend meetings of the Joint Committee but shall only be entitled to speak and vote at such meetings in the absence of his or her corresponding principal.

9.8 Each Party may, at their discretion, replace their representative (and their respective deputies) appointed to the Joint Committee, provided that:-

9.8.1 at all times, they have a representative appointed to the Joint Committee in accordance with the roles identified in Schedule 2 (*Joint Committee Terms of Reference*);

9.8.2 any such replacement shall have no lesser status or authority than that set out in Schedule 2 (*Joint Committee Terms of Reference*) unless otherwise agreed by the Parties; and

9.8.3 the details of any such representative shall be notified to the other Parties in writing, to replace the relevant details set out in Schedule 7 (Details of Representatives).

9.9 Unless the Joint Committee decides otherwise (e.g. if a meeting is deemed not to be required), the Joint Committee shall meet either on a monthly basis or as and when required in accordance with the timetable for the Growth Deal. Meetings shall be convened at appropriate times and upon giving the requisite statutory notice (to be issued through the Accountable Body) to deliberate on the Joint Committee Matters referred to in Schedule 1 (*Delegations Policy*).

9.10 The expectation is that all of the Councils and Advisers attend all meetings of the Joint Committee where possible.

9.11 Any representative may by written request to the Executive Team request that a matter be considered at the next meeting of the Joint Committee.

9.12 The Executive Team shall ensure that all agendas and relevant information in relation to a Joint Committee meeting are circulated in a timely manner and in any event in accordance with legislative requirements.

9.13 Any representative may, where he or she views that a matter requires urgent consideration, request to the Chairperson at the start of a Joint Committee meeting that such urgent item is added to the agenda, but its inclusion will be a matter for the Chairperson to decide.

9.14 The quorum necessary for a Joint Committee meeting shall be a representative or deputy from at least 4 Councils.

9.15 At meetings of the Joint Committee each representative or appropriate deputy (in the absence of the relevant representative) from each Council shall have one vote.

9.16 At meetings of the Joint Committee, each representative or appropriate deputy (in the absence of the relevant representative) from each Adviser shall have the right to advise the Joint Committee on decisions and their views shall be recorded by the Joint Committee. Whilst it is not intended that the Advisers shall have formal voting rights, the Joint Committee shall give consideration to any views or representations made by the Advisers and where Advisers do not agree with a proposed decision the Joint Committee shall consider (acting in good faith) declaring a matter a JC Unresolved Matter.

9.17 Decisions at a meeting of the Joint Committee require a simple majority vote of the representatives (or deputies as applicable) from the Councils in attendance, provided that if:

9.17.1 the votes are tied (i.e. a deadlock); or

9.17.2 two or more Parties make such a request at the meeting,

that decision shall be declared a JC Unresolved Matter to be dealt with in accordance with Clause 9.18.

9.18 If, at a meeting of the Joint Committee, a matter is not determined, that matter ("**JC Unresolved Matter**") shall be deferred for consideration at the next ordinary meeting of the Joint Committee meeting or such sooner time as shall be agreed. If at the reconvened Joint Committee meeting the JC Unresolved Matter is not determined, the JC Unresolved Matter shall not be agreed and shall not be implemented by the Joint Committee.

9.19 Each Party shall provide all information reasonably required upon request by the Joint Committee to the Executive Team and shall comply with any decisions of the Joint Committee to request such information.

9.20 Each Party shall consult with the other Parties to ensure the diligent progress of the day to day matters relating to the discharge of the Parties' obligations in relation to the Growth Deal.

9.21 Where a Party wishes to provide any information and/or serve a notice or demand on the Joint Committee, this should be served on the Executive Team in accordance with Clause 23.3 (*Notices*). The Executive Team shall keep a record of all information, notices and demands received and shall update each representative promptly.

9.22 The Parties acknowledge and agree that the Joint Committee shall adopt (as applicable) the Accountable Body's prevailing contract standing orders, financial procedure rules, and such other applicable policies and procedures for and behalf of the Parties in the discharge of its obligations under this Agreement and that the Accountable Body's chief finance officer ('**S151 Officer**') and Monitoring Officer (or their nominated deputies) shall, respectively, act as the section 151 officer and monitoring officer to the Joint Committee.

9.23 The Advisers acknowledge and agree that their representative or deputy shall comply with the terms of the GA Code of Conduct.

9.24 **Joint Committee may Delegate**

9.24.1 The Joint Committee may delegate any of the powers which are conferred on them under this Agreement:

(a) to a sub-committee or an officer of one of the councils;

(b) to such an extent;

(c) in relation to such matters; and

(d) on such terms and conditions,

as they think fit from time to time (subject to any restrictions that may be imposed upon such delegation by any of the Councils).

9.24.2 The Joint Committee may allow that such delegation shall automatically authorise further delegation of the Joint Committee's powers by any person to whom they are delegated provided that the Joint Committee specifically states this within such delegation authority.

9.24.3 The Joint Committee may revoke any delegation in whole or part, or alter its terms and conditions at any time.

9.25 **Sub-Committees**

9.25.1 The Joint Committee shall establish as soon as reasonably practicable the sub-committees or groups set out below. The initial terms of reference for the sub-committees, subject to approval by the Joint Committee and its powers to vary and or revoke such delegation in accordance with clause 9.24 above, will be as set out in the third part of Schedule 2 :

(a) a transport sub-committee; and

(b) Digital Delivery.

9.25.2 The Accountable Body shall be responsible for providing Internal Audit services to the Joint Committee and audit reports in relation to the Joint Committee shall be considered by its Audit Committee in accordance with its usual rules and practices.

9.25.3 It is acknowledged and agreed by the Parties that the sub-committees or groups referred to in Clauses 9.22, 9.25.1 and 9.25.2:

(a) shall undertake a number of functions including but not limited to audit, scrutiny and/or consultation services pursuant to their terms of reference; and

(b) shall not have any delegated decision making powers (unless otherwise expressly granted by the Joint Committee).

9.25.4 Sub-committees or groups to which the Joint Committee delegates any of its powers must follow procedures which are based as far as they are applicable on those provisions of this Agreement which govern the taking of decisions by the Joint Committee.

9.25.5 The Joint Committee shall establish the membership, rules of procedure or terms of reference for all or any such sub-committees or groups to, amongst other matters, clarify their respective role and scope of delegation which shall be approved by the Joint Committee.

9.25.6 The Joint Committee may create additional sub-committees, sub-groups or SPVs (subject to the need to obtain non-executive approval for a local authority trading company established under the Local Government Act 2003) as it sees fit from time to time.

10. SCRUTINY

10.1 Decisions of the Joint Committee shall be subject to scrutiny and call in by any of the Councils.

10.2 The Councils may from time to time convene a group ("the Scrutiny Co-Ordinating Group") consisting of the chairs of the relevant overview and scrutiny committee with responsibility for the Growth Deal in order to:

10.2.1 Co-ordinate any planned scrutiny of the work undertaken or to be undertaken by and/or any decisions made or to be made by the Joint Committee

10.2.2 Co-ordinate any call in of a decision made by the Joint Committee

10.2.3 Agree arrangements for inviting councillors from any or all of the Councils to attend a meeting of one Council's overview and scrutiny committee in order to scrutinise the work and decisions of the Joint Committee

11. EXECUTIVE TEAM AND PROJECT MANAGEMENT GROUP

11.1 Constitution and Authority of the Executive Team and the Project Management Group

11.1.1 The Parties shall form the Executive Team for the purpose of implementing the Growth Deal and the day-to-day management of the Parties' obligations in relation to the Growth Deal and to carry out the functions set out in Schedule 2, **Error! Reference source not found.** (*Executive Team Terms of Reference*).

11.1.2 The Executive Team shall not have any decision making powers pursuant to this Agreement.

11.1.3 Each Party shall appoint one senior officer representative to the Executive Team and such other representatives as the Joint Committee may determine from time to time. The chairperson shall be such representative as the Joint Committee may determine from time to time.

11.1.4 Each Party shall be entitled from time to time to appoint a deputy for its senior officer and such deputy (in each case) shall be entitled to attend meetings of the Executive Team in place of its senior officer.

11.1.5 The Parties shall, at their discretion, replace their representatives (and their respective deputies) appointed to the Executive Team provided that such replacement shall be on the same basis as the original appointed and provided further that no senior officer of the Executive Team shall be removed or replaced by any Party without that Party giving prior written notice as soon as reasonably practicable and in any event within ten (10) Business Days of its intention to remove or replace that representative.

11.1.6 The Executive Team shall meet as and when required in accordance with the timetable for the Growth Deal and, in any event, at such times as the Executive Team shall decide.

11.1.7 The Executive Team will give direction and advice to the Project Management Group on the implementation of Joint Committee decisions.

11.1.8 The Accountable Body shall employ officers to implement the decisions of the Joint Committee called the Project Management Group.

11.1.9 The Parties may from time to time second their employees to the Project Management Group

12. COMMITMENT OF THE PARTIES AND CONTRIBUTIONS

12.1 General

Subject to Clause 15 (*Withdrawal*), the Parties agree and undertake to commit to the Growth Deal in accordance with the terms of this Agreement and not to commission and/or undertake any procurement and/or project that seeks or would procure the delivery of all or any part of the Growth Deal outside the terms of this Agreement.

12.2 Internal Costs

12.2.1 Subject to Clause 12.2.2, the Internal Costs incurred by each Party (including the Accountable Body) shall be borne by the Party providing that internal resource.

12.2.2 The Parties hereby agree that if one of the Parties believes it is likely to incur disproportionate Internal Costs that matter shall be referred to the Joint Committee for a decision as to whether such costs will be disproportionate and whether any contributions should be made to this cost by the other Parties.

12.3 Joint Committee Costs

12.3.1 Any Joint Committee Costs incurred by the Joint Committee shall be shared on a Proportionate Basis between the Parties pursuant to this Agreement. They will form part of the Annual Budget referred to in Clause 12.4 below.

12.3.2 Each Party shall be required to prepare accounts including details of any Joint Committee Costs incurred pursuant to Schedule 4 (*Heads of Expenditure*) ("**the Accounts**") in respect of each Accounting Period and for such further and/or other accounting periods as the Joint Committee shall determine and which shall be incorporated into Schedule 5 (A*ccounting Periods*). For the avoidance of doubt, such Accounts shall not include any revenue costs or capital investment requirements in relation to the implementation of any proposed project and shall solely relate to the operational and management costs of the Joint Committee.

12.3.3 Each Party shall:-

(a) in the Accounts make true and complete entries of all relevant payments made by it during the previous Accounting Period;

(b) within one (1) month of the end of each Accounting Period, each Party shall provide to the Accountable Body unaudited Accounts for such Accounting Period together with certification that such

Accounts comply with this Clause 12 (*Commitment of the Parties and Contributions*);

(c) nominate an individual to be responsible for ensuring that Party's own compliance with this Clause 12 (*Commitment of the Parties and Contributions*) and the name, address and telephone number of each individual nominated pursuant to this Clause 12.3.3(c) (*Commitment of the Parties and Contributions*) shall be notified to the other Parties in accordance with Clause 23 (*Notices*); and

(d) if an individual nominated by a Party pursuant to Clause 12.3.3(c) (Commitment of the Parties and Contributions) changes, that Party shall notify the other Parties forthwith of the replacement nominees.

12.3.4 The Accountable Body shall:

(a) within ten (10) Business Days of receipt of the Accounts submitted by the other Parties in accordance with Clause 12.3.3(b) prepare a reconciliation statement identifying the payments made by each Party and the balance due from or owing to each; and

(b) within twenty (20) Business Days of the preparation of the reconciliation statement send out a copy of the reconciliation statement together with either a balancing invoice or, subject to Clause 12.3.4(b), credit payments to each Party.

12.3.5 The Accountable Body shall not be obliged to make any payments due under this Agreement until the Accountable Body is in receipt of funds from the Joint Committee pursuant to this Clause 12.3.

12.3.6 A Party receiving an invoice for payment shall pay it in full within twenty (20) Business Days. Any error in a balancing invoice must be notified to the Accountable Body within five (5) Business Days of such balancing invoice being sent out. An amended balancing invoice will be issued by the Accountable Body and the Party receiving such an invoice shall pay it in full within twenty (20) Business Days.

12.3.7 The Parties hereby agree that if one of the Parties carries out any work or incurs any cost or expenses to carry out any work or to incur any cost or expense that is not within the budget or scope of work set out in this Agreement or agreed in advance by the Joint Committee, that matter shall be referred by the Executive Team to the Joint Committee for a decision as to whether such work, cost or expense is part of the Growth Deal or whether such work, cost or expense should be the entire responsibility of the Party so carrying it out or requesting it (as the case may be).

12.4 **Annual Budget**

12.4.1 Subject to Clause 12.4.2, the Annual Budget for the Accountable Body prior to receipt of any HMT Contribution (which includes any costs of the Joint Committee), shall be prepared in draft by the Accountable Body and agreed by the Joint Committee and the Parties shall each contribute towards the Annual Budget on a Proportionate Basis.

12.4.2 Initially in respect of the Annual Budget:

(a) each Council (other than the Accountable Body) shall pay a sum of fifty thousand pounds (£50,000); and

(b) other than NWMD, each Adviser shall pay a sum of twenty five (£25,000);

to the Accountable Body within [ten (10) Business Days] of the Commencement Date. The Accountable Body shall add £50,000 itself to the Annual Budget.

12.4.3 The Accountable Body shall hold and account for the Annual Budget on behalf of the Joint Committee and the other Parties.

12.4.4 NWMD, rather than physically paying cash to the Accountable Body shall undertake to contribute £50,000 in kind to the Accountable Body and the Joint Committee by way of services and manpower.

12.4.5 Any overspend on the Annual Budget shall be accounted for by the Parties on a Proportionate Basis.

12.4.6 The Annual Budget for the Accountable Body following the signature of the Growth Deal shall be agreed as part of GA2, along with the process for updating such budget and the consequences of any overspend of such budget.

12.5 **Contributions**

12.5.1 **Total contribution**

It is acknowledged and agreed by the Parties that the discharge of the Parties' obligations in relation to the Growth Deal shall ultimately be funded as follows:

(a) an amount agreed in the Growth Deal from HMT ("**HMT Contribution**") which will be detailed in GA2;

(b) an amount agreed in the Growth Deal in aggregate from the Parties ("**Parties' Contribution**") which will be detailed in GA2; and

(c) each Parties' contribution towards the Annual Budget, on a Proportionate Basis, pursuant to Clause 12.4 (*Annual Budget*).

12.5.2 **HMT Contribution**

It is acknowledged and agreed that the HMT Contribution shall be included in the Growth Deal. GA2 shall set out the detail of the timing of the HMT Contribution, any exclusions from the HMT Contribution and any conditions that are attached to the HMT Contribution.

12.5.3 **Parties' Contribution**

(a) Subject to Clause 12.5.3(b), each Party shall contribute towards the aggregate Parties' Contribution in the following proportions (and any references in this Agreement to "**Proportionate Basis**" shall apply these proportions):

Parties	**Proportion of Contribution**
Conwy Council	1/8th
Denbighshire Council	1/8th
Flintshire Council	1/8th
Gwynedd Council	1/8th
The Isle of Anglesey Council	1/8th
Wrexham Council	1/8th
Bangor University	1/16th
Wrexham University	1/16th
Coleg Cambria	1/16th
GRWP Llandrillo Menai	1/16th
NWMD	£0 in cash with 1/8 to be delivered “in kind” in accordance with clause 11.4.4
Total	**Full Contribution**

(b) It is acknowledged and agreed that an affordability envelope for each Party shall be approved by the Parties as part of GA2 and that any decision to increase the affordability envelope shall be a Matter Reserved to the Parties.

12.5.4 **Audit**

Each Party shall permit all records referred to in this Agreement to be examined and copied from time to time by the Accountable Body, or any representatives of the Accountable Body or any other representatives who reasonably require access to the same in order to undertake any audit of the funds received and spent pursuant to this Agreement.

12.5.5 **Retention of Records**

The accounts referred to in this Clause 12 (Commitment of the Parties and Contributions) shall be retained for a period of at least ten (10) years after delivery of the Growth Deal pursuant to this Agreement.

13. **MITIGATION**

Each Party shall at all time take all reasonable steps to minimise and mitigate any loss for which the relevant Party is entitled to bring a claim against the other Party(ies) pursuant to this Agreement.

14. **LIABILITY OF THE PARTIES**

14.1 The Accountable Body shall indemnify and keep indemnified each of the other Parties to this Agreement against any losses, claims, expenses, actions, demands, costs and liability suffered by that Party to the extent arising from any wilful default or wilful breach by the Accountable Body of its obligations under this Agreement (and wilful in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of the Accountable Body or matters arising from any negligent act or omission in relation to such obligations).

14.2 No claim shall be made against the Accountable Body to recover any loss or damage which may be incurred by reason of or arising out of the carrying out by the Accountable Body of its obligations under this Agreement unless and to the extent such loss or damage arises from a wilful default or wilful breach by the Accountable Body under Clause 14.1 (*Liability of Parties*).

14.3 Each of the other Parties (acting severally) shall indemnify and keep indemnified the Accountable Body against all losses, claims, expenses, actions, demands, costs and liabilities which the Accountable Body may incur by reason of or arising out of the carrying out by the Accountable Body of its obligations under this Agreement for that Party or arising from any wilful default or wilful breach by a Party of its obligations under this Agreement (and wilful in this context shall, for the avoidance of doubt, not include matters which are outside the reasonable control of that Party or matters arising from any negligent act or omission in relation to such obligations) unless and to the extent that the same result from any wilful breach by the Accountable Body of any such obligations.

14.4 The Parties agree and acknowledge that the amount to be paid to the Accountable Body by any of the other Parties under Clause 14.3 (*Liability of Parties*) shall be borne by each of the Parties to the extent of its responsibility, however in the event that the responsibility is a shared one between the Parties (so that it is not reasonably practicable to ascertain the exact responsibility between the Parties) then the amount to be paid shall be divided between the Parties on a Proportionate Basis.

14.5 In the event of a claim under this Clause 14 (*Liability of Parties*) in which it is not reasonably practicable to determine the extent of responsibility as between the Parties (including the Accountable Body), then the amount shall be divided amongst the Councils (including the Accountable Body) on a Proportionate Basis. For the avoidance of doubt, any claim arising otherwise than through the wilful default or wilful breach by the Accountable Body or the other Parties shall be divided amongst the Parties (including the Accountable Body) on a Proportionate Basis.

14.6 A Party who receives a claim for losses, expenses, actions, demands, costs and liabilities shall notify and provide details of such claim as soon as is reasonably practicable to the other Parties .

14.7 No Party shall be indemnified in accordance with this Clause 14 (*Liability of Parties*) unless it has given notice in accordance with Clause 14.6 (*Liability of Parties*) to the other Party against whom it will be enforcing its right to an indemnity under this Agreement.

14.8 Each Party ("**Indemnifier**") shall not be responsible or be obliged to indemnify the other Parties (including the Accountable Body) ("**Beneficiary**") to the extent that any insurances maintained by the Beneficiary at the relevant time provide an indemnity

against the loss giving rise to such claim and to the extent that the Beneficiary recovers under such policy of insurance (save that the Indemnifier shall be responsible for the deductible under any such policy of insurance and any amount over the maximum amount insured under such policy of insurance).

15. WITHDRAWAL

15.1 No Party may withdraw from this Agreement without the approval of all of the other Parties.

15.2 A lock-in period shall be agreed as part of GA2, following which Parties shall be able to withdraw. However, there may be compensation payable if a Party does withdraw and the mechanism for calculating such compensation shall be included in GA2.

16. CONSEQUENCES OF TERMINATION

16.1 If the Agreement is terminated in accordance with Clause 2.3 (*Termination*), save for the obligations set out in Clause 12 (*Commitment of the Parties and Contributions*), Clause 14 (*Liability of the Parties*), this Clause 16 (*Consequences of Termination*) and Clause 18 (*Confidentiality and Announcements*), the Parties shall be released from their respective obligations described in this Agreement.

16.2 The Parties acknowledge and agree that:-

16.2.1 the Growth Deal has been modelled on the basis of participation by all the Parties and that there are considerable economic benefits to be achieved as a result of such joint working; and

16.2.2 accordingly, in the event that this Agreement is terminated in relation to any Party pursuant to Clause 2.3 (*Termination*) such Defaulter shall be liable to the Non-Defaulting Party or Parties for their reasonable and properly incurred costs in relation to the Growth Deal.

17. INTELLECTUAL PROPERTY

17.1 Each Party will retain all Intellectual Property in its Material.

17.2 Each Party will grant all of the other Parties a non-exclusive, perpetual, non-transferable and royalty free licence to use, modify, amend and develop its IP Material for the discharge of the Parties' obligations in relation to the Growth Deal and any other purpose resulting from the Growth Deal whether or not the party granting the licence remains a party to this Agreement.

17.3 Without prejudice to Clause 17.1 (*Intellectual Property*), if more than one Party owns or has a legal or beneficial right or interest in any aspect of the IP Material for any reason (including without limitation that no one Party can demonstrate that it independently supplied or created the relevant IP Material without the help of one or more of the other Parties), each of the Parties who contributed to the relevant IP Material will grant to all other Parties to this Agreement a non-exclusive, perpetual, non-transferable and royalty free licence to use and exploit such IP Material as if all the other Parties were the sole owner under the Copyright Design and Patents Act 1988 or any other relevant statute or rule of law.

17.4 For the avoidance of doubt, any entity or person who is at the date of this Agreement a party to this Agreement and who has licensed any Intellectual Property under this Agreement will have a non-exclusive, perpetual right to continue to use the licensed Intellectual Property in respect of the Growth Deal.

17.5 Each Party warrants that it has or will have the necessary rights to grant the licences set out in Clause 17.2 (*Intellectual Property*) and 17.3 (*Intellectual Property*) in respect of the IP Material to be licensed.

17.6 Each Party agrees to execute such further documents and take such actions or do such things as may be reasonably requested by any other Parties (and at the expense of the Party(ies) making the request) to give full effect to the terms of this Agreement.

18. CONFIDENTIALITY AND ANNOUNCEMENTS

18.1 Each Party ("**Covenanter**") shall, both during the currency of this Agreement and at all times following its termination or expiry, keep private and confidential and shall not use or disclose (whether for its own benefit or that of any third party) any Confidential Information about the business of and/or belonging to any other Party or third party which has come to its attention as a result of or in connection with this Agreement.

18.2 The obligation set out in Clause 18.1 (*Confidentiality and Announcements*) shall not relate to information which:-

18.2.1 comes into the public domain or is subsequently disclosed to the public (other than through default on the part of the Covenanter or any other person to whom the Covenanter is permitted to disclose such information under this Agreement); or

18.2.2 is required to be disclosed by law; or

18.2.3 was already in the possession of the Covenanter (without restrictions as to its use) on the date of receipt; or

18.2.4 is required or recommended by the rules of any governmental or regulatory authority including any guidance from time to time as to openness and disclosure of information by public bodies; or

18.2.5 is necessary to be disclosed to provide relevant information to any insurer or insurance broker in connection with obtaining any insurance required by this Agreement.

18.3 Where disclosure is permitted under Clause 18.2.3 (*Confidentiality and Announcements*) or 18.2.4 (*Confidentiality and Announcements*), the recipient of the information shall be subject to a similar obligation of confidentiality as that contained in this Clause 18 (*Confidentiality and Announcements*) and the disclosing Party shall make this known to the recipient of the information.

18.4 No Party shall make any public statement or issue any press release or publish any other public document relating, connected with or arising out of this Agreement or any other agreement relating to the Growth Deal without the prior written consent of the other Parties.

19. CONTRACTS (THIRD PARTY RIGHTS)

The Parties as parties to this Agreement do not intend that any of its terms will be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person not a party to it.

20. DISPUTE RESOLUTION

20.1 Any dispute arising in relation to any aspect of this Agreement shall be resolved in accordance with this Clause 20 (*Dispute Resolution*). The Parties undertake and agree to pursue a positive approach towards dispute resolution which seeks (in the context of

this partnership) to identify a solution which avoids legal proceedings and maintains a strong working relationship between the Parties.

20.2 In the event of any dispute or difference between the Parties relating to this Agreement (whether this may be a matter of contractual interpretation or otherwise) then save in relation to disputes or disagreements relating to a Matter Reserved to the Parties, the matter shall be dealt with by referral in the first instance to the Joint Committee who shall consider any such dispute or disagreement at the next scheduled meeting of the Joint Committee and attempt to resolve the disputed matter in good faith.

20.3 In relation to a dispute or disagreement relating to a Matter Reserved to the Parties, or if the Joint Committee fails to resolve a dispute or disagreement within five (5) Business Days of meeting pursuant to Clause 20.2 (*Dispute Resolution)*, then the Parties in dispute or the Joint Committee (as the case may be) may refer the matter for resolution to:-

20.3.1 the Chief Executive, Managing Director, Council Leader (or other relevant head of organisation) of the relevant Parties; or

20.3.2 mediation by such party as the relevant Parties may agree; or

20.3.3 the exclusive jurisdiction of the Courts of England and Wales.

20.4 Any dispute and/or disagreement to be determined by the relevant heads of organisations, mediation or the Courts of England and Wales (as the case may be) under this Agreement shall be promptly referred for determination to them.

20.5 The Parties shall on request promptly supply to the relevant heads of organisations or mediator or the Courts of England and Wales (as the case may be) all such assistance, documents and information as may be required for the purpose of determination.

20.6 If a mediator is appointed to determine a dispute pursuant to Clause 20.3 (*Dispute Resolution*), then the mediator shall be deemed to act as an expert and not as an arbitrator and his determination shall (in the absence of manifest error) be conclusive and binding upon the Parties.

20.7 The costs of the resolution of any dispute and/or disagreement between the Parties under this Agreement shall be borne by the relevant Parties on a Proportionate Basis to the dispute in question save as may be otherwise directed by the relevant heads of organisations, the mediator or the Courts of England and Wales (as the case may be).

21. DATA PROTECTION

21.1 In relation to all Personal Data, each Party shall at all times comply with the GDPR, (as a data controller if necessary) which includes (but is not limited to) maintaining a valid and up to date registration or notification under the GDPR covering the data processing activities to be performed in connection with the Growth Deal.

21.2 Each Party:-

21.2.1 shall process Personal Data belonging to any other Party only on the instructions of that Party (subject to compliance with applicable law);

21.2.2 shall only undertake processing of Personal Data reasonably required in connection with the Growth Deal and shall not transfer any Personal Data to any country or territory outside the European Economic Area*;* and

21.2.3 shall use its reasonable endeavours to procure that all relevant sub-contractors and third parties comply with this Clause 21.2 (*Data*

Protection). For the avoidance of doubt a relevant sub-contractor is one which processes Personal Data belonging to the one or any of the Parties.

21.3 The Parties shall not disclose Personal Data to any third parties other than:

21.3.1 to employees and sub-contractors and third parties to whom such disclosure is reasonably necessary in order for the Parties to discharge the Parties' obligations in relation to the Growth Deal; or

21.3.2 to the extent required under a court order or to comply with any applicable laws including (but not limited to) any statute, bye law, European Directive or regulation.

provided that any disclosure to any sub-contractor or any third parties under Clause 21.3.1 (*Data Protection*) shall be made subject to written terms substantially the same as, and no less stringent than, the terms contained in this Clause 21 (*Data Protection*) and that the Parties shall give notice in writing to all other Parties of any disclosure of Personal Data belonging to them which they or a sub-contractor or third parties are required to make under Clause 21.3.2 (*Data Protection*) immediately they are aware of such a requirement.

21.3.3 The Parties shall bring into effect and maintain and shall use its reasonable endeavours to ensure that all relevant sub-contractors and any third parties have in effect and maintain all reasonable technical and organisational measures necessary to prevent unauthorised or unlawful processing of Personal Data and accidental loss or destruction of, or damage to, Personal Data including but not limited to taking reasonable steps to ensure the reliability and probity of any employee or agent of a relevant sub contractor or any third parties having access to the Personal Data.

21.3.4 Any Party may, at reasonable intervals, request a written description of the technical and organisational methods employed by any other Party and the relevant sub-contractors referred to in Clause 21.2.3 (*Data Protection*) Within five (5) Business Days of such a request, the Party requested to do so shall supply written particulars of all such measures as it is maintaining detailed to a reasonable level such that the requesting Party can determine whether or not, in connection with the Personal Data, it is compliant with the DPA. All Parties shall use its reasonable endeavours to ensure that the sub-contractors and any third parties also comply with such request from any other Party.

21.4 All Parties shall ensure that any Personal Data they obtain and provide to any other Party has been lawfully obtained and complies with the DPA and that the use thereof in accordance with this Agreement shall not breach any of the provisions of the DPA.

21.5 If:-

21.5.1 under the DPA any Party is required to provide information to a data subject (as defined in the DPA) in relation to Personal Data when such data is in the possession or under control of any other Party; and

21.5.2 the required Party informs the controlling Party in writing that this is the case,

then the controlling Party shall guarantee reasonable and prompt co-operation to the required Party in meeting its obligations under the DPA including making copies of the relevant Personal Data to the extent the same are in its possession.

21.6 Each Party shall provide the other as soon as reasonably practicable, with such information in relation to Personal Data and their processing as the other Party may reasonably request in writing and the party asked to provide the relevant data may reasonably be able to provide in order for the other Party to:-

21.6.1 comply with its obligations under this Clause and the DPA; and

21.6.2 assess whether the processing of the relevant Personal Data in connection with this Agreement is breaching or may breach the DPA in a manner which is material and not effectively sanctioned by any guidance statement issued by the Information Commissioner.

21.7 The Parties shall each take reasonable precautions (having regard to the nature of their respective obligations under this Agreement) to preserve the integrity of any Personal Data.

21.8 The Parties shall work together to create and agree an information sharing protocol specifically in relation to their joint working on the Growth Deal and shall continually review any existing information sharing protocols being used in relation to the Growth Deal to ensure they remain relevant to the Growth Deal and to identify which Personal Data needs to be processed and on what basis to ensure compliance with this Clause 21 (*Data Protection*).

22. FREEDOM OF INFORMATION AND ENVIRONMENT INFORMATION

22.1 Each Party acknowledges that the Councils are subject to the requirements of the Freedom of Information Act 2000 ("**FOIA**") and the Environmental Information Regulations 2004 ("**EIR**") and the Councils shall comply with the Accountable Body's policy on FOIA in respect of these information disclosure obligations to the extent they relate to the Growth Deal.

22.2 Where a Party receives a request for information under either the FOIA or the EIR in relation to information which it is holding on behalf of any of the other Councils in relation to the Growth Deal, it shall:

22.2.1 transfer the request for information to the Accountable Body as soon as practicable after receipt and in any event within two (2) Business Days of receiving a request for information;

22.2.2 provide the Accountable Body with a copy of all information in its possession or power in the form the Accountable Body reasonably requires within ten (10) Business Days (or such longer period as the Accountable Body may specify) of the Accountable Body requesting that information; and

22.2.3 provide all necessary assistance as reasonably requested by the Accountable Body to enable the Accountable Body to respond to a request for information within the time for compliance set out in the FOIA or the EIR.

22.3 The Councils acknowledge and agree that the Accountable Body shall be responsible for co-ordinating any response on behalf of the relevant Councils to the extent they relate to the Growth Deal and all costs incurred shall be accounted for as Joint Committee Costs.

22.4 The Accountable Body shall be responsible for determining in their absolute discretion whether any information requested under the FOIA or the EIR:-

22.4.1 is exempt from disclosure under the FOIA or the EIR;

22.4.2 is to be disclosed in response to a request for information.

22.5 Each Party acknowledges that the Accountable Body may be obliged under the FOIA or the EIR to disclose information:

22.5.1 without consulting with the other Parties where it has not been practicable to achieve such consultation; or

22.5.2 following consultation with the other Parties and having taken their views into account.

23. NOTICES

23.1 Any notice or demand in connection with this Agreement to any Party shall be in writing and may be delivered by hand, prepaid first class post, special delivery post or email, addressed to the recipient at the address as the case may be set out in Schedule 3 (*Parties' Details*) or such other recipient address as may be notified in writing from time to time by any of the Parties to all the other Parties.

23.2 Any notice or demand in connection with this Agreement to the Joint Committee shall be in writing and may be delivered by hand, prepaid first class post, special delivery post or email, addressed to the [Executive Team] at the address as the case may be as set out in Schedule 3 (*Parties' Details*) or such other recipient address as may be notified in writing from time to time by the [Executive Team] to all the Parties.

23.3 The notice or demand shall be deemed to have been duly served:-

23.3.1 if delivered by hand, when left at the proper address for service;

23.3.2 if given or made by prepaid first class post or special delivery post, forty-eight (48) hours after being posted (excluding days other than Business Days);

23.3.3 if given or made by email, at the time of transmission,

provided that, where in the case of delivery by hand or email such delivery or transmission occurs either after 4.00pm on a Business Day or on a day other than a Business Day service shall be deemed to occur at 9.00am on the next following Business Day.

23.4 For the avoidance of doubt, where proceedings to which the Civil Procedure Rules apply have been issued, the provisions of the Civil Procedure Rules must be complied with in respect of the service of documents in connection with those proceedings.

24. GOVERNING LAW

This Agreement and any non-contractual obligations arising out of or in connection with it shall be governed by and construed in all respects in accordance with the laws of England and Wales. Subject to Clause 20 (*Dispute Resolution*), the English and Welsh Courts shall have exclusive jurisdiction to settle any disputes which may arise out of or in connection with this Agreement.

25. ASSIGNMENT

The rights and obligations of the Parties under this Agreement shall not be assigned, novated or otherwise transferred without the consent of the other Parties.

26. WAIVER

26.1 No failure or delay by any Party to exercise any right, power or remedy will operate as a waiver of it nor will any partial exercise preclude any further exercise of the same or some other right, power or remedy unless a waiver is given in writing by that Party.

26.2 Each Party shall pay their own costs incurred in connection with the preparation, execution, completion and implementation of this Agreement.

27. **ENTIRE AGREEMENT**

This Agreement contains all the terms which the parties have agreed in relation to the subject of this Agreement and supersedes any prior written or oral agreements, representations or understandings between the Parties relating to such subject matter. No Party has been induced to enter into this Agreement or any of these documents by statement or promise which they do not contain, save that this Clause shall not exclude any liability which one Party would otherwise have to the other in respect of any statements made fraudulently by that Party.

28. **COUNTERPARTS**

This Agreement may be executed in any number of counterparts each of which so executed shall be an original but together shall constitute one and the same instrument.

29. **RELATIONSHIP OF PARTIES**

Each Party is an independent body and nothing contained in this Agreement shall be construed to imply that there is any relationship between the Parties of partnership or (except as expressly provided in this Agreement) of principal/agent or of employer/employee. No Party shall have the right to act on behalf of another nor to bind the other by contract or otherwise except to the extent expressly permitted by the terms of this Agreement. In particular for the avoidance of doubt, none of the provisions relating to the principles of working in partnership shall be taken to establish any partnership as defined by The Partnership Act 1890.

30. **STATUTORY RESPONSIBILITIES**

Notwithstanding anything apparently to the contrary in this Agreement, in carrying out their statutory duties, the discretion of any Council shall not be fettered or otherwise affected by the terms of this Agreement.

AS WITNESSED this Agreement has been executed as a Deed on the date written at the beginning of this Agreement in the presence of those stated.

The Common Seal of **CONWY COUNTY**)

BOROUGH COUNCIL was)

hereunto affixed in the presence of: -)

The Common Seal of **DENBIGHSHIRE**)

COUNTY COUNCIL was)

hereunto affixed in the presence of:-)

The Common Seal of **FLINTSHIRE**)

COUNTY COUNCIL was)

hereunto affixed in the presence of:-)

The Common Seal of **GWYNEDD**)

COUNCIL was)

hereunto affixed in the presence of:-)

The Common Seal of **THE ISLE OF**)

ANGLESEY COUNTY COUNCIL was)

hereunto affixed in the presence of:-)

The Common Seal of **WREXHAM COUNTY**)

BOROUGH COUNCIL was)

hereunto affixed in the presence of:-)

[The Common Seal of **BANGOR**)

UNIVERSITY was)

hereunto affixed in the presence of: -)]

[The Common Seal of **WREXHAM**)

GLYNDWR UNIVERSITY was)

hereunto affixed in the presence of: -)]

[The Common Seal of **COLEG**)

CAMBRIA was hereunto affixed)

in the presence of: -)]

[The Common Seal of **GRWP**)

LLANDRILLO MENAI was hereunto)

affixed in the presence of: -)]

Schedule 1

DELEGATIONS POLICY

[*NOTE: This will be further developed in GA2*]

DECISION	PROJECT MANAGEMENT GROUP MATTER	JOINT COMMITTEE MATTER	MATTER RESERVED TO THE PARTIES
KEY THEMES			
1. Approval of GA2			**Yes**
2. Approval and adoption of any Business Plans			**Yes**
3. Approval and adoption of any updated Business Plans save to the extent any such update amounts to a material change to the prevailing Business Plan (in which case the decision to approve and adopt such updated Business Plan shall be a Matter Reserved to the Parties)		Yes	
FUNDING AND EXPENDITURE			
4. Agreeing any increase to a Party's affordability envelope			**Yes**
5. Approval of any increase to the Parties' Contribution			**Yes**
6. Approval of any disproportionate Internal Costs pursuant to Clause 12.2.2 (Commitment of the Parties and Contributions)		Yes	
7. Approval of expenditure within the approved Annual Budget of the Accountable Body held on behalf of the Parties set out in Clause 12.4 (*Annual Budget*)	Yes		
8. Approval of the Annual Budget pursuant to Clause 12.4 (*Annual Budget*)			Yes
9. Approval of additional expenditure over and above the approved Annual Budget of the Accountable Body held on behalf of the Parties set out in Clause 12.4 (*Annual Budget*)			Yes
10. To approve from time to time the distribution of the Annual Budget as between the different programmes and projects agreed as part of any Growth Deal or the Regional Growth Strategy		Yes	

DECISION	PROJECT MANAGEMENT GROUP MATTER	JOINT COMMITTEE MATTER	MATTER RESERVED TO THE PARTIES
11. Entering into (or agreeing to enter into) any borrowing arrangement on behalf of the Joint Committee and/or giving any security in respect of any such borrowing		Yes	
12. Accepting terms and conditions in relation to any third party funding for the Growth Deal		Yes	
GENERAL			
13. Replacement of the Accountable Body pursuant to Clause 4.2		Yes	
14. Establishment of a sub-committee pursuant to this Agreement and determining their terms of reference and scope of delegation.		Yes	
15. Making any variations to or waiving any rights to or terminating any contracts signed by Parties / the Accountable Body (other than this Agreement) which are material to the Growth Deal.		Yes	
16. Amendments to the terms of this Agreement			**Yes**
17. The engagement of (and terms of engagement of) any individual person where the value of the appointment does not exceed £25,000 per Accounting Period	Yes		
18. Commencing any claim, proceedings or other litigation brought by or settling or defending any claim, proceedings or other litigation brought against the Joint Committee or individual Party in relation to the Growth Deal, except in relation to debt collection in the ordinary course of business.		Yes	
19. Making any announcements or releases of whatever nature in relation to the Joint Committee and the Growth Deal		Yes	
20. Creation of a local authority trading company under Local Government Act 2003			Yes
21. Any other matters not covered in this Schedule 1 (*Delegations Policy*)		Yes	

Schedule 2

TERMS OF REFERENCE

PART 1

JOINT COMMITTEE TERMS OF REFERENCE

Aims/Purpose

1. The Joint Committee will be the key body to oversee the Growth Deal and to represent the interests of the Parties and its stakeholders. The Joint Committee will also be responsible for monitoring project progress and managing the political dimensions of the Growth Deal.

2. The Joint Committee will also oversee the Regional Growth Strategy and will take all necessary decisions to facilitate and implement its delivery.

3. The Joint Committee will carry out the following functions:
   - Determine the form of and number of fund(s) to deliver the Growth Deal.
   - Agree key projects to deliver the Growth Deal
   - Provide strategic direction to the Executive Team (to include approval of remit for the Executive Team and approval of any resourcing issues)
   - Act as a representative for each of the Parties to ensure consistency with individual objectives and visions
   - Monitor performance, management and working arrangements (to include the necessary audit and assurance checks)
   - Ensure that sufficient resources are committed to the Growth Deal
   - Arbitrate on any conflicts within the programme or negotiate a solution to any problems between the programme and external bodies
   - Communicate and provide progress on strategic issues within the Growth Deal
   - Promote partnership working between the Parties
   - Publish annual governance statement and Annual Accounts in accordance with the Assurance Framework
   - Liaise with other Growth Deal or City Deal partners across the United Kingdom to share best practice and ensure a co-ordinated strategic approach
   - Provide the Parties with annual progress reports
   - Update the Delegations Policy from time to time

Terms

4 At the start of the Growth Deal, to:
   - Finalise the GA2 and any related documentation, including (but not limited to) any Business Plans Clause 7 and
   - Agree the detail of the decision-making process and assessments (as referred to in the Assurance Framework and where yet to be completed) prior to the Joint Committee considering individual projects

5. During the planning and development stages, to:

   - Review project status against the approved plans
   - Monitor the management of project budget, risks and quality
   - Promote and support the project among relevant stakeholders and where appropriate obtain their consent.
   - Seek to resolve disputes where these cannot be resolved satisfactorily through other means
   - Ensure that the proposals are affordable and deliver maximum value for money for the public sector.

Procurement of contracts for goods, works or services

Subject to compliance with: legislation, the contract standing orders and other procedural rules of the Accountable Body (where the contracts are to be let in the name of the Accountable Body) and the issue not falling within a Matter Reserved to the Parties, the following provisions apply.

6. Where the Joint Committee is procuring any goods, works or services, at the start of procurement, the Joint Committee or if falling within the delegated authority of the Executive Team, the Executive Team, shall agree:

- measures against which the benefits realisation should be measured;
- arrangements for quality assurance and risk management;
- arrangements for communications; and
- arrangements for procurement launch for specific projects (where appropriate).

7. As the procurements progress, to:-

- review the project status against the project plan;
- monitor the management of procurement budget, risks and quality;
- agree progression through key stages (e.g. including but not limited to issue of the OJEU, pre-qualification stage and preferred bidder stage) and obtain all associated 'sign-offs';
- agree draft procurement documents;
- agree the process for evaluating bids and the detailed evaluation criteria and scoring;
- consider the progress of the procurement; and
- act as the ambassadors for the procurement and the project it facilitates.

8. At the end of the procurement, to:-

- ensure that the pre contract risk review is completed;
- agree any financial business cases;
- make decisions as to award of contract and provide all final 'sign-offs'; and
- ensure that the contract is appropriately managed and expected products have been delivered satisfactorily.

PART 2

EXECUTIVE TEAM TERMS OF REFERENCE

[INSERT SCHEME OF DELEGATION APPROVED BY JOINT COMMITTEE IN MAY]

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PART 3

SUB-COMMITTEE TERMS OF REFERENCE

[INSERT SCHEME OF DELEGATION AGREED BY JOINT COMMITTEE IN MAY]

DRAFT

Schedule 3

PARTIES' DETAILS[1]

RECIPIENT'S NAME	ADDRESS	EMAIL
Conwy Council: [Chief Executive]	[ ]	[ ]
Denbighshire Council: [Chief Executive]	[ ]	[ ]
Flintshire Council: [Chief Executive]	[ ]	[ ]
Gwynedd Council: [Chief Executive]	[ ]	[ ]
Isle of Anglesey Council: [Chief Executive]	[ ]	[ ]
Wrexham Council: [Chief Executive]	[ ]	[ ]
Bangor University: [Chief Executive]	[ ]	[ ]
Wrexham Glyndwr University: [Chief Executive]	[ ]	[ ]
Coleg Cambria: [Chief Executive]	[ ]	[ ]
GRWP Llandrillo Menai: [Chief Executive]	[ ]	[ ]
North Wales and Mersey Dee Business Council: [Chief Executive]	[ ]	[ ]
Executive Team [Attention of xxxx]	[ ]	[ ]

[1] Details to be confirmed please.

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Schedule 4

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HEADS OF EXPENDITURE

1. The following is a non-exhaustive list of the heads of expenditure that may be incurred by the Parties in the Growth Deal:-

1.1 "**Internal Costs**" means the costs associated with each Party providing internal resources in relation to the Growth Deal which includes but is not limited to:

1.1.1 staffing costs and associated overheads;

1.1.2 project management / technical & admin support;

1.1.3 communications; and

1.1.4 (where applicable) costs incurred in respect of managing FOIA requests pursuant to Clause 22 (*Freedom of Information and Environmental Information*).

1.2 "**Joint Committee Costs**" means the operational and management costs of the Joint Committee, (its sub committees and groups created pursuant to Clauses 10.18 and 10.19) which includes but is not limited to

1.2.1 staffing costs and associated overheads;

1.2.2 project management / technical & admin support;

1.2.3 communications;

1.2.4 Translation costs;

1.2.5 the costs incurred by the Accountable Body in carrying out the duties of the Accountable Body (Clauses 4 and 5); and

1.2.6 external professional advice.

1.3 For the avoidance of doubt, Internal Costs and Joint Committee Costs do not include any revenue costs or capital investment relating to the implementation of any project pursuant to the Growth Deal.

Schedule 5

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ACCOUNTING PERIODS

The initial Accounting Period shall be the date of this Agreement until 31 March and thereafter shall be:

[1 April to 31 March][2]

Schedule 6

DRAFT

[2] Parties to please confirm.

CODE OF CONDUCT FOR NWEAB ADVISERS

1. You must in all matters consider whether you have a personal interest and whether this code of conduct requires you to disclose that interest.

2. You must regard yourself as having a personal interest in any business of the North Wales Growth Board if:

   a it is likely to affect the well-being or financial position of such persons below to a greater extent than other tax payers in North Wales:
      i you;
      ii anyone with whom you live; or
      iii anyone with whom you have close personal association;

   b it relates to or is likely to affect any of the following:
      i any employment or business of such a person;
      ii any person who employs or has appointed such a person, any firm in which such a person is a partner or any company for which such a person is a remunerated director;
      iii any corporate body which has a place of business or land in North Wales, and in which any such persons has a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
      iv any contract for goods, services or works made between the NWEAB and:
         aa any such person;
         bb a firm in which such a person is a partner;
         cc a company of which such a person is a remunerated director; or
         dd a body of the description specified in sub-paragraph (iii) above;
      v any land in North Wales:
         aa in which such a person has a beneficial interest; or
         bb which such a person has a licence (alone or jointly with others) to occupy for 28 days or more;
      vi any land where the landlord is the NWEAB and the tenant is:
         aa a firm in which such a person is a partner;
         bb a company of which such a person is a remunerated director; or
         cc a body of the description specified in sub-paragraph (iii) above;
      vii any of the following bodies in which such a person is a member or holds a position of general control or management:
         aa a public authority or body exercising functions of a public nature;
         bb a company, industrial and provident society, charity, or body directed to charitable purposes;
         cc a body whose principal purposes include the influence of public opinion or policy;
         dd a trade union or professional association; or
         ee a private club, society or association operating within North Wales.

Declaration of Personal Interests

3 Where you have a personal interest in any business of the NWEAB and you attend a meeting at which that business is considered, you must declare the existence and nature of that interest before or at the commencement of that item, or when the interest becomes apparent.

4 Where you have a personal interest in any business of your authority and you write or speak to an officer or member of the NWEAB then you must:

   a include details of that interest in the written communication; or
   b declare the interest at the commencement, or when it becomes apparent to you that you have such an interest.

5 You must, in respect of a personal interest not previously declared, before or immediately after the close of a meeting where the declaration is made, give written notification to the NWEAB's monitoring officer on the prescribed form, containing:

a details of the personal interest;
b details of the business to which the personal interest relates; and
c your signature.

6 A personal interest is also a prejudicial interest if it is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest except as set out in paragraph 7 below.

7 You will not be regarded as having a prejudicial interest in any business where that business is not the determination of any approval, consent, licence, permission or registration and:

a It relates to:
  i another public authority or body exercising functions of a public nature in which you hold a position of general control or management;
  ii a body to which you have been elected, appointed or nominated by the NWEAB;
  iii your role as a school governor (where you are not appointed or nominated by an authority which is a member of NWEAB) unless it relates particularly to the school of which you are a governor; or
  iv your role as a member of a Local Health Board where you have not been appointed or nominated by an authority which is a member of the NWEAB;

  v save that an interest shall not be considered as being personal and prejudicial where it relates to or is likely to affect the Party which has appointed the Adviser to the Joint Committee.
b It relates to:
  i the housing functions of an authority which is a member of the NWEAB where you hold a tenancy or lease with that authority, provided that you do not have arrears of rent of more than two months, and provided that those functions do not relate particularly to your tenancy or lease; or
  ii the functions of an authority which is a member of the NWEAB in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends.
c It relates to or is likely to affect an Adviser which has appointed you as its representative to the Joint Committee.

Overview and Scrutiny Committees

8 You also have a prejudicial interest in any business before an overview and scrutiny committee of any authority (or of a sub-committee of such a committee) where:
a that business relates to a decision made (whether implemented or not) or action taken by the NWEAB or another of its committees, sub-committees, joint committees or joint sub-committees; and
b at the time the decision was made or action was taken, you were an adviser to the NWEAB, committee, sub-committee, joint-committee or joint sub-committee AND you were present when that decision was made or action was taken.

Participation in Relation to Disclosed Interests

9 Where you have a prejudicial interest in any business of the NWEAB, unless you have obtained a dispensation from the Accountable Body's Standards Committee, you must:
a withdraw from the room, chamber or place where a meeting considering the business is being held:

i where sub-paragraph (ii) below applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or

ii in any other case, whenever it becomes apparent that that business is being considered at that meeting;

b not exercise NWEAB functions in relation to that business;

c not seek to influence a decision about that business;

d not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business unless the public has a right to do so; and

e not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent unless the public has a right to do so.

10 Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

11 Paragraph 10 does not prevent you attending and participating in a meeting if:

a you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers;

b you are attending only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise; or

c you have the benefit of a dispensation provided that you:

i state at the meeting that you are relying on the dispensation; and

ii before or immediately after the close of the meeting give written notification to your authority containing:

aa details of the prejudicial interest;

bb details of the business to which the prejudicial interest relates;

cc details of, and the date on which, the dispensation was granted; and

dd your signature.

12 Where you have a prejudicial interest and are making written or oral representations to the NWEAB in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to the NWEAB within 14 days of making the representation.

Schedule 7

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DETAILS OF REPRESENTATIVES

[Details to be confirmed]

Schedule 8

DRAFT

ASSURANCE FRAMEWORK

[Framework to be added prior to signature[3]]

DRAFT

[3] Do the Parties have anything suitable?

Schedule 9

IMPLEMENTATION PLAN

[Pro-forma to be prepared by the Joint Committee]

DRAFT

north wales economic ambition board
bwrdd uchelgais economaidd gogledd cymru

GOVERNANCE MAP

North Wales Economic Ambition Board

Leadership of, strategic decision-making on, and accountability for the Regional Strategy and Growth Deal

Stakeholder Forum

An advisory reference group made up of senior figures (by invitation) from the growth and foundation sectors to (1) suggest concepts and proposals (2) provide expert advice and evidence to inform decision-making and (3) hold the Board to account for delivery

Thematic Sub-Boards

Direction and implementation of Programmes and Projects - commissioned by the Board

Professional Executive and Programme Office

The core professional team and network of partner advisors providing professional advice, governance support, professional services and programme and project management capacity (hosted by the Host Authority)

Partner Organisations

Local Authority, Further Education and Higher Education Board Members / Advisors

NWMD Business Council

The representative body of the business sector for the region and cross-border

Key

Blue *– Decision Making*

Lilac *- Advisory*

EXECUTIVE SUMMARY AND KEY MESSAGES

- There has been solid and positive growth in productivity and employment over recent years in the economy of North Wales, but the region is still lagging behind other regions in the UK in relation to key economic indicators. Our gross value added (GVA), for example, remains persistently lower than the UK average.
- Although employment and unemployment levels are improving, high value employment offering high wages is poorly represented in the labour market and again significantly below the UK average.
- We have an ageing population across the region and tradition of outward immigration of talent.
- There are enormous variation within the economy of North Wales, most notably in GVA per head (Flintshire and Wrexham are 84.1% of UK average, Anglesey is only 52.9%) There has been a track record of very strong growth in North East Wales, but this is being constrained by the lack of infrastructure (sites and transport) as well as labour market shortage and skill supply. In North West Wales, the economy is much more dependent on the public sector. There is a need for publicly funded infrastructure to stimulate and facilitate private sector growth, and to support supplier developments related to large scale investment projects;
- The region has a big opportunity to generate growth due to proposed investments by the private sector in key economic sectors such as advanced manufacturing and energy. One key strategic project is the £15bn Wylfa Newydd Project, the largest infrastructure project in Wales for a generation which will have a large impact on businesses and labour market in the region;
- To capitalise on such opportunities, the region has developed a single, joined-up vision for economic and employment growth, with a commitment between all the partners to work together collaboratively for a common purpose;
- It has been agreed to focus more on “inclusive growth”, addressing social and spatial irregularities and inequalities within the region. Growth will need to be dispersed and scalable, in accordance with the priorities of the Welsh Government’s Economic Action Plan and our obligation under the Well-Being of Future Generations Act;
- There is clear ambition for the region to position itself as one of the leading UK locations for energy generation and advanced manufacturing – as well as becoming a hub of innovation and technology expertise, and a centre of excellence for high value tourism. This ambition builds on strengths and opportunities, and its delivery will create a more sustainable and balanced approach to economic development;
- The Strategic Programmes and the portfolio of Projects identified in the document reflect the vision and approach. They have been co-designed and developed by key stakeholders, particularly the private sector. There are 8 Strategic Programmes which are broad-based and long term, and 25 Projects which provide solutions for the shorter term and are principally capital projects;
- The focus of many of our Projects is to create the appropriate conditions to attract private sector investment. Many of our sites for business or industrial development are currently “stalled” for example, and we require up-front investment to enable these sites to be “market ready” for the private sector. This reflects the need for intervention and to maximise the value of assets available for economic growth across the region;

- Collectively, the projects identified are transformational – it is an exciting package of innovative projects that are inter-related and co-dependant. Their delivery will support the region to overcome the barriers currently faced by the private sector to invest in the region and create jobs. They will also support the region to adjust to and prepare for "new forces" impacting businesses, such as decarbonisation, automation, artificial intelligence and other forms of digitalisation. There is a focus in particular on supporting low carbon technologies to boost productivity and create high value jobs;
- The total cost of investment proposed is **£790.3m**, with nearly **£100m** of direct private sector contributions and **£272.2m** of contributions from various partners. We are seeking **£393m** from the Growth Deal and **£28.9m** revenue funding for the Growth Deal;
- Nearly **5,000** direct jobs will be created, and the value of private sector investment achieved as a direct consequence of the projects being delivered (private sector leverage) will be **£3.6bn**;
- The overall aim is to increase the value of the north Wales economy from **£13.6 billion** in 2016 to **£26 billion** by 2035;
- We also seek the support of the UK Government and Welsh Government to be given more capacity and flexibilities to make key decisions at a regional level. New powers and responsibilities is sought to facilitate growth in key policy areas such as transport and employment;
- The region has established new and robust governance arrangements to co-ordinate and deliver the Growth Vision for the region. Functions such as economic development, skills and employment, transport and land use planning will now be co-ordinated by the newly-formed "North Wales Economic Ambition Board";
- A new stakeholders group will also be established, led by the private sector, to support, advise and challenge the North Wales Economic Ambition Board;
- The North Wales Economic Ambition Board, together with its governance arrangements and structure, will provide leadership and accountability for strategic direction and outcomes. It will also be a strong and united voice for North Wales.
- Coming together as "one North Wales" through the North Wales Economic Ambition Board, with a single, joined up vision for the economy, has been achieved over recent years. We now present this Proposition Document to set out the rationale for investment in the region and the details of our Strategic Programmes and Projects which will deliver inclusive economic growth for the people and businesses of North Wales.

SECTION 6 – PROJECT SCHEDULE LIST

The Projects for which investment is sought are included in this section. They are all strategic and their delivery will transform the performance and opportunities across the region. They have been developed in the context of our Vision and Aims, and are presented within the Strategic Programmes.

The Projects are inter-related and co-dependent. They have all been tested in terms of strategic fit, delivering value for money, commercial sustainability, deliverability and partnership support and commitment.

They have been designed and developed through partnership working and co-production amongst the public, higher education, further education and particularly the private sector in the region.

The Project Schedule List includes a mix of solutions that are:

- Spatially targeted
- Global across the region
- Enablers, e.g. transport, housing
- Supporting growth and attracting private sector investment
- Promoting innovation

The balance of benefits from the investment will be shared to support sustainable and inclusive growth across the region – in accordance with our Vision as well as the priorities of the Well-Being of Future Generation Act.

An Outline Business Case (OBCs) for each Project is included in ***Appendix 1***. These OBCs have been prepared in accordance with the Treasury's Green Book.

A narrative of each Project is included below:

1. Digital Connectivity Programme

This Programme will bring forward Projects that will improve digital connectivity for business and households across the region, as well as digital skills and innovation in digital signalling.

- **North Wales Digital Connectivity Project**
  [Lead Sponsor: 6 Local Authorities]

  This Project will develop improvements in fixed broadband and mobile infrastructure necessary to support new and existing competitive business activity in North Wales. It will also enhance the region as a place to invest, work and live. It will focus in particular on full fibre passive infrastructure, an affordable gigabit service, and rural broadband deployment.

  The private sector across the region view this project as a top priority. They have been engaged and involved in its design and development.

  The Project will also be the vehicle to leverage private sector funding from the private sector, particularly from network operators. Serious consideration will be given by network operators to invest direct private sector money in the Project through a joint venture.

The need for the Project is highlighted by the fact that four of the six counties in North Wales are ranked in the bottom 25% of UK Local Authority areas for Superfast (>30 Mbps) broadband coverage (March 2018).

The Project will be delivered between 2019-2021.

The Project will have clear outcomes and impact, including 80% of strategic employment sites will be "passed" by direct infrastructure and 100% of the duct provided will be accessed by at least one network provider. These outcomes will be delivered by 2021.

The cost of the Project is £69,750,000.

- **Digital Signal Processing Centre Project**
  [Lead Sponsor: Bangor University]

This Project will transfer market-driven Research & Development activities into commercial exploitable products, processes and services for digital communication. It will ensure that the region is at the forefront of the new digital economy, and will undertake market-drivers Research & Development for digital signal processing for both wired and wireless networks.

The Project will be based at Bangor University – the University has a worldwide reputation in the application of this technology with the Telecoms sector. Close collaboration with major international companies will take place through this project.

Funding is required in order to develop the Processing Centre and ensure it has the appropriate equipment and facilities.

This Project will position the region as a Centre for International Expertise in digital signalling, and increase in particular levels of commercialisation of research in high value sectors. It will also raise the number of graduates and post-graduates in high demand disciplines within the region.

It will create 160 direct jobs, and generate 30 additional highly skilled graduates in the local workforce annually.

The Project aligns closely with the Digital Infrastructure Connectivity Project, together with the core business of M-Sparc Science Park on Anglesey.

The Project will be delivered between 2019-2021.

The total Project cost is £7.5m.

- **Digital Skills for North Wales Project**
  [Lead Sponsor: 6 Local Authorities]

This Project aims to develop a clear delivery plan to improve the digital skills of the current and future workforce of North Wales.

It will be a partnership approach between Bangor University, Glyndwr University, Grwp Llandrillo Menai, Coleg Cambria and the 6 Local Authorities. The delivery plan will be co-ordinated by the Regional Skills & Employment Partnership.

This is a key project within the Programme and will ensure that the workforce is equipped with the necessary skills to keep up with the speed of digital and technological change. We need to increase the supply of digital skills across the economy. Highly skilled and highly paid digital jobs grew at twice the rate of non-digital jobs between 2011-2015 (UK Industrial Strategy). We need to ensure that the computing curriculum for pupils aged 5-16, including coding and the basics of programming, is ambitions and rigorous. We need to deliver a comprehensive programme to improve the teaching of computing and drive up participation in computer science.

The new digital age will change jobs and businesses, and we want to ensure that the local workforce in North Wales are able to capitalise on these opportunities.

This is a Project that is currently under development.

2. Land and Property Development Programme

This Programme includes a package of projects to unlock growth opportunities in the region. Their development will deliver high quality sites and premises to accommodate innovation and expansion in the business base, in particular in advanced manufacturing and low carbon energy related industries.

- **Bodelwyddan Strategic Site Project**
  [Lead Sponsor: 6 Local Authorities]

  The purpose of the Project is to support the development of a strategic mixed-use development site at Bodelwyddan in Denbighshire.

  The site is located as a key strategic site within the Denbighshire Local Development Plan and planning consent has been agreed.

  Funding is required in order to support up-front infrastructure costs. The site comprises 137Ha of land on which a master plan has been developed to accommodate housing development, employment, land and local facilities. The site will complement the existing St.Asaph Business Park and Kimmel Park employment sites, and will provide additional capacity for development in the central part of the A55.

  There is a "named" developer for the site who will contribute £4m of direct private sector investment into the Project. The Project is expected to secure private sector leverage of £185m and will create up to 3,000 indirect or construction jobs. A joint venture mechanism will be used to generate a return on investment. This will be used to fund future projects within the Land and Property Development Programme.

  The Project will be completed by 2021.

  The total Project cost is £10m.

- **Warren Hall Strategic Site Project**
  [Lead Sponsor: 6 Local Authorities]

Warren Hall is a major strategic site in Flintshire that has been in public sector ownership since the early 1990's. Although some primary road junction infrastructure has been installed, the site remains undeveloped and incapable of further development until additional on-site infrastructure has been provided. The site is located close to the A55 and has planning consent.

Funding is required to support up-front infrastructure costs. The site comprises 65Ha of land available for development. The proposals include a mixed-use development of housing and Business Park, and will complement and capitalise on the success of the Deeside Industrial Zone and Chester Business Park.

There is clear evidence of demand from the private sector, and major enquiries are currently under discussion. However, private investment cannot be secured and interest can't proceed unless the primary infrastructure is provided.

The site has the potential to generate private sector investment leverage of £55 million, with a scope for up to 4,000 indirect or construction jobs.

The Project will be delivered between 2019-2021.

The total cost of the Project is £15m.

- **Expansion to Wrexham Business Park Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of this Project is to bring forward an extension to the Wrexham Technology Park – which is a strategic site located between the town centre and the main A483 road corridor. Additional brown field site is available for development, but new road access is required, together with improved junctions on the A483, electricity grid connections and other new primary infrastructure.

Recent progress by Welsh Government to support significant junction improvements to be delivered over the next few years means that the site can now be bought forward for development.

The site comprises 5Ha of development land, in four plots, with a proven demand from the private sector for development. A major local occupier with significant growth and job creation potential is known to require additional development land.

Funding is required in order to support up-front infrastructure work to bring forward the site. The site has been in public ownership for many years and has not progressed due to the inadequate infrastructure supporting the site. The site has the potential to accommodate significant opportunities for digital and financial services employment opportunities.

The Project will deliver direct private sector investment of £2 million. It is also considered that there will be an additional indirect leverage of £32.4 million. The Project will generate up to 1,000 direct jobs and 500 indirect jobs.

The Project will be delivered between 2022-2025.

The total Project cost will be £11 million.

- **Parc Bryn Cegin, Bangor Project**
  [Lead Sponsor: 6 Local Authorities]

Parc Bryn Cegin is a strategic development site close to the A55 on the outskirts of Bangor. The site has remained undeveloped – despite investment in primary infrastructure in the early 2000's.

There is known private sector interest in the site and area, in particular in view of opportunities related to the energy sector and Wylfa Newydd. However, the return on investment is not deemed sufficient to persuade private sector developers to build units for occupation on terms acceptable to potential occupiers.

Funding is required to provide industrial floor space to meet known demand for units. It is proposed that up to 10km^2 of industrial and B1 floor space will be provided on the site. The completed development could be sold on completion, either to end users or on the investment market. There is potential for a return on some of the investment made from the sale of the occupied units.

There is scope to generate 250 indirect jobs, and up to 5 large businesses could be accommodated. It has potential to generate £12m private sector leverage.

The total cost would be £12million.

The Project will be delivered between 2019-2021.

- **Sites and Premises Fund Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of the Project is to enable on-going arrangements to increase the supply and delivery of sites and premises in North Wales.

The defined early "Projects" within the Programme are sites where pump-priming investment is needed to bring forward development. These sites will produce income generated from rents and disposals of land and property that has successfully achieved occupation. This Project will enable income from such sites to be recycled to fund further "land and property" projects in the region.

The Project will require a high-level joint venture between the Welsh Government and North Wales Economic Ambition Board.

Funding is required in order to support the de-risking of certain sites and provide up-front infrastructure costs. There will also be revenue costs associated with this Project to fund a technical expertise unit at a cost of £250,000 annually.

The outcome aver 15 year period will be to deliver 100Ha of "shovel ready" business land provided, and 15m^2 of business space provided. There is potential to achieve a private sector leverage of £180m, with the creation of 2,500 indirect or construction jobs.

The total cost of the Project is £41.2m.

The Project will be delivered over a period between 2020 and 2025.

- **Housing Acceleration Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of the Project is to provide easier access to funding for local and regional house-builders to accelerate the rate of house building across the region. The aim is to

work in partnership with the Development Bank of Wales to ring-fence, expand the scope of, and promote specific loans which are targeted at the SME house-building sector within the region.

There are a series of "stalled sites" across the region where progress has been halted for a variety of reasons, such as viability issues caused by high infrastructure costs and limited access to affordable finance for SME's. Problems accessing finance limits the ability to unlock stalled sites which is a key barrier to house-builders in the region.

Supporting small and medium sized house-builders will have a direct knock-on effect on the local economy, as they in turn use local suppliers to source materials and skills.

Funding is required in order to enlarge the Property Development Fund delivered by the Development Bank of Wales, enabling a £30m allocation to be ring-fenced for projects in North Wales.

Only sites with planning permission for housing, will be considered for support under this Project.

The Project will achieve a £190m private sector investment as leverage, and at least 1,000 new homes - with 25% as affordable homes. It has the potential to create up to 1,250 indirect or construction jobs across the region.

The total cost of the Project is £40million.

The Project will be delivered between April 2020 and March 2025.

3. Smart Access to Energy Programme

This Programme includes a package of Projects that will focus on positioning North Wales as one of the leading UK locations for low carbon energy generation and production, as well as innovative small scale smart local energy networks. It will focus in particular on capitalising on the opportunities from the £15 billion investment taking place as a result of the Wylfa Newydd Nuclear Power Station.

- **Holyhead Port & Breakwater Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of the Project is to upgrade and improve the infrastructure of Holyhead, a strategic gateway into North Wales and the UK. The Project will provide new deep-water cruise and heavy loading facilities, thereby, maximising the economic impact of the raft of North Wales energy projects, in particular Wylfa Newydd.

The Project will be developed and delivered in partnership with the private sector. Stena Line, the owners and operators of the Port of Holyhead, have made a clear commitment to inject private sector funding into the Project.

There is an urgent need for improved port facilities for the loading and unloading of heavy items. Very strong indications have been given by potential key customers that they will use Holyhead Port if the appropriate infrastructure improvement are delivered. This includes Horizon for the purpose of Wylfa Newydd.

Funding is required in order to support the infrastructure improvements to the Port, including reclamation of a site to deliver a multi-purpose berth and flexible holding area and the development of an integrated deep-water berth, enabling visits from larger cruise ships. There will also be a breakwater restoration scheme as part of the Project and the introduction of technologies to enable Holyhead to become the UK's first "smart" Port.

The Project will deliver up to 1,250 direct jobs and 1,400 indirect of construction jobs, and 17 acres of new and improved port facilities.

The overall Project cost is £80m, with a direct private sector contribution of £45m.

The Project will be delivered between April 2019 and March 2023.

- **Trawsfynydd Power Station Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of this Project is to represent the first phase of infrastructure development to enable further energy-related development to take place at Trawsfynydd.

The site is within the designated area of the Welsh Government's Snowdonia Enterprise Zone – its inherent characteristics, infrastructure and grid connections lending itself well to further energy related development.

Funding is required in order to support complex feasibility studies in relation to the site, and upgrading infrastructure to and from the site. The aim is to enable the site to have the necessary licence to host a Small Modular Reactor.

Strong links have already been forged with key Small Modular Reactor developers, industry bodies, and governments, and consequently the benefits offered by the Trawsfynydd site are now widely recognised.

There is strong synergy between this Project with the ongoing and proposed developments at Bangor University, especially in Research & Development. The activities of the Energy Catapult Project, for example, will align closely with the Trawsfynydd Project, and enable innovation and testing to take place on advanced technology.

The Project will lead to 250 direct jobs, over 1,000 construction jobs, and support over 600 new long-term jobs across the North Wales supply chain. It has the potential to achieve a leverage of £2bn in private sector investment.

The total cost of the Project is £10.1m.

The Project will be delivered between April 2019 and March 2030.

- **Morlais Project**
  [Lead Sponsor: 6 Local Authorities]

The Morlais Project is one of the most innovative marine energy Projects in the World. The Project will provide a "plug and play" seabed zone where tidal stream turbine manufactures can install their turbines to generate energy.

The Project has identified sub-tenant customers with a range of technologies, a deliverable route to commercial readiness and proximity to expandable grid connectivity.

It has the potential to provide an output of 180MW of energy.

This Project has seven named tidal turbine manufactures signed up on the sequential contracts. It will generate a new innovative method of generating energy through renewable sources. The development will be the first of its kind, and may well lead the way in the tidal stream energy sector.

Funding is required in order to support up-front infrastructure costs to develop the "plug and play" model. The Project will deliver a fully consented and connected zone for commercial roll-out, with the potential of private sector leverage of £720m with 8 turbine manufacturing companies establishing bases in the region. The Project will facilitate over 300 direct jobs.

The cost of the Project is £28m and the Project will be delivered between 2019-2022.

- **Smart Local Energy Network Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of this Project is to develop sustainable local energy solutions for communities across the region. There are significant opportunities for local energy generation in the region, but often these are constrained by grid capacity, especially in rural and peripheral areas. The project will support local community owned sustainable electricity generation schemes and develop local energy networks that provide balanced energy generation in rural areas where a mix of hydro, wind and solar generation, supported by storage and gas storage solutions, can provide a 24/7 mix of renewable energy. It will also deliver a pilot Project for producing hydrogen in modular facilities to support decarbonisation of transport networks.

The project would seek to develop local energy networks that improve resilience, use energy generated more locally, and store energy for times when gaps in supply occur.

Funding is required in order to support small-scale infrastructure costs associated with delivering the project. The project would be a means of demonstrating the potential of these solutions in rural and peripheral areas.

The Project will deliver a network of local energy networks across the region, empowering community, enterprises, and creating 25 direct jobs. It has the potential to achieve £3m of private sector leverage.

The overall Project cost is £18m.

The Project will be delivered between April 2019 and March 2023.

4. Smart Technology & Innovation Hubs Programme

This Programme includes Projects that will deliver world-class resources in sector leading facilities, building on expertise in the region to maximise local economic impact from research and technology. It will focus in particular on opportunities in low carbon energy and advanced manufacturing.

- **Sustainable Energy Centre & Nuclear Energy Catapult**
  [Lead Sponsor: Bangor University]

  The purpose of this Project is to establish world-class facilities and expertise on Sustainable Energy with a strong nuclear focus. The economic opportunities for a Nuclear Energy Catapult arise from the proposal to build a £15bn new nuclear power station Anglesey and the plans by Rolls Royce, GE Hitachi and others to develop SMR technologies relevant to Trawsfynydd.

  The plans in place and proposals being developed, namely the BWR Hub & Network, the academic capacity in nuclear engineering within the recently established Nuclear Futures Institute in Bangor University funded through Sêr Cymru, the attraction of world leading academics and the proposals for a Thermal Hydraulic Experimental Facility indicates a clear commitment by Bangor University, Imperial College London, Menai Science Park and their industry partners to bring transformational change to the economy of the region. These have the potential to bring about the biggest economic boost to the region in a generation.

  Catapult centres are a network of world-leading centres designed to transform the UK's capability for innovation in specific areas and help drive future economic growth. They are a series of physical centres where the very best of the UK's businesses, scientists and engineers work side by side on late-stage research and development – transforming high potential ideas into new products and services to generate economic growth.

  Funding is required in order to develop the Sustainable Energy Centre and the Nuclear Energy Catapult. The private sector will be a key partner in the development of the Centre. Companies such as GE Hitachi, Rolls Royce, The Wood Group and Horizon have shown a clear interest in supporting the Centre.

  The Centre will increase innovation in the energy sector, and levels of commercialisation of research in high value sector. It will help to support positioning North Wales as a centre of international expertise in nuclear technology and create high value jobs. It will also increase the number of graduates within high demand disciplines.

  It has the potential to create 90 direct jobs, and up to 900 indirect construction jobs.

  The cost of the Project is £87.3m.

- **Enterprise Engineering & Optics Centre Project (EEOC)**
  [Lead Sponsor: Wrexham Glyndwr University]

  The project is to build on Wrexham Glyndwr's existing expertise in advanced manufacturing and optics to provide businesses in the region with facilities, research and innovation and skills in critical areas.

  The Enterprise Engineering & Optics Centre will provide facilities targeted to boost high-level skills development for the region and enable SME's and large businesses to work in partnership with WGU on commercially driven research and development.

The provision of new state-of-the-art equipment that has wide industrial, R&D and educational application will support business in the region to deliver on the priority & growth sectors: advanced manufacturing, energy & environment, construction. Funding is therefore required to support the development of the Centre.

Key initiatives within the planned Enterprise Engineering & Optics Centre include: Precision Optics and Photonics (primarily based at St. Asaph); Microwave Technology & Composite Materials and Hydrogen Cell Technology (based in Wrexham).

Some 500 businesses will expect to be accessing services and facilities from the Centre with 30 being co-located on campus.

The total cost of the Project is £30.71m and it will create 145 direct jobs.

The Project will be delivered between April 2019 and March 2024.

- **3D Factory UK**
  [Lead Sponsor: Wrexham Glyndwr University]

The project is to build on Wrexham Glyndwr's existing expertise in advanced manufacturing to provide businesses in the region and beyond with production-level capacity in additive manufacturing.

The 3D Factory UK is the UK's first comprehensive commercial production centre for additive manufacturing, based in Wrexham.

The facility will provide commercial production level 3D printing across key materials and multiple technologies. These will include titanium, plastics, steel, nylons, ceramics and printed circuit boards. This technology will support a wide spread of manufacturing and construction industries, from automotive, aerospace and energy to health and medical.

The 3D Factory UK's physical facilities will be underpinned by senior design engineers who will be able to advise commercial partners on technology applications and design solutions and work closely with partner staff on process management.

The rise of the digitally-driven economy and "Industry 4.0" are transforming manufacturing industry and revolutionising the development and prototyping of new products. This facility will be a significant regional asset, placing North Wales at the forefront of manufacturing and supporting our place as a centre for leading-edge engineering.

Funding is required in order to support the development of the facility. The Project cost is £14.9m and it will create 92 direct jobs.

Over 300 businesses will access the facility, capitalising on the first multiple technology platform 3D Manufacturing Facility in the UK.

The Project will be delivered between April 2019 and March 2023.

- **Glynllifon Rural Economy Hub Project**
  [Lead Sponsor: Grwp Llandrillo Menai]

The purpose of the Project is to develop the role and contribution of the Grwp Llandrillo Menai Glynllifon campus to support rural economic development, specifically to stimulate economic growth and create jobs. The Rural Economy Hub (REH) will be a regional centre of excellence supporting rural enterprises with the space, knowledge and tools to enable

them to reach their productive potential. Customers and users will include pre-start-ups, start-ups and growing SMEs who will take advantage of the support infrastructure, research and innovation excellence to become competitive in the global market place.

The Hub will provide an innovation bridge between research in agriculture methods and the local farming community and the land-based sector in general. The Hub will work closely with GLLMs current Food Technology Centre at Llangefni who have a very positive regional reach and impact. The Hub will enhance this reach and impact across the region.

The REH will be a joint venture between national and regional partners with the aim of supporting the regional rural economy through nurturing entrepreneurship, innovation and enterprise development. The hub will comprise of three facilities: the **Knowledge Centre** – which is centred on creating a pool of "know-how" and practical experience to support innovation and enterprise growth in the region; **Food Enterprise Park** – including incubator space for start-ups and flexible food grade units designed to attract growing SMEs; and the **Demonstration space** – which will stimulate research and innovation in rural development across all sectors, e.g. sustainable energy, robotics and telecommunications.

The project will address the challenge of Brexit, provide higher value employment opportunities for young, skilled people and provide a solid local and regional infrastructure to support the growth and development of the rural economy.

Funding is required in order to support the infrastructure costs associated with the development of the Hub.

The Project will achieve £3m of partner investment and create at least 80 new jobs. Some 2,300sq.m. of dedicated space for specialist food grade accommodation will be developed and near 1,000sq.m. for the Knowledge Centre. Around 200 businesses will expect to be accessing services and facilities from the hub.

The total cost of the Project is £13m.

The Project will be delivered between April 2019 and December 2022.

- **Centre of Environmental Technology and Industrial Accreditation Project [Lead Sponsor: Bangor University]**

The purpose of the Project is to provide businesses with industrial-scale facilities to enable them to design and test new products and materials, and help achieve the necessary industrial and environmental standards and accreditation.

The Centre for Environmental Biotechnology (CEB) will apply Bangor University's international excellence in environmental science and biochemistry to contribute to the development, long-term sustainability and competitiveness of a new high-tech industrial sector in North Wales, providing innovative solutions to improve the efficiency and reduce the environmental footprint of traditional processes. This commercial use of natural resources in a sustainable manner or Green Growth – is a key contribution Bangor University can make to the future economic development of the region reflecting true Smart Specialisation whilst maintaining an important sense of environment and place. The CEB project thus contributes significantly to the principle of place-based innovation that is key to the Growth Deal's Smart Technology and Innovation Resource Hubs programme.

The CEB project is focused on transforming biological processes into industrial/ commercial applications (bioengineering and biocatalysis). One of many potential applications is pulp extraction for paper-making which currently takes place at 80°C, and employs corrosive, toxic and greenhouse-gas producing chemicals such as Sodium Hydroxide, Sodium Sulphide and Chlorine. In efforts to complement the current procedures, enzymatic bio-pulping is becoming an attention-grabbing approach as it offers an eco-friendly, safer, and profitable solution for the pulp and paper industry.

The Accreditation Arm of the Centre will provide Welsh and wider UK businesses with industrial-scale facilities to enable them to design and test new products and materials for a wide range of high value sectors, including: nuclear, solar photovoltaics, photonics, aerospace, automotive and space technology. This facility will enable businesses achieve the necessary industrial and environmental standards and qualifications, providing direct commercial benefits by decreasing time to market and improving product quality/conformance, for example, for export.

The proposed Centre will provide access to highly specialised equipment supported by world-class academic expertise, focussing not just on engineering product design but on commercially vital lifetime and reliability testing. This capacity will be a critical addition to the engineering and manufacturing research and development infrastructure in the region and the UK post Brexit.

The Centre will provide access to highly specialised equipment supported by world-class academic expertise, focussing not just on engineering product design but on commercially vital lifetime and reliability testing. This capacity will be a critical addition to the engineering and manufacturing R&D infrastructure in the region. Private sector project partners include TWI - one of the world's foremost independent research and technology organisations, with expertise in materials joining and engineering processes - Qioptiq Ltd (North Wales) and IQE Ltd (South Wales) - the leading global supplier of advanced wafer products and wafer services to the semiconductor industry and a Welsh company at the forefront of the compound semiconductor industry for more than twenty-five years. Supporters / potential customers from across North Wales include Raytheon UK, QinetiQ Group plc, Denis Ferranti Group, PPM Technology, Siemens, Menai Organics, Dyesol Ltd, and UK Micromachining Ltd.

Funding is required in order to support the development of the Centre, enabling investment in world-class facilities and equipment.

The Project will achieve £20.1m of partner investment and create at least 50 new jobs.

The total cost of the Project is £29.15m.

The Project will be delivered between April 2019 and March 2023.

- **The Wrexham Food Centre Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of the Wrexham Food Centre is to strengthen and enhance the regional food and beverage sector, improve opportunities for local people to start and grow food-based businesses; and demonstrate best practice in energy use and sustainability. These

objectives will be achieved through the development and provision of speculative business units and a Hub to support the regional food industry.

Meeting the needs of the food and drink manufacturing sector can be complex considering the varying fit-out requirements for different food categories. Without exception, successful food parks have required public intervention to become established. Best practise indicates the provision of 1,250 sq.ft. (115m2) units up to 5,000 sq.ft. (465m2) units with the opportunity for businesses to share individual units. The positioning of units is important in order to allow businesses to access multiple units to grow. The North Wales region has a strong food and drink offering and the development of the Wrexham Food Centre is designed to complement existing and prospective projects at mid and west North Wales. Wrexham Food Park should include 'grow on space' for long-term development of the industry as well as enable Wrexham to compete for inward investment. Focus in the short to medium term must be to be develop speculative rental units with onsite support to create a small sector cluster and an appropriate skills base for the future.

The Project will achieve c. £300k of private sector rent and service charges pa through providing a total of over 23,000sq.ft. (2,135m2) NIA lettable space for production units with associated Hub Office with meeting rooms and hot desk office space. The gross number of jobs supported at maximum capacity is estimated at 60 jobs

The total cost of the Project is £10m.

The Project will be delivered between April 2019 and December 2023.

5. Regional Growth Business Fund & Hubs Programme

This Programme will deliver Projects that will provide financial, technical and coherent advice to businesses in the region, focusing in particular on accelerating the rate of decarbonisation and promoting innovation with the business base.

- **The North Wales Regional Business Growth Fund Project(RBGF) [Lead Sponsor: 6 Local Authorities]**

The North Wales Regional Business Growth Fund (RBGF) is a targeted, dedicated regional suite of business support aids that will lever in significant private sector investment and accelerate the rate of decarbonisation within the North Wales business base. The RBGF will complement existing services and strategic projects across North Wales, adding substantial value to the area's current offer and ensuring that business support and advice is much more co-ordinated and coherent across the region. The Project has been designed and developed by the private sector in the region.

The focus for the Regional Business Growth Fund is to ***accelerate Innovation, increase Productivity and Harness Local Talent through the following:***

Accelerating Innovation

- Cultivate and Commercialise World Leading Research & Development
- Adoption and Commercialisation of Digital - Industry 4.0 technologies across all Sectors
- Increasing Knowledge Transfer and collaboration

Increasing Productivity

- Increasing Exports
- Boost Supply Chain / Accreditation development
- Targeted Marketing of the North Wales region
- Supporting Clean Business Growth – Accelerate the decarbonisation of the business base

Harnessing Local Talent
- Boosting Graduate Recruitment and Retention

Funding is required in order to support the development of the Business Growth Fund.

The Project will achieve circa £100m of private sector investment as leverage, create at least 1250 new jobs, increase export sales by over £80m, deliver 140 significant R&D projects and save 450,000+ tonnes of carbon within the NWMD region. 1000s of businesses will benefit ranging from micro-businesses (which are usually excluded or ineligible) to the very largest in the North Wales economy.

One key component of the Project is the establishment of a "Business Growth Hub" to deliver a more co-ordinated and integrated support network for businesses. It will enable the co-location of existing officers working in various organisations to achieve a more co-ordinated, joined-up service in the region.

The total cost of the Project is £52.5m.

The Project will be delivered April 2019 and March 2024.

6. Pathways to Skills & Employment Programme

This Programme includes Projects that will tackle economic inactivity and deliver a more co-ordinated skills and employment advice and support service in the region.

- **Information & Advice Gateway**
  [Lead Sponsor: 6 Local Authorities]

The aim of the project is to facilitate the upskilling of the North Wales Population for future employment needs, by improving the regional skills and employment knowledge, advice and support available across the region for individuals, employers and service providers.

This is a bespoke enabling project that will support delivery of a number of other key growth deal projects by ensuring appropriate skilled labour is available at the right time and in the right place that is also aligned to and supportive of national policy.

Work will be focused on increasing the level of impartial employer engagement in the region, to increase and share knowledge about future employment and training needs and stimulate apprenticeships. Providing a brokerage service for skills development and recruitment for large regional projects, to aid successful implementation and capitalise on skills development opportunities. Piloting Welsh Governments 'Employment Advice Gateway' in the region, including an Adult Bursary Scheme, to influence and increase the

availability of good quality impartial advice and support, to inspire people to train in skills related to future job opportunities in North Wales.

The project will aim to stimulate an 8% shift in skilled labour available in the regional market by 2034, with a 50% increase in the number of higher level apprenticeships in key and growth sectors undertaken and 4000 job opportunities taken up by the local workforce, facilitated via the brokerage service by 2024.

Funding is required to support the pilot, stimulate employer engagement and resource the brokerage service and adult bursary scheme. Private sector investment of circa £1.5m will be leveraged for the brokerage service.

The total cost of the project is £15.3m.

The project will be delivered between 2018 and 2024.

- **Employability Pathway**
  [Lead Sponsor: 6 Local Authorities]

It is important to recognise that for those who need help and support in to employment, many are not thinking about work, are not job ready and/or have too many barriers in their way. To support these people on their journey to employment, there is a need to respond locally with bespoke support, but added value in the response can be achieved through a regionally co-ordinated approach.

The aim is to develop a Regional Employability Pathway Framework, which partners in the region would sign up to and use to influence their funding, commissioning and service delivery decisions. The Framework is underpinned by the delivery of a variety of programmes and services both locally and regionally and will be complimented by the National commissioning of the Working Wales employability programme contracts, currently out for tender.

Work will focus on better understanding and co-ordination of the delivery of these programmes and services within the commonality of the Framework, to make best use of available funding, especially in the changing landscape of funding, with the ending of ESF funding.

The project will aim to achieve a 15% reduction in the number of people claiming work related benefits and a 20% reduction in the number of households claiming work related benefits by 2024.

Funding is required initially to stimulate the framework development and co-ordination activity.

The initial cost of the project is £0.3m.

The project will be delivered between 2019 and 2024.

7. Skills Centres of Excellence Programme

This Programme includes a package of Projects that will improve the skills infrastructure in the region to increase the supply of skills in key growth sectors.

- **Renewable Energy and Digital Precision Technology Centre [Lead Sponsor: Coleg Cambria]**

  The vision is to create a centre of excellence in renewable energy technologies that will act as an innovation demonstrator platform and test bed for new and existing renewable low carbon technologies. This will facilitate growth in the commercial Agricultural sector in North Wales and wider regions through the efficient use of digital precision primary food production.

  The digitalisation of the sectors and the business infrastructure delivering rural sustainability are all closely related with the skills base, and the future development of innovation. The aim is to provide a dynamic workforce with the correct skills and knowledge for the rural and wider Welsh economy.

  This project fits into the vision by Welsh Government that Wales becomes a global leader in clean energy and low carbon electricity generation, and the aspirations of 'best in class' of Wales industry in future years.

  The project will be achieved by working in partnership and forming close collaborations a range of organisations including: Welsh Government; Natural Resource Wales (NRW); Local Government; A range of appropriate Universities - UK and international; Tillhill / BSW Forestry management, wood processing and transport logistics; LEAF-FACE (Linking Environment and Farming- Food and Countryside Education with links to schools and careers education); National Renewable Energy businesses - The Greener Group, FreEnergy, Aeolus Energy group. Dulas; UK renewables; Wales farming unions (National Farmers Union - Cymru, Farmers Union Wales); Young Farmers Wales (YFC Wales); Levy boards (AHDB, HCC); General public and local/regional communities; plus a further range of blue chip businesses Regional, National and International.

  The project will aim to improve the uptake of renewable energy projects with a target of 40 projects over five years, along with improved knowledge transfer to 500 businesses/communities. It will provide a test bed for commercial testing of near market technology, with the target of 20 projects over the next five years, whilst delivering economic rural diversification enhancement.

  Capital funding is required towards building development and equipment and machinery purchase. Private/commercial sector and Coleg Cambria investment of £5m each is being leveraged, to match fund the ask from the Growth Deal bid.

  The total capital cost of the project is £20m

  The capital element of the project will be delivered within 2 years of the funding being secured.

- **North Wales Tourism & Hospitality Centre of Excellence [Lead Sponsor: Grwp Llandrillo Menai]**

The Tourism and Hospitality Centre of Excellence aims to provide targeted skills development, product research and business support across North Wales. It seeks to increase the resilience of tourism businesses, support the development of sustainable high value tourism jobs, position tourism as an aspiration career choice and support the growth and value of the tourism industry in North Wales.

It will operate in partnership with the private sector as a hub and spoke model. The primary skills excellence hub will be a purpose-built new facility at Coleg Llandrillo in Rhos-on-Sea with much of the training and development being delivered by partner tourism businesses across the region, supported by the very latest training delivery technology in bespoke training facilities.

The hub and spokes will provide training, exhibitions, taster sessions and real work experience to several cohorts including: school pupils, full-time post 16 learners, apprentices and those who are not in employment, education or training. Facilities will be developed that support the development of the skills in demand across the sector with each spoke potentially developing a different area of training. An integral part of this will be that each spoke will commit to operating a high quality apprentice scheme that could be in partnership with other smaller or newer business.

Strong engagement and support is being demonstrated by the private sector with partners involved so far including Zipworld, Surf Snowdonia, Always Aim High, Continuum/Greenwood Forest Park, Dylan's, North Wales Tourism, British Hospitality Association, Llandudno Hospitality Association, Wrexham County Council, Conwy County Borough Council, DWP/JCP. Letters to formally register their interest in the project have been received from a number of these partners.

The project aims to achieve 45 new junior apprenticeships and 50 new apprenticeship opportunities, with 480 hospitality and tourism level 1 to 3 qualifications available at the Hub and Spokes across North Wales.

Funding is required to establish the hub and spoke model, with a potential leverage of £1.25m private sector investment and £5m investment from Grwp Llandrillo Menai.

The total anticipated cost of the project is £16.25m

A timeframe for the delivery of the project currently being developed.

- **North Wales Rail Engineering Centre of Excellence**
  [Lead Sponsor: Grwp Llandrillo Menai]

The purpose is to develop workforce skills in rail engineering that support rail infrastructure improvements in Wales and North West / Mid England.

Aligned with the aspirations set out in Growth Track 360, the West and Wales Rail Prospectus and discussions between Network Rail, Grwp Llandrillo Menai and Denbighshire County Council, this project will provide a highly skilled regional workforce, able to support the significant rail infrastructure improvements required across North Wales. To achieve this, a new North Wales Rail Engineering Centre of Excellence will be developed in the town of Rhyl.

The centre will house a wide range of skills development opportunities across the broad spectrum of rail engineering. Training will be offered to those seeking employment and to those wishing to upskill. Initially the centre will focus on signal engineering to meet the demands of the ongoing upgrade to the North Wales line.

The project will aim to deliver 1000 training days for upskilling, 24 new junior apprenticeships, 36 rail engineering trainees and 24 rail engineering apprenticeships in the each year. With the development of a new higher education programme in rail engineering in year two.

Capital funding is required to fund the development of the infrastructure of the facility and will leverage £0.5m from Network Rail, along with £3.5m from Grwp Llandrillo Menai.

The total capital cost of the project is £7.5m

The construction of the centre can potentially commence in the summer 2019 with completion the following year.

- **Regional STEM – Achieving Excellence in Skills Development**
  [Lead Sponsor: TBC – currently with Regional Skills Partnership]

  This project is in its early development phase and is currently being scoped by the Regional Skills Partnership, ensuring it interlinks with other STEM related projects taking place in the region.

- **North Wales Health & Social Care with Higher Education –Achieving Excellence in Skills Development**
  [Lead Sponsor: TBC – currently with Regional Skills Partnership]

  This project is currently at concept stage and the Regional Skills Partnership has commissioned a piece of work to understand the skills requirements in the region for Health and Social Care, to inform the scoping of a solution.

- **North Wales Digital Automation –Achieving Excellence in Skills Development**
  [Lead Sponsor: TBC – currently with Regional Skills Partnership]

  This project is co-dependent on the Digital Skills for North Wales project. It is currently at concept stage and the Regional Skills Partnership has commissioned a piece of work to understand the skills requirements in the region for digital automation, to inform the scoping of a solution.

8. Strategic Transport Programme

This Programme will include Projects to improve local transport infrastructure to support accessibility and connectivity.

- **Strategic Transport Project**
  [Lead Sponsor: 6 Local Authorities]

The purpose of the project is to improve transport connectivity across North Wales. The transport network is heavily dependent of private cars and good vehicles to service business and tourism. Journey times are long, there is increasing congestion on the road network, public transport provision is fragmented and there is little integration between transport modes.

The project will deliver a number of Integrated Transport Zones across North Wales. These are areas where there is conflict between local journeys and longer distance travel on the strategic road network. This causes specific congestion points, impacting on access to employment and services, reducing the ability to travel to work and adds costs to business supply chains.

Integrated Travel Zones have been identified for the following locations**:**

- Deeside Corridor
- A483 and Wrexham Town Centre
- Prestatyn, Abergele, St Asaph and Llandudno, Conwy, Colwyn Bay
- Caernarfon Menai Corridor
- North Anglesey

In addition there are some region wide projects aimed at preparing the ground for decarbonisation of transport, improving integration between modes and providing public transport solutions in rural and peripheral areas currently dependent on private cars for transport.

Funding is required in order to deliver intertied transport projects in the areas identified above. The project will be delivered between March 2019 and March 2024.

The project supports all other projects in the Proposition bid and outcomes and outputs are likely to be related to transport objectives rather than specific job and private investment. Transport is fundamentally an enabler of economic growth and without the interventions being developed, growth will be stifled. Outcomes to be achieved from the project are:

- Enable businesses to access markets, goods, services and labour
- The local population to access employment, education and services
- Visitors to access destinations, accommodation and attractions in the region
- A fully integrated transport system that enables non private car journeys to be undertaken easily and cost effectively
- A sustainable transport infrastructure that does not damage the environment

The cost of the Project is £150million. It is estimated that the Project will create over 1,950 indirect or construction jobs across the region.

The Project will be delivered between April 2019 and March 2024.

SECTION 7 – ECONOMIC CASE

PROGRAMME	Indirect / Construction Jobs	Direct Job Creation	Direct Private Sector Investment	Private Sector Leverage *	Improved Skills Base	Current Ranking
1. Digital Connectivity						
1.1. North Wales Digital Connectivity Project	3,600	n/a	n/a	£250m	Medium Impact	2
1.2. Digital Signal Processing Centre Project	120	160	£2.5m	£15m	High Impact	1
1.3. Digital Skills for North Wales Project**	n/a	n/a	n/a	n/a	n/a	n/r
2. Land and Property Development						
2.1. Bodelwyddan Strategic Site Project	3000	-	£12m	£185m	Medium Impact	8
2.2. Warren Hall Strategic Site Project	4,000	-	-	£55m	Medium Impact	9
2.3. Wrexham Technology Park Strategic Site Project	500	1,000	£2m	£32.4m	Medium Impact	n/r
2.4. Bryn Cegin Strategic Site Project, Bangor	250	-	-	£15m	Medium Impact	16
2.5. Regional Property Fund Project	2,500	-	£20m	£180m	Medium Impact	5
2.6. Housing Accelerator Project	1,200	-	-	£190m	Medium - High Impact	4
3. Smart Access to Energy						
3.1. Holyhead Port & Breakwater Project	1,400	1,250	£45m	£80m	Medium - High Impact	7
3.2. Trawsfynydd Power Station Project	2,500	250	-	£2bn	High Impact	10
3.3. Morlais Project	300	300	£0.4m	£5m	Medium Impact	12
3.4. Smart Local Energy Network Project	190	25	-	£3m	Medium Impact	19
4. Smart Technology & Innovation Hubs						
4.1. Sustainable Energy Centre & Proposed Nuclear Catapult Project	900	90	-	£21m	High Impact	3
4.2. Enterprise Engineering & Optics Centre Project	370	145	-	£31.4m	High Impact	14
4.3. 3D Factory UK	200	92	-	£46.9m	High Impact	14
4.4. Glynllifon Rural Economy Hub Project	170	80	-	-	High Impact	18
4.5. Centre of Environmental Technology and Industrial Accreditation Project	350	50	£1m	£11.2m	High Impact	21
4.6. The Wrexham Food Centre Project	130	60	£9m	-	Medium Impact	n/r
5. Regional Growth Business Fund & Hubs						
5.1. The North Wales Regional Business Growth Fund (RBGF)	-	1,250	-	£97.6m	Medium Impact	17
6. Pathways to Skills & Employment						
6.1. Information & Advice Gateway	-	-	£1.5m	-	High Impact	11
6.2. Employability Pathway					High Impact	22
7. Skills Centres of Excellence						
7.1. The Carbon Neutral Farm - Renewable Energy and Digital Precision Technology Centre			£5m		High Impact	13
7.2. North Wales Tourism & Hospitality Centre of Excellence	115		£1.25m		High Impact	15
7.3. North Wales Rail Engineering Centre of Excellence	48		£0.5m		High Impact	20
7.4. Regional STEM - Achieving Excellence**						n/r
7.5. North Wales Health & Social Care with Higher Education - Achieving Excellence**						n/r
7.6. North Wales Digital Automation - Achieving Excellence**						n/r
8. Strategic Transport						
8.1. Regional Strategic Transport Project	1,950				Medium Impact	6
TOTAL:	**23,793**	**4,752**	**£99.7M**	**£3.215BN**		

**** the value of private sector investment achieved as a direct consequence of the project being delivered***

***** under development***

SECTION 8 – FINANCE AND FUNDING

PROGRAMME	COSTS AND FUNDING					Current Ranking
	Total Investment / Costs	Direct Private Sector Contribution	Other Contributions from Various Partners	Regional Growth Deal Contribution Capital	Regional Growth Deal Contribution Revenue	
1. Digital Connectivity						
1.1. North Wales Digital Connectivity Project	£56.7m	-	£29.2m	£27.5m	-	2
1.2. Digital Signal Processing Centre Project	£7.6m	£2.5m	£2.1m	£3m	-	1
1.3. Digital Skills for North Wales Project**	n/a	n/a	n/a	n/a	n/a	n/r
2. Land and Property Development						
2.1. Bodelwyddan Strategic Site Project	£22m	£12m	-	£10m	-	8
2.2. Warren Hall Strategic Site Project	£15m	-	-	£15m	-	9
2.3. Wrexham Technology Park Strategic Site Project	£11m	£2m	-	£9m	-	n/r
2.4. Bryn Cegin Strategic Site Project, Bangor	£12m	-	-	£12m	-	16
2.5. Regional Property Fund Project	£41.2m	£20m	-	£20m	£1.25m	5
2.6. Housing Accelerator Project	£40m	-	£10m	£30m	-	4
3. Smart Access to Energy						
3.1. Holyhead Port & Breakwater Project	£80m	£45m	-	£35m	-	7
3.2. Trawsfynydd Power Station Project	£10.1m	-	-	£10.1m	-	10
3.3. Morlais Project	£28m	-	£19m	£9m	-	12
3.4. Smart Local Energy Network Project	£18m	-	£6m	£12m	-	19
4. Smart Technology & Innovation Hubs						
4.1. Sustainable Energy Centre & Proposed Nuclear Catapult Project	£87.3m	-	£68.6m	£18.7m	£3.5m	3
4.2. Enterprise Engineering & Optics Centre Project	£30.7m	-	£20.3m	£10.4m	-	14
4.3. 3D Factory UK	£14.9m	-	£3.9m	£11.05m	-	14
4.4. Glynllifon Rural Economy Hub Project	£13m	-	£3m	£10m	-	18
4.5. Centre of Environmental Technology and Industrial Accreditation Project	£29.1m	£1m	£20.1m	£8m	-	21
4.6. The Wrexham Food Centre Project	£12m	£9m	-	£3m	-	n/r
5. Regional Growth Business Fund & Hubs						
5.1. The North Wales Regional Business Growth Fund (RBGF)	£52.5m	-	£0.75m	£41.6m	£10.9m	17
6. Pathways to Skills & Employment						
6.1. Information & Advice Gateway	£15.2m	£1.5m	£0.75m	-	£13.021m	11
6.2. Employability Pathway	£0.321m	-	-	-	£0.321m	22
7. Skills Centres of Excellence						
7.1. The Carbon Neutral Farm - Renewable Energy and Digital Precision Technology Centre	£20m	£5m	£5m	£10m	-	13
7.2. North Wales Tourism & Hospitality Centre of Excellence	£16.25m	£1.25m	£5m	£10m	-	15
7.3. North Wales Rail Engineering Centre of Excellence	£7.5m	£0.5m	£3.5m	£3.5m	-	20
7.4. Regional STEM - Achieving Excellence**	n/a	n/a	n/a	n/a	n/a	n/r
7.5. North Wales Health & Social Care with Higher Education - Achieving Excellence**	n/a	n/a	n/a	n/a	n/a	n/r
7.6. North Wales Digital Automation - Achieving Excellence**	n/a	n/a	n/a	n/a	n/a	n/r
8. Strategic Transport						
8.1. Regional Strategic Transport Project	£150m	-	£75m	£75m	-	6
TOTAL:	**£790.3M**	**£99.7M**	**£272.2M**	**£393.8M**	**£28.95M**	

**** the value of private sector investment achieved as a direct consequence of the project being delivered***

***** under development***

GWYNEDD COUNCIL CABINET

Report for a meeting of Gwynedd Council Cabinet

Date of meeting:	**3 July 2018**
Cabinet Member:	**Councillor Nia Jeffreys**
Contact Officer:	**Helen Mary Parry**
Contact Telephone Number:	**01286 685027**
Title of Item:	**Gwynedd Council's response to new data protection legislation (General Data Protection Regulation or GDPR)**

1. THE DECISION SOUGHT

1.1. For the Cabinet to adopt the attached policy and procedure that have been amended as part of the work of addressing the new requirements in data protection legislation.

2. THE REASON FOR THE NEED FOR A DECISION

2.1. To ensure that the Cabinet approves the documents and that the Cabinet is also aware of the preparatory work that has been undertaken by the Council in response to the changes in legislation.

3. INTRODUCTION AND RELEVANT CONSIDERATIONS

Data protection legislation controls the Council's use of information about people. As a public body, we retain, share and use thousands of pieces of information about the residents of Gwynedd and beyond, as well as staff and service users.

In some specific fields, such as the Adults, Children and Education services, we deal with extremely sensitive information.

On 25 May 2018, a significant change took place in the framework that is in place to regulate the use of personal information.

The General Data Protection Regulation (GDPR) came into force and, on the same day, the Data Protection Act 1998 was superseded by the Data Protection Act 2018.

Their purpose is to tighten the rules by requiring organisations to prove their compliance, and by granting individuals enhanced rights.

As part of the changes, the maximum penalty for breaching the rules has increased to **£18 million** (or €20 million).

Changes

The new legislation places a number of responsibilities upon organisations, which are summarised below:

1. Record where our information is kept – information asset register

We must keep a record of where we keep information, the retention period, whether we share it with external bodies and the reason for holding the information.

Progress

A considerable amount of work has already been undertaken in all departments, and it is hoped that this will be completed by the end of the summer.

2. Privacy statements

More information needs to be provided to people regarding the use made of their personal details.

Progress

We have revamped our general statement on the website, and some services have placed their own statements on the website. Due to the scale of the task and the different methods of gathering information, it is anticipated that the remainder of the work will happen over the longer term.

3. Breaches

A data breach means a situation where information is stolen, lost or unintentionally disclosed. Serious breaches must be reported to the Information Commissioner's Office within 72 hours of notification, and the individuals concerned must also be notified.

Progress

A reporting procedure is already in place, but it requires some modifications to ensure that it reflects the changes above.

4. Designation of a Data Protection Officer

A Data Protection Officer must be designated. This is an independent statutory role, similar to the role of the Monitoring Officer. The purpose of the post is to monitor compliance with the act, to advise on data protection requirements and act as a contact point for the Information Commissioner's Office and the public.

Progress

Helen Parry, Information Manager, is the officer appointed to the role.

5. Data Protection Impact Assessment

We are familiar with impact assessments in the fields of equality and the environment. An impact assessment will now be required on new projects that could affect, or risk privacy.

Progress

The template and paperwork are ready. It must be ensured that this is embedded in all the Council's new or proposed activities which could affect individual privacy in one way or another.

6. Contracts

If we enter into contracts with external organisations, and they process personal information on our behalf, the contract must include specific clauses to reflect this relationship.

Progress
A new legal contract has been produced, discussions have been held with the procurement team, and work is continuing to ensure that future contractual arrangements are appropriate.

7. New rights for individuals

Individuals have been given new rights, and there are changes to current rights.

Progress

New guidance and procedures have been produced for the right to access to information. Further work is required on some other aspects.

Roles and responsibilities

The Information Management and Security Group oversees the GDPR work programme. There is representative from every department on the group, and its purpose is to ensure that the Council complies with information legislation, to provide a view on draft guidance or policies, to act as a contact point for the services and to highlight any specific risks.

The group is chaired by Geraint Owen (Head of the Corporate Support Department) in his role as the SIRO (Senior Information Risk Owner), a role that requires him to have an overview of the Council's information risks. He prepares an annual report that identifies these risks.

It should be noted that information governance is on the corporate risk register.

4. NEXT STEPS AND TIMETABLE

4.1. Once the policy and procedure have been adopted, they will be placed in the Policy Centre where each staff member will be required to read and accept them.

The GDPR work programme will be continue to be monitored by the Information Management and Security Group.

5. ANY CONSULTATIONS UNDERTAKEN PRIOR TO RECOMMENDING THE DECISION

5.1. **Views of the Statutory Officers:**

i. Monitoring Officer:

I understand that the Legal Service has advised on the policy, and I am content the document reflects the law in terms of the GDPR. There is a significant challenge to comply with the legal requirements. The report notes what has been achieved to date, and also what is required to be done in the short and longer term. The Information Management and Security Group will monitor the arrangements continually in order to assure conformity with the requirements and to control the risks that arise from the process.

ii. Head of Finance Department:

Adopting the new Data Protection Policy and the Information Security Procedure would ensure that the new requirements on the Council because of the Data Protection Act 2018 and the General Data Protection Regulations have been incorporated formally in our procedures. A decision by the Cabinet to adopt these documents will not create a new spending commitment. Information security is already essential in providing Council services; since the new requirements are building on this, services are expected to act as necessary within their existing resources.

Appendices

Appendix 1 - Data Protection Policy
Appendix 2 - Information Security Operational Procedure
Appendix 3 – Equality Impact Assessment

Gwybodaeth dan Reolaeth

Gwynedd Council

DATA PROTECTION POLICY

3.0

June 2018

Information Management Service

1. Introduction

In undertaking its work, the Council will create, gather, store and process a large amount of personal information about members of the public, staff, customers, service users and others.

Therefore, it is necessary to adhere to data protection legislation – the General Data Protection Regulation 2016 and the Data Protection Act 2018.

2. Purpose

The purpose of this policy is to set out the responsibilities of the Council and its staff to comply fully with data protection legislation.

3. Scope

Compliance with the legislation and adhering to the policy and principles as outlined below is the responsibility of all members of staff. Further information and guidance can be found on the intranet.
Any deliberate breach of the policy may lead to disciplinary action or even a criminal prosecution.

4. Personal and Sensitive Data

Personal data is information about a living individual who is identifiable from that information.

Sensitive information is classified as 'special category' data (Appendix 1) and particular care must be taken when using this data.
This is information relating to:

Race, ethnicity, health, political beliefs, trade unions, biometric or genetic information, religion, sexual life or sexual orientation.

5. Principles

In simple terms, the Council is required to adhere to the principles of data protection.

According to Article 5 of the GDPR:

a) Information must be processed lawfully, fairly and in a transparent manner

b) It must be collected for specified purposes and not used in a manner that is incompatible with those purposes

c) Personal data must be adequate, relevant and limited

d) Data must be accurate and kept up to date

e) It must not be kept for longer than is necessary

f) It must be processed in a manner that ensures appropriate security of the data

6. Lawful Conditions for Processing

In order for it to use personal information, the Council must have a lawful basis. In addition, the processing of sensitive information requires additional processing conditions.
These are noted in Appendix 1.

The Council will document the lawful basis of processing for its activities and inform individuals via its privacy notices.

7. Consent

Consent is only one of the conditions for processing. As the Council is a public authority, it is unlikely that consent will be appropriate as a lawful basis for processing and therefore, where possible, alternative justification should be used (e.g. official authority or contract).

Where consent is used, it must be freely given, specific, informed and unambiguous. Silence, pre-ticked boxes or inactivity does not constitute consent.

8. Privacy Statements

Under the fair and transparent requirements of the first data protection principle, the Council is required to provide individuals with a privacy notice to let them know what it does with their personal information.

A template is available on the intranet.

9. Data Retention

Personal information should not be kept for longer than is necessary. If it is no longer required, it must be disposed of securely, or deleted (if in electronic form).
Please contact the Information Management Service for information about our retention periods.

10. Record of Processing Activities

The Council will maintain a record of activities in the form of an information asset register. This will note why the personal data is being processed, details about the data, where it is held, who it is shared with, the lawful basis, and security measures to safeguard the information.

11. Individual Rights

Right of Access
Individuals can request to see any information that the Council holds about them which includes copies of email correspondence and any opinions expressed about them.

The Council will respond to such requests for personal information in accordance with its data handling procedures.

In order to comply with the requirement to treat English and Welsh on an equal basis, the Council will provide any summaries of Welsh language materials in English but will ask the applicant to arrange a full translation themselves.

Right to erase, to restrict processing, to rectify, portability and the right to object

Individuals also the above-noted rights. See Appendix 2 for further details.

If a staff member receives such a request, it should be referred to the Data Protection Officer immediately.

Rights in relation to automated decision making and profiling

See the information in Appendix 2

12. Data Sharing

If we share date outside the Council, there must be a lawful basis for the sharing and the individual should have been informed of the identity of the third party.

When collaborating with certain partners, the Council has entered into information sharing protocols and data disclosure agreements under the Wales Accord on Sharing Personal Information framework.

Staff should not hesitate to share personal information in order to prevent abuse or serious harm, in an emergency or in life or death situations. If there are concerns relating to child or adult protection issues, then the relevant procedure should be followed.

Disclosing information to councillors

Reference should be made to Section 3 “Obtaining Information and Participating” and Section 14 “Procedural Guidelines on Access to Information” in the Constitution. Occasionally, a member will ask for information on behalf of his/her electors. On such occasions, in order to avoid any confusion, members are encouraged to obtain the elector’s written consent for information about him/her to be revealed to the member. Decisions about the right of councillors to personal information are made on a “need to know” basis and any case in which there is doubt should be referred to the Monitoring Officer.

Requests from Outside Bodies

Outside organisations may ask the Council to disclose personal information that the Data Protection Act provides an exemption for, such as organisations that process personal information for the purposes of crime detection and prevention or collection of taxes or duties.

Requests to other organisations

Additionally, some services within the Council (e.g. Taxation Unit, Benefits) also have the right to request information and therefore they too should follow the appropriate procedures to obtain this information.

Data processing agreements

Where a commercial relationship exists which means that a third party is processing personal data on behalf of the Council, and is operating as a 'data processor', a written contract must be in place that includes the conditions set out in the GDPR.

13. Data Protection by Design

Under the GDPR and the Data Protection Act, the Council has a duty to consider the impact of each data processing activity on data protection.

Data Protection Impact Assessments

When considering new activities that involve processing personal data, or when establishing new procedures or systems that involve personal data, the impact on privacy must be considered at the outset. A Data Protection Impact Assessment should be undertaken.

The purpose of the assessment is to identify any risks to privacy and personal information at the beginning of any activity or project.

The Council will undertake such Assessments when it is required to do so. A template is available on the intranet.

14. Data Security

Each user is responsible for ensuring that personal information is always secure, and that it is not disclosed to an unauthorised third party unintentionally, through negligence or intentionally.

The Information Security Operational Procedure should be read in conjunction with this Policy.

Data Security Breaches

A data breach means a situation where information is lost, destroyed or unintentionally damaged.

Any incident in which personal information is disclosed (whether intentionally or unintentionally) must be reported to the Council's Information Manager *immediately.*

The Officer will decide whether or not the breach is sufficiently serious, and if it is, it must be reported to the Information Commissioner's Office as soon as possible, and within 72 hours of becoming aware of it.

15. Responsibilities

Staff Members

All staff members have a responsibility to ensure that they adhere to the principles and other conditions of the legislation. A clause in each job description clearly states this responsibility.

Information Asset Owners (service managers)

- Ensure that the record of processing activities is kept up to date.
- Ensure that their staff receive a level of training appropriate to their job.
- Ensure that staff read and accept all data protection related policies.
- Ensure that the personal information for which they are responsible is shared appropriately internally and externally.
- Ensure that access to electronic folders and files and paper files is strictly controlled.

Senior Managers

Undertake specific overview functions within their department in the fields of data protection.

Heads of Service

Overall responsibility for compliance within their service.

Data Protection Officer

- Provide advice
- Provide training
- Administer the complaints procedure
- Undertake audits
- A single point of contact for the public and the Information Commissioner's Office.

Information Management and Security Group

The group includes a representative of each department and is chaired by the Head of the Corporate Support Department.
The purpose of the group is to act as a contact point for the departments for matters relating to information, and to note any risks that need to be drawn to the attention of the Head of Corporate Services, who is also the Council's Senior Information Risk Owner.

16. Complaints

If a complaint is received from the public about the Council's use of personal information, the matter should be dealt with by the Data Protection Officer.

Similarly, the attention of the Data Protection Officer should be drawn to any example of failure to comply with the Act or the guidelines.

17. Non-compliance

All staff are required to comply with the policy and any member of staff who is found to have made an unauthorised disclosure or breached the terms of the policy may be subject to disciplinary action.

The Council could be fined for non-compliance, up to 10million euros or 20million euros, depending on the nature of the infringement.

18. Contact points and further information

The Head of Corporate Support is the Council's SIRO (Senior Information Risk Owner) and therefore has responsibility and accountability at senior level.

The Council's Data Protection Officer is Helen Parry, Information Manager, dataprotectionofficer@gwynedd.llyw.cymru.

Further details can be found on the Information Commissioner's Website - www.ico.org.uk

19. Review

This policy will be reviewed in two years' time.

Appendix 1

The processing of any personal data must be justified. One of the following conditions must be met:

1. The individual has given consent
2. Processing is necessary for the performance of a contract
3. Processing is necessary for compliance with a legal obligation
4. Processing is necessary to protect vital interests
5. Processing is necessary to for the performance of a task that is in the public interest or in the exercise of the organisation's official authority
6. Processing is necessary for the purposes of legitimate interests

In relation to sensitive data, one of the following conditions must **also** be met:

(a) The individual has given consent

(b) processing is necessary for the purposes in the field of employment and social security and social protection law

(c) processing is necessary to protect vital interests

(d) processing is carried out by a foundation, association or any other not-for-profit body

(e) processing relates to personal data which are made public by the individual;

(f) processing is necessary for the establishment, exercise or defence of legal claims

(g) processing is necessary for reasons of substantial public interest

(h) processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems

(i) processing is necessary in the area of public health, such as protection

(j) processing is necessary for archiving purposes in the public interest, scientific or historical research purposes, providing suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.

Appendix 2

Right to Object

Individuals have the right to object to:

- Processing based on legitimate interests or the performance of a task in the public interest/exercise of official authority (including profiling);
- Direct marketing (including profiling); and
- Processing for purposes of scientific/historical research and statistics.

The Council will stop processing the personal data in question unless

- It can demonstrate compelling lawful basis for the processing, which override the interests, rights and freedoms of the data subject; or
- the processing is for the establishment, exercise or defence of legal claims.

Right to erasure

This provides individuals with a right to have personal data erased and to prevent processing in specific circumstances:

- Where the personal data is no longer necessary in relation to the purpose for which it was originally collected/processed.
- When the individual withdraws consent
- When the individual objects to the processing and there is no overriding legitimate interest for continuing the processing.
- The personal data was unlawfully processed (i.e. otherwise in breach of the GDPR).
- The personal data has to be erased in order to comply with a legal obligation.
- The personal data is processed in relation to the offer of online information services to a child.

The Council can refuse to comply with a request for erasure where the personal data is processed for the following reasons:

- To exercise the right of freedom of expression and information
- To comply with a legal obligation for the performance of a public interest task or exercise of official authority
- For public health purposes in the public interest
- Archiving purposes in the public interest, scientific research, historical research or statistical purposes, or
- The exercise or defence of legal claims.

Right to restrict processing

When processing is restricted, the Council can store personal information but not process it.

Where an individual has contested the accuracy of their data, the processing should be restricted until the accuracy has been verified.

- Where a data subject has objected to the processing (where it was necessary for the performance of a public interest task or purpose of legitimate interests), and consideration is being given to whether the Council's lawful basis overrides those of the data subject.
- When processing is unlawful and the individual opposes erasure and requests restriction instead.
- If the information no longer needs to be held but the data subject requires the data to establish, exercise or defend a legal claim.

Right to rectification

Individuals are entitled to have personal data rectified if it is inaccurate or incomplete.

The Council will have one month (which can be extended to two if the rectification is complex) to respond to such a request and, if a decision is taken not to take action, the individual will be given the reasons why and the right of complaint to the Information Commissioner's Office and to judicial remedy.

The Council will inform any third parties of the rectification where possible and will also inform the individual about the third parties to whom the data has been disclosed where appropriate.

Rights in relation to automated decision making and profiling

Profiling is the processing of data to evaluate, analyse or predict behaviour. Automated decision making involves decision making without any human involvement.

There are additional rules if the Council is carrying out automated decision making that has legal effects on the individual.

The Council will document the legal basis for the above and inform individuals when either profiling or automated decision making is taking place.

Right to portability

The individual may request that information is provided in a structured, commonly used and machine readable format in order to be sent to another organisation. This right only applies in certain circumstances.

Gwybodaeth
Dan
Reolaeth

Gwynedd Council

INFORMATION SECURITY OPERATING PROCEDURE

3.0

June 2018

Information Management Service

Information Security Operating Procedure

1. Introduction

The Council handles thousands of different types of information each day. This varies from public documents to extremely sensitive and confidential information. This information is an important asset, which, like other important business assets, needs to be suitably protected.

In terms of personal and sensitive information, it is vital that we maintain the highest standards of security in order to give the citizens of Gwynedd confidence in our ability to handle their personal details and to ensure that the Council complies with relevant statutory requirements, in particular Data Protection legislation.

2. Objectives

The objective of this information security operating procedure is to ensure that all users and managers understand their own responsibilities for protecting any confidential and personal data they handle.

3. Scope

This policy applies to all directly and indirectly contracted staff and other persons working for the Council.

4. Definition

Personal information means any information, which relates to an individual. Sensitive information includes information about an individual's health, criminal record, ethnicity, religion, politics, genetics or biometrics, trade union membership, sex life or sexual orientation.

Confidential information can include non-personal information about contracts/commercial issues, legal transactions or discussions about policies.

5. Paper records containing personal and/or confidential information

Clear desk policy – Personal and confidential information

Personally identifiable or confidential information should not be left unattended on desks and should be removed from view when unsupervised. Documentation should be stored in a locked cupboard overnight with the key kept in a safe place.

Confidential or personal information should not be left on desks, printers, photocopiers or fax machines at the end of the working day.

Printing

Particular care should be taken when printing to a shared photocopier/printer to avoid picking up papers belonging to other members of staff.

Where available, the secure print facility should always be used to avoid these situations.

Faxing

Faxing should only be used when there is no alternative means of sending the information.

- A cover sheet marked 'Private and Confidential' should always be used which contains:
    - who the fax is for (a named person)
    - who the fax is from (your name, team and location) your phone and fax number.
    - an explanation of what to do if the fax has been received by the wrong person (e.g. contact you immediately, and do not read or share the contents with anyone else)

- Before sending the fax, the intended recipient should be telephoned to let them know a confidential fax is being sent

- The recipient should be asked to ring back to confirm receipt, or rung back after the fax has been sent

- If using a pre-programmed fax number, the right one should be chosen, and the pre-programmed numbers regularly checked to ensure that they are still correct

- If entering the number manually, it should be double checked to ensure it is the right number

Posting

- Ensure that the destination you are sending documents to is still in the same place – especially if the recipient is outside the Council.

- The address should be checked and documents sent to a named person if at all possible, and not to a department or team.

- A covering letter or a compliment slip should be enclosed with the information – DO NOT put records or data into an envelope by themselves

- There should be a return address on the back of the envelope – this will allow a wrongly delivered envelope to be returned without having to be opened

- The envelope should be sealed securely and marked **Private and Confidential**

- If practical, personal or other sensitive information should be sent by recorded delivery, and the tracking information kept.

- If possible, typed labels or envelopes with windows should be used (ensuring that only the address is visible) – problems may arise if handwriting is misinterpreted.

Handling paper records containing personal or confidential data out of the office

If staff need to use paper records containing personal or other confidential data out of the office, the records must be safe at all times. An encrypted laptop or other form of remote, secure access to information may be a safer alternative.

Basic principles when handling paper records containing personal or confidential data

- Any record taken out of the office should be logged – the log must identify where the record has been taken, when, why and by whom

- Records should be removed only where necessary, and only for the minimum time required

Practical steps

- The person carrying paper documents is responsible for their safety – even if they are carrying documents for someone else.

- Files or documents should be carried in an appropriate bag at all times when on the move i.e. sealable, waterproof bag should be used – an open shopping or carrier bag is never an appropriate way to carry personal data, or confidential or sensitive documents. Even if documents are held in a robust file, that file should be carried in a bag.

- Where records are routinely removed from the office, staff should be supplied with a lockable case or bag

- Where larger quantities of records are routinely removed from the office, they should be carried in a lockable wheeled case or bag

- The files or folders should be in good condition, and individual papers securely fastened inside them – if papers are falling out or the file is damaged, the file should be replaced or repaired before it is taken out

- Files or documents should never be inspected in the street or even in the car park – they should be carried inside the building and to a safe environment before being examined

- Personal records should not be read on public transport or anywhere else where you can be overlooked

- Documents should never be unattended and on show in a car or other vehicle

- Before leaving a building, car or public transport, and before driving away from any location where paper records have been used, staff should make a conscious check that their bags are with them.

- Paper records should never be left in a car overnight. If staff need to return home with documents containing personal or sensitive data, they should be taken into their home and kept safe.

Disposal of confidential waste

Any work containing personal or confidential information should be disposed of appropriately in accordance with the Disposal of Confidential Waste Policy

6. Information held on computer and stored in buildings

Passwords

Passwords must be protected at all times.

Passwords designated for individual use should not be displayed or made available to others by any other means.

User access privileges can be amended for those who require access to particular resources. In such cases, authorised requests should be presented to the IT Helpdesk.

Passwords will be required to be complex. There will be a minimum requirement of 12 characters containing upper and lower case lettering a number and a special character.

Any compromised passwords must be changed as soon as practically possible.

Passwords or log on information must not be written down or shared with anyone else.

Devices

Computers need to be locked (CTRL + ALT + DEL) when desks are left unattended.

Keyboard and screens should be angled away from areas to which the public have access and angled away from windows.

Third Party Access

Partner agencies or third party suppliers must not be given details of how to access the Council's network without following the appropriate authorisation path. Procedures for third party accounts, such as system support companies, are detailed in the third party access policy. User accounts relating to individuals from partner agencies who require connecting to the corporate domain must be authorised by Corporate Services Team.

Sending personal and confidential e-mails

- When sending an e-mail to an external address, consider whether the e-mail should be encrypted or password protected. The IT Service can provide assistance in this respect.
- When starting to type in the name of the recipient, Outlook might suggest similar addresses that have been used before. Make sure that the right address has been chosen before sending the email.
- When sending an e-mail to many different individuals at the same time, consider if it would be appropriate to use a blind carbon copy (bcc) rather than ; carbon copy (cc) so that their address is not revealed to the other recipients.
- Care should be taken when using a group email address. Check who is in the group and make sure you really want to send your message to everyone.
- Due consideration needs to be taken prior to printing email messages which contain confidential data as this introduces new risk vectors.

There is an Email Use Policy containing further detail.

Internet Access

- Internet access is granted to enable colleagues to access information or resources as part of their duties.
- When online, colleagues must take responsible steps to protect themselves and the Council's infrastructure from harmful content as well as loss of data or other damage resulting from their activities. This includes, but is not limited to, not visiting malicious or obscene sites, not posting malicious or obscene messages online and not downloading items of software from the Internet.
- No unauthorised third party storage resource should be used for the Authority's data unless the data is designed to be in the public domain.
- There are web filtering and anti-malware controls in place and no attempts should be made to circumvent or bypass these controls. The web filtering process includes HTTPS inspection so that encrypted traffic can reviewed for malicious content, this does not include items such as online banking and communication for user confidentiality.
- Personal use of the Internet is allowed but this should be restricted to officially agreed break periods and should not affect any individual's duties.
- Logs of Internet usage are maintained and can be used in the event of disciplinary cases.
- There is an Internet usage policy containing further detail.

Physical access

Buildings must have appropriate control mechanisms in place for the type of information and equipment stored there. This means:

- Identification and access tools/ passes (e.g. badges, keys, entry codes etc.) must only be held by officers authorised to access those areas and should not be loaned/ provided to anyone else.
- Visitors should be required to sign in and out with arrival and departure times and required to wear an identification badge.

Building Clearance

- In any building closure, office move or relocation, it is essential that all papers records containing confidential and sensitive information are either removed and disposed of appropriately or relocated. **If you are the information asset owner (i.e. the manager of the service that is moving) it is your**

responsibility to ensure the security of that information throughout the relocation process.

- Contact the Information Management Service for advice.
- No documents should be left behind at the property.
- Similarly, any computer equipment should also be removed.

7. Verbal Information Sharing

Information obtained at work should be used for work purposes only. Personal details about individuals should not be discussed with other staff who are not involved with the case/matter. Confidential issues should not be discussed out in the open in public places nor with family and friends.

When sharing information over the phone, it should be ensured that the recipient is authorised to receive the information.

8. Software and Storage of Information

All items of software installed on corporate devices must be supported and subject to patches and updates. Any items not corresponding to the Council's security standard must be upgraded, replaced or deleted.

Requests and queries relating to new items of software must be presented to the IT Service for review and guidance.

All items of software must be installed and configured by the IT Service.

The Council provides a secure environment for business files and sensitive data and this should not be compromised by using third party solutions e.g. Dropbox, whose security cannot be guaranteed.

All business data must be stored on storage that has been approved by the Council.

Password protecting files is discouraged as passwords are often lost and procedures of informing others of the passwords often undermine security measures. Protecting data in files and systems must be facilitated using logical access rights.

9. Removable Media and Laptops

Removable media include, but are not restricted to the following:

- CDs
- DVDs
- Optical Disks
- External Hard Drives
- USB Memory Sticks
- Media Card Readers
- Embedded Microchips
- MP3 Players
- Digital Cameras
- Backup Cassettes
- Audio Tapes

Due to the risks of introducing a virus, the above may only be purchased via IT and only if a valid reason for their use is received. For USBs, contact the Help Desk for a form which should then be e-mailed to USB@gwynedd.llyw.cymru.

Special care must be taken to physically protect the removable media device and stored data. Anyone using removable media devices must be able to demonstrate that they took reasonable care to avoid damage or loss.

If information is stored in one place, i.e. only on the removable device, there is a higher risk of loss since there is no back-up copy. Information should always therefore be backed up elsewhere e.g. on the network.

Removable media devices that are no longer required, or have become damaged, must be disposed of securely. (see Appendix B in the confidential waste disposal policy referred to above).

Only corporately owned or approved devices should be connected to corporate computers.

10. Remote and Home Working

Remote workers must ensure that Council owned, portable computer devices are connected to the corporate network at least once a month to enable the anti-virus software and group policies to be updated.

Portable computer devices include, but are not limited to, the following:

- Laptop Computers
- Tablets
- Mobile Phones

Remote Working guidelines contain further detail.

11. Information Security Breaches

If any personal or sensitive information is lost/stolen, compromised or disclosed in error this must be reported to your line manager or the Information Manager immediately.

Breaches that cause a high risk to data subjects must be reported to the Information Commissioner within 72 hours of the you being made aware of the breach.

Serious breaches, which includes unauthorised disclosures/loss or theft of personal information may result in the Council being fined up to €20 million by the Information Commissioner's Office.

12. Responsibilities for Information Security

Every member of staff is responsible for information security. Failure to make appropriate arrangements to secure personal or sensitive information may be considered as gross misconduct and therefore would be dealt with in accordance with the Council's disciplinary policy and procedure.

If a criminal offence is considered to have been committed further action may be taken to assist in the prosecution of the offender(s).

The Information and Security Management Group is responsible for overseeing the information security operating procedure and for ensuring it is adhered to by all departments through the relevant Heads of Department.

Heads of Department are required to implement this operating procedure in respect of both paper and electronic systems operated by their departments and are responsible for ensuring that staff, and other persons authorized to use those systems are aware of and comply with it and associated policies, i.e.

- Information Management Policy
- Data Protection Policy
- Disposal of Confidential Waste Policy

The Senior Information Risk Owner (SIRO), Head of Corporate Support, has ultimate responsibility and accountability for the security of the Council's information assets.

13. Responsibilities of Managers

In addition to the above, managers have the following responsibilities:

- Ensuring that all staff members receive appropriate information security awareness training and regular updates as relevant for their role.

- Reviewing user access rights at regular intervals to ensure that the appropriate rights are still allocated.

- Ensuring that appropriate arrangements are made to secure information when a member of staff leaves or changes jobs.

14. Legal Responsibilities

The following statutory legislation governs aspects of the Council's information security arrangements. This list is not exhaustive:

Legislation	**Areas Covered**
The Electronic Communications Act 2000	Cryptography, electronic signatures
The General Data Protection Regulation and Data Protection Act 2018	Protection and use of personal information
The Copyright Designs and Patents Act 1988	Software piracy, music downloads, theft of Council data
The Computer Misuse Act 1990	Hacking and unauthorised access

15. Review

The procedure will be reviewed in 2 years' time.

Equality Impact Assessment

See the *How to make an Equality Impact Assessment* sheet for help to complete this form. You are also welcome to contact Delyth Gadlys Williams, Policy and Equality Officer on ext. 32708 or DelythGadlysWilliams@gwynedd.llyw.cymru, for further assistance.

1 Details

1.1. What is the name of the policy / service in question?

Data Protection Policy

1.2 What is the purpose of the policy / service that is being created or amended? What changes are being considered?

The purpose of the policy is to set out the responsibilities of staff in terms of complying with data protection legislation.
The policy has been substantially revised because new legislation has come into force.

1.3 Who is responsible for this assessment?

Helen Parry, Information Manager

1.4 When did you commence the assessment? Which version is this?

18/06/2018

2) Action

2.1 Who are the partners you will have to work with to undertake this assessment?

Council Staff

2.2 What measures have you taken to engage with people with equality characteristics?

The Council's response to the Act relates for the most part to internal procedures and therefore we have not caried out any engagement. However, we will monitor any observations we receive about the implementation of the legislation and revise our procedures accordingly.

2.3 What was the result of the engagement?

Not applicable

2.4 What other information do you have to inform your decision?

General Data Protection Regulation 2016 and Data Protection Act 2018

2.5 Are there any gaps in the evidence that needs to be collected?

We are not aware of any gaps at present but we will monitor the response to the way in which we implement the Act.

3) Identifying the Impact

3.1 What impact will the new policy/service or the changes in the policy or service have on people with equality characteristics? The Council must give due regard to the impact any changes will have on people with equality characteristics.

Characteristics	**What type of impact?** (delete if not applicable)	**In what way? What is the evidence?**
Race (including nationality)	Positive	The legislation safeguards information about race and nationality. However, it does not ensure that people have the right to access Information in their own language. It only requires that information is intelligble to the 'average'person. This will be addressed in the guidelines and requests will be dealt with on a case by case basis.
The Welsh language	Positive	The legislation requires Welsh and English to be treated equally. The Council will provide an English language summary of any materials but will ask the applicant to arrange for his/her own translation.
Disability	Positive	The legislation safeguards any data about an individual's health. The legislation does not specify that individuals may access information in a format that is appropriate for them eg BSL or audio. However, we will ensure that our guidelines will note the need to make every effort to provide information in an appropriate format. The legislation states that there may be circumstances where information would not be disclosed to a person if the disclosure had a detrimental effect on their health. Since the majority of the requests received by the Council are submitted to the Adults Service and Children's Service, any such request to access files would be discussed with the person's social worker. Any decision not to disclose information would be base don the social worker's professional opinion.
Sex	None	The legislation, as far as we are aware, will not have an impact on the grounds of sex
Age	Positive	The legislation safeguards the rights of children who are

		sufficiently mature to understand their own information. The act will not affect this characteristic in any other way. When collecting information directly from children, it is important that the privacy notice is provided in an age appropriate manner.
Sexual orientation	Positive	The legislation safeguards data about a person's sexual orientation.
Religion or belief (or non-belief)	Positive	The legislation safeguards data about a person's sexual orientation.
Gender reassignment	Positive	The legislation safeguards data about a person's sexual orientation.
Pregnancy and maternity	None	It is not envisaged that the legislation will affect this characteristic.
Marriage and civil partnership	None	It is not envisaged that the legislation will affect this characteristic.

3.2 Does the policy or the service affect their General Duties under the 2010 Equality Act? The Council must give due regard to the way any change affects these duties.

General Duties of the Equality Act	Does it have an impact?	In what way? What is the evidence?
Abolishing illegal discrimination, harassment and victimisation	Yes	By enhancing a person's right to privacy, the legislation could abolish discrimination, harassment and victimisation.
Promoting equal opportunities	No	
Encouraging good relationships	No	

4) Analysing the results

4.1 Is the policy therefore likely to have a significant, positive impact on any of the equality characteristics or the General Duty and what is the reason for this?

The policy has a positive impact on a number of equality characteristics but it may be that the difference is not sufficient for us to say that it has a significant effect.

4.1 Is the policy therefore likely to have a significant, negative impact on any of the equality characteristics or the General Duty and what is the reason for this?

No

4.3 What should be done?

Choose one of the following:

Continue with the policy / service as it is robust	x
Adapt the policy to delete any barriers	
Suspend and delete the policy as the detrimental impacts are too big	
Continue with the policy as any detrimental impact can be justified	

4.4 What steps will you take to reduce or mitigate any negative impacts?

Although the legislation has not created any negative impacts, there are ways in which we can improve people's access to their own information. The Council will ensure that the guidelines on processing applications give appropriate consideration to the various methods of accessing information (e.g. inspecting the information/provision of large print copies) so that staff are aware of their responsibilities.

4.5 If you are not taking any further action to delete or reduce the negative impacts, explain why here.

N/A

5) Monitoring

5.1 What steps will you take to monitor the impact and effectiveness of the policy or service (action plan)?

The Information Management and Security Group will oversee the implementation of the policy.

CABINET CYNGOR GWYNEDD

Report to a Meeting of Gwynedd Council Cabinet

Date of Meeting:	**3 July 2018**
Cabinet Member:	**Councillor Nia Jeffreys**
Contact Officer:	**Geraint Owen**
Contact Telephone Number:	**32335**
Title of Item:	**Code of Practice: Ethical Employment in Supply Chains**

1 **THE DECISION SOUGHT**

Agree to commit to the Code of Practice.

2 **THE REASON FOR THE NEED FOR A DECISION**

Request from Wales Government for every public organisation to commit to the Code of Practice.

3 **INTRODUCTION**

The Welsh Government has introduced a Code of Practice on ethical employment in supply chains. Its aim is to highlight the need, at each stage of the supply chain, to ensure that good employment practices exist for all employees who carry out work on behalf of the Council. The Code complies with the United Kingdom legislation in the form of the Modern Slavery Act 2015.

The Code covers the following employment issues:

- Modern Slavery and human rights breach
- Blacklisting
- False self-employment
- Unfair use of umbrella schemes and zero-hour contracts
- Living Pay

The Welsh Government expects all public sector organizations to enter into the Code of Practice in an attempt to eliminate illegal and non-ethical employment practices. This commitment includes raising awareness of the Code within the Council as well as with companies and organizations that are part of the Council's supply chain.

In order to implement the commitments contained in the Code, the staff (and elected Members) have a key role associated with the purchase of goods and

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services as well as recruitment. To this end committing to the Code of Practice would mean that those key officers and Members receive further training in this area.

It is proposed that the Council is sensible to commit to working towards achieving all the objectives of the Code of Practice in order to ensure that best practice is followed and that it plays its part to eliminate any illegal and unethical employment practices that it comes to Clearly when procuring work on behalf of the people of Gwynedd.

There are 12 commitments in the Code and our Action Plan (Appendix 1) highlights what obligations the Council is already meeting and which commitment to the Code is about carrying out further work. The Welsh Government accepts that the commencement of the journey is the commitment to the Code of Practice and we do not expect to be able to achieve all expectations at present.

In addition, it is required by law that the Council publishes an Annual Statement on its website, which reports on events from Modern Slavery / People's Trading (see the statement for 2017/18 in Appendix 2). On committing to the Code of Practice, the progress on other elements of the Code could be included in that annual statement for the future.

CONCLUSIONS

Based on what is set out in the Action Plan and the acceptance of the Welsh Government that no public organization will be able to fully meet the requirements at present, it is recommended that this Council commits to the Code of Practice for Employment Ethical in Supply Chains as a clear indication of its desire and willingness to contribute to this important agenda.

OPINION OF STATUTORY OFFICERS

Monitoring Officer:

Nothing to add from a propriety perspective.

Head of Finance:

While noting that there are obvious benefits of signing up to the Code of Practice, we assume that this will not commit the Council to additional expenditure and that any additional costs will fall within the budgets of departments. Any specific request for additional expenditure will be treated in the usual way.
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ATTACHMENT 1 - ACTION PLAN

COMMITMENT	ACTION
Commitment 1 (to 1.1) of the Code Produce a written statement on ethical employment within our own organisation and our supply chains. Once produced, we will communicate the statement throughout our organisation and we will review it annually and monitor its effectiveness. 1.1 Appoint an Anti-slavery and Ethical Employment Champion	**1** • Ethical Employment statement produced. This Action Plan will also be incorporated into the Council's Sustainable Procurement Policy. • **1.1** Cabinet member for Corporate Support appointed as Ethical Employment Champion, along with Cabinet member for Housing, Leisure and Culture (for Modern Slavery).
Commitment 2 (to 2.1) of the Code Produce a written policy on whistle-blowing to empower staff to raise suspicions of unlawful and unethical employment practices, and which places a responsibility on staff to report criminal activity taking place within our own organisation and our supply chains. Once produced, we will communicate the policy throughout our organisation. We will review the policy annually and monitor its effectiveness. 2.1 Provide a mechanism for people outside our organisation to raise suspicions of unlawful and unethical employment practices	**2** • Whistleblowing policy in existence and available to staff on the Council's intranet. • Single point of contact : Human Resources Advisory Services Manager, Email : eurighuwwilliams@gwynedd.llyw.cymru Tel. (01286) 679084
Commitment 3 of the Code Ensure that those involved in procurement and the recruitment and deployment of workers, receive training on modern slavery and ethical employment practices, and keep a record of those that have been trained.	**3** • We commit that specific staff of the Category Management, Procurement and Human Resources Teams will complete the Welsh Government's e-learning training, available through the Council's E-learning site.
Commitment 4 (to 4.4) of the Code Ensure that employment practices are considered as part of the procurement process. We will :- 4.1 Include a copy of our Statement on ethical employment (Commitment 1) in all procurement documentation 4.2 Include appropriate questions on ethical employment in tenders and assess responses provided 4.3 Incorporate, where appropriate, elements of the Code as conditions of contract	**4** • **4.1** Statement published on the Council's website • **4.2-4.3** Relevant questions will be asked proportionate to the degree of risk of projects. There are samples of questions and clauses available from Welsh Government.

4.4 Ask bidders to explain the impact that low costs may have on their workers each time an abnormally low quote or tender is received	• **4.4** Consideration of the effect of an 'abnormally low tender' is included in the Procurement rules as part of the assessment arrangements of quotes and tenders.
Commitment 5 (to 5.2) of the Code Ensure that the way in which we work with our suppliers does not contribute to the use of illegal or unethical employment practices within the supply chain. We will :- 5.1 Ensure that undue cost and time pressures are not applied to any of our suppliers if this is likely to result in unethical treatment of workers. 5.2 Ensure that our suppliers are paid on time – within 30 days of receipt of a valid invoice	**5** • **5.1** When the situation arises that conditions of contracts change, we will ask for an assessment on the workforce so as to try to ensure this does not have a negative effect. • **5.2** Payment within 30 days is current practice.
Commitment 6 of the Code Expect our suppliers to sign up to this Code of Practice to help ensure that ethical employment practices are carried out throughout the supply chain	**6** • We will raise awareness of what we have committed to do as a Council and encourage our suppliers to do the same, where possible. Our commitment to the Code will form part of the procurement process by including it within the tendering documentation
Commitment 7 (to 7.4) of the Code Assess our expenditure to identify and address issues of modern slavery, human rights abuses and unethical employment practices. We will :- 7.1 Carry out regular reviews of expenditure and undertake a risk assessment on the findings, to identify products and/or services where there is a risk of modern slavery and/or illegal or unethical employment practices within the UK and overseas 7.2 Investigate any supplier identified as high risk, by direct engagement with workers wherever possible 7.3 Work with our suppliers to rectify any issues of illegal or unethical employment practice 7.4 Monitor the employment practices of our high risk suppliers, making this a standard agenda items for all contract management meetings/reviews	**7** • **7.1** We will need to identify high risk projects where modern slavery and unethical employment practices exist through assessing our areas of spend. • Establish a process to assess the contracts and work practices. • **7.2** Via a pilot, assess a sample of suppliers to attempt to identify and prohibit any examples of Modern Slavery or unethical employment practices. • **7.3-7.4** We acknowledge that we are starting the journey of committing to the Code and we cannot guarantee our supply chain's compliance but we will make efforts to abolish any instances of modern slavery and unethical working practices.

Commitment 8 (to 8.2) of the Code Ensure that false self-employment is not undertaken and that umbrella schemes and zero hours contracts are not used unfairly or as a means to: 8.1 Avoid or facilitate avoidance of the payment of Tax and National Insurance contributions and the relevant minimum wages 8.2 Unduly disadvantage workers in terms of pay and employment rights, job security and career opportunities 8.3 Avoid Health and Safety responsibilities	**8** • **8.1** Gwynedd Council does not support the use of zero hour contracts, and as an employer, has not employed staff on arrangements of this nature since 2013. At the same time, the Council has also taken steps to reduce the numbers of staff who have, since a number of years, worked under such arrangements. 338 members of staff were employed under such arrangements in 2011/12 but by now, this figure has reduced to 35. Despite this, the Council respects that some individuals wish to continue to work zero hours as it suits their personal arrangements • **8.2** The Council complies with the relevant legislation in relation to self-employed individuals that are paid to undertake specific work by the Authority. The Council monitors its arrangements to ensure that the relationship between it and the individual is totally clear, therefore complying with HMRC requirements. • **8.3** Gwynedd Council has a health and safety policy in place which outlines employees' and contractors' responsibilities and no discrimination on the basis of employment contracts is allowed. The need to carry out work in a safe and healthy manner stands for everyone. The Council also has a Contractor Management policy in relation to health and safety that requires a high standard of qualifications and work quality by contractors.
Commitment 9 (to 9.4) of the Code Ensure that workers are free to join a Trade Union or collective agreement and to undertake any related activity and raise worker concerns without risk of discrimination. We will: 9.1 Not make use of blacklists/prohibited lists 9.2 Ensure that our suppliers do not make use of blacklists/prohibited lists 9.3 Not contract with any supplier that has made use of a blacklist/prohibited list and failed to take steps to put matters right 9.4 Expect our suppliers to ensure that Trade Union representatives can access members and contracted workers	**9** • Gwynedd Council encourages a healthy relationship with the recognized trade unions and is eager to work in partnership with them. The Council will not give any staff an unfair disadvantage for being involved in any activity on behalf of a union. • **9.1** The Council does not use blacklists / prohibited lists. • **9.2** The Council will endeavor to ensure that we use suppliers that share this principle. • **9.3** Certainty of this is part of the pre-qualification arrangements of suppliers who apply for Council contracts. • **9.4** See 9.2 above

Commitment 10 (to 10.3) of the Code Consider paying all staff the Living Wage Foundation's Living Wage as a minimum and encourage our suppliers to do the same. We will: 10.1 Consider paying at least the Living Wage Foundation's Living Wage to all our staff in the UK 10.2 Consider becoming an accredited Living Wage Employer 10.3 Encourage our suppliers based overseas to pay a fair wage to all staff, and to ensure that staff working in the UK are paid at least the minimum wage	**10** • **10.1** The Council wishes and aims to pay the Living Wage Foundation's Living Wage as a minimum wage for staff and is confident that it will be able to achieve this • **10.2** However, the Council has not formally committed to paying the Living Wage Foundation's Living Wage but will be considering doing so during 2018/19. • **10.3** In achieving the ambition of paying the Living Wage Foundation's Living Wage as a minimum wage, the Council will be in a position to also encourage our suppliers to pay the Living Wage Foundation's Living Wage.
Commitment 11 (to 11.2) of the Code Produce an annual written statement outlining the steps taken during the financial year, and plans for future actions, to ensure that slavery and human trafficking are not taking place in any part of our organisation and its supply chains. We will: 11.1 Ensure that the statement is signed off at senior management/board level 11.2 Publish the statement on our website. If this is not possible, we will provide a copy to anyone within 30 days of a request being made	**11** • **11.1-11.2** Modern slavery statement and flowchart outlining the process for reporting, available on Council's website. Plans for 2018/19 require further consideration but any progress made on the Code will be incorporated in the following year's statement.
Commitment 12 (to 12.2) of the Code Ensure all those undertaking work on an outsourced contract are treated fairly and equally. We will: 12.1 Ensure that public sector staff who are transferred as part of a public service which is outsourced to a third party retain their terms and conditions of employment 12.2 Ensure that other staff working on an outsourced public service are employed on terms and conditions that are comparable to the transferred public sector staff	**12** • **12.1** The Council respects the principles of the Code of Practice on Workforce Issues (2014), by ensuring that TUPE legislation is implemented correctly when transferring Council staff to a third party that will deliver services. That means that staff who transfer to a third party will keep their terms and conditions of work. • **12.2** The Council agrees with the principle that a body that provides a Service on its behalf should employ staff on terms and conditions of work similar to those staff that have been transferred out of the Authority's employment. At the same time, the Council first needs to respect and commit to the requirements of employment law when transferring staff out of its employment.

http://gov.wales/docs/dpsp/publications/valuewales/170502-ethical-en.pdf

https://youtu.be/Dh7xovObIvU

ATTACHMENT 2 : GWYNEDD COUNCIL MODERN SLAVERY STATEMENT

In accordance with the Modern Slavery Act 2015, Gwynedd Council recognises it has a responsibility as an employer to be aware of the potential for instances of modern slavery and to report such instances or concerns to the relevant bodies.

Instances of modern slavery in Wales, it seems, are increasing as a result of better awareness, with 123 referrals being made in 2016.

Modern slavery can take the following forms :-

- Forced prostitution
- Child trafficking
- Criminal exploitation
- Domestic servitude
- Forced labour
- Organ harvesting
- Sexual exploitation

Where appropriate, the Council will, as part of its tendering / contracting process, seek assurances from suppliers and potential suppliers that they have no knowledge of any of the above forms of modern slavery within their organisations or supply chains. The Council will expect that those suppliers take responsibility to seek similar assurances from their own supply chains.

In addition, the Council will ensure that staff involved in procurement and/or recruitment undertake relevant training via Welsh Government's e-learning module

The public and staff, equally, have a responsibility to be aware of potential instances of modern slavery or of a business using forced labour. If you have any such concerns, please contact any of the following bodies :-

North Wales Police	**:**	**Telephone 101**
		(or 999 in an Emergency)
Modern Slavery Helpline	**:**	**Telephone 0800 0121700**
Crimestoppers	**:**	**Telephone 0800 555 111**

Arwel Wyn Owen : **Telephone 01286 682896 (external)**

Senior Housing and Welfare Manager **arwelwynowen@gwynedd.llyw.cymru**

Corporate contact for Modern Slavery matters **Ext. 34896 (internal)**

During the period March 2017 up to March 2018, 3 instances related to potential modern slavery / human trafficking were received in Gwynedd. These were referred to the Strategic Safeguarding Panel who directed them to the relevant bodies for further investigation.

GWYNEDD COUNCIL CABINET

Report to the Cabinet

Meeting Date:	**03 July 2018**
Cabinet Member:	**Councillor Dafydd Meurig**
Contact Officer:	**Gareth Jones, Senior Manager Planning and Public Protection**
Contact Number:	**34092**
Item Title:	**Gwynedd Biodiversity Duty Plan**

1 DECISION SOUGHT

The Cabinet's approval to adopt the attached Gwynedd Biodiversity Duty Plan

2 REASON WHY DECISION IS NEEDED

Comply with the A6 duty of the Environment (Wales) Act 2016

3 INTRODUCTION

In order to comply with A6 duty, public authorities are required to prepare and publish a plan that sets out what they intend to do to maintain and enhance biodiversity and promote resilience. This Plan is published to comply with this legal duty.

4 REASON AND JUSTIFICATION BEHIND THE DECISION

Section 6, Part 1 of the Environment (Wales) Act 2016 introduced a wider duty on biodiversity and ecosystem reilience (A6 duty) for public authorities in exercising functions that are relevant to Wales.

'Ecosystem resilience' means how well ecosystems can deal with disturbances - either by resisting them, recovering from them, or adapting to them. Resilient ecosystems are able to carry on delivering services and benefits despite these disturbances.

The A6 duty requires public authorities to seek, maintain and enhance biodiversity as long as it is consistent with the proper exercise of their functions, promoting ecosystem resilience in doing so.

In order to comply with A6 duty, public authorities should incorporate the need to consider biodiversity and ecosystems in their ideas and initial business planning, including any policies, plans, programmes and projects, as well as their daily activities.

In order to comply with A6 duty, public authorities are required to prepare and publish a plan that sets out what they intend to do to maintain and enhance biodiversity and promote resilience. This Plan is published to comply with this legal duty.

Gwynedd Council's Biodiversity Duty Plan aims to:

- Outline why Gwynedd's biodiversity is so important
- Explain the legislative background of the plan
- Identify what Public Authorities need to comply with this duty
- Identify the Action Plan that includes the Council's current actions for biodiversity and the proposed actions in 2017-19.

All council departments were consulted before drafting the plan during the beginning of 2017 and again before the final version in 2018.

Although the Plan has slipped in terms of publication date due to staffing cuts and restructuring within the Department, it should be noted that the actions already identified in it are already under way.

A report must be published by the end of 2019 and every three years thereafter regarding what the authority will have done to comply with the duty. The Action Plan, in part 60 of the Biodiversity Duty Plan, will set the foundation for all the subsequent reports.

It should be noted that this plan does not identify or ask any department for additional resources beyond existing resources.

5 NEXT STEPS & TIMETABLE

Following the adoption of the Plan, confirm with the relevant Departments the actions in part 58 of the Action Plan, that they are responsible for.

Review the plan at the end of 2019 following consultation with all the Council Departments.

Publish a report at the end of 2019 and every subsequent 3 years regarding what the authority has done to comply with the duty.

6 ANY CONSULTATIONS UNDERTAKEN PRIOR TO MAKING THE DECISION

Consultation with all Council Departments.

Consultation with Concillor Angela Russel in her role as Countryside and Environment Champion

7 VIEWS OF THE STATUTORY OFFICERS

Chief Finance Officer:

I note that the last paragraph of part 4 of the report confirms that the Biodiversity Duty Plan does not require additional funding, and it is expected that Council services will act as required within their current budgets.

Monitoring Officer:

It is noted that there is a statutory obligation on the Council under the Environment (Wales) Act 2016 to prepare and publish a plan as to how it is intended to maintain and improve biodiversity. The plan addresses this. The cross departmental obligations and the need to be aware of the obligations within the Action Plan are noted.

Appendix

Gwynedd Biodiversity Duty Plan (Draft)

GWYNEDD COUNCIL'S

BIODIVERSITY DUTY PLAN 2017-19

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1. INTRODUCTION

2. This plan has been published as part of Gwynedd Council's legal obligation, as set out in the Environment Act (Wales) 2016. The Environment Act enhances the previous Natural Environment & Rural Communities Act 2006 duty to require all public authorities, when carrying out their functions in Wales, to seek to "maintain and enhance biodiversity" where it is within the proper exercise of their functions. In doing so, public bodies must also seek to "promote the resilience of ecosystems". This duty applies to all public authorities such as the Welsh Ministers, local authorities, public bodies and statutory undertakers.

3. Gwynedd Council's Biodiversity Duty Plan aims to:
4. Outline why Gwynedd's biodiversity is so important
5. Explain the legislative background to this plan
6. What is required by Public Authorities to comply with the Duty
7. Set out an Action Plan containing the Council's current actions for biodiversity and proposed actions for 2017-19

8. GWYNEDD'S BIODIVERSITY

9. Gwynedd has a wealth of wildlife and a diversity of habitats. The beautiful coast of Pen Llŷn, with its soft cliffs and sandy beaches, is characterised by narrow lanes and distinctive cloddiau. In stark contrast are the windswept uplands and spectacular mountains of Snowdonia, which lead us dramatically down into green valleys and remnant ancient woodlands.

10. Our marine life is a rich variety of animals, including soft corals, sea anemones, fish, octopus and crabs, which populate the reefs and seabed around our coast. Gwynedd's coastal strip and abandoned slate quarries provide habitats for the chough, the rarest species of crow breeding in Britain. Approximately half of the Welsh chough population breeds in Gwynedd (including the Snowdonia National Park). Pen Llŷn, where mink numbers are still thought to be relatively low, is also an important area for the water vole. Gwynedd also has nine species of bat, including the critically endangered lesser horseshoe bat, which has disappeared from most of its northern range in Europe. It is no wonder that tourists flock to the area in their thousands during the year, and spill out into the countryside to marvel at our wildlife and spectacular landscape, or just to 'get away from it all'.

11. Our breath-taking landscapes and rich variety of wildlife are by no means secure however. Across Wales, and around the world, wildlife is being threatened by modern lifestyles. Threats include the dumping of waste on fragile habitats; new developments such as roads, houses, and shops for our ever-increasing population; changes within farming; and perhaps a lack of respect for something we all seem to take for granted.

12. In order to allow our children to inherit and enjoy Gwynedd's most prized asset we all have to take some responsibility for the welfare of our biodiversity, and play a small part in its conservation. Our two main industries in Gwynedd, namely agriculture and tourism, are inter-linked with our environment. It is essential that we all work together to promote a healthy local economy while at the same time protecting the wealth of spectacular local wildlife.

13. In 2005 the Natur Gwynedd Plan was published (Gwynedd's Local Biodiversity Action Plan) which aimed to provide a means of halting the decline in our biodiversity through the actions and efforts of the people who live and work here. Gwynedd Council's Biodiversity Duty Plan (2017) aims to build on the successes of the Natur Gwynedd Plan by taking a more holistic approach across the Council. The recent recession in the UK and Brexit creates new challenges for maintaining and enhancing our biodiversity. Therefore more than ever we need to ensure that we prioritise conserving our wildlife for generations to come in order to sustain healthy communities, environment and economy in the future.

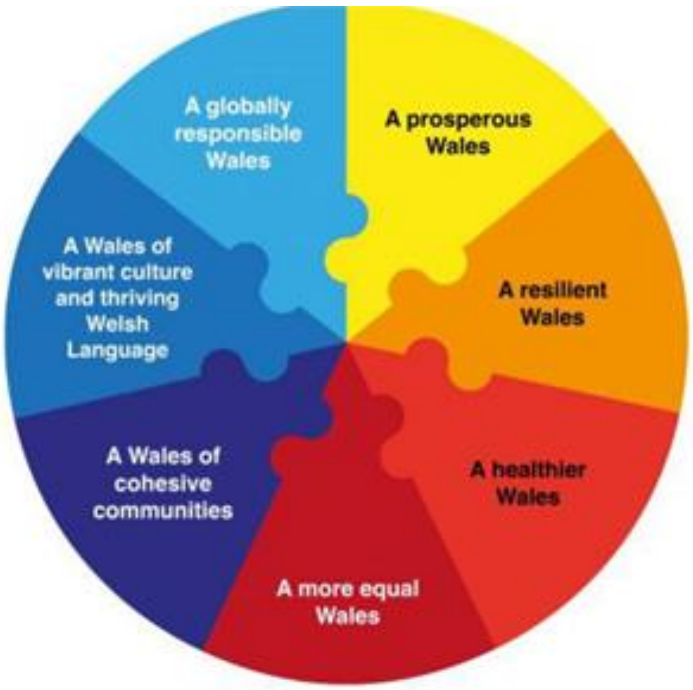
14.LEGISLATION

15.Well-being of Future Generations (Wales) Act 2015

16. The Well-being of Future Generations (Wales) Act1 is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a duty on public bodies listed in the Act to carry out sustainable development.

17. Well-being goals

18. The seven well-being goals show the kind of Wales we want to see. Together they provide a shared vision for the public bodies listed in the Act to work towards by working better with people and communities. They are a set of goals; the Act makes it clear the listed public bodies must work to achieve all of the goals, not just one or two. In the Act, sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the well-being goals.



19. The Council's Well-being Objectives

20. The Council's day-to-day work and the improvement priorities are identified in the Council Plan 2018-23 and will contribute to the objectives below

21. Our well-being objectives for 2018 to 2023 are to ensure that Gwynedd residents can

- enjoy happy, healthy and safe lives.
- Live in quality homes within their communities
- Earn a sufficient salary to be able to support themselves and their families
- Receive education of the highest quality which will enable them to do what they want to do
- Live with dignity and independently for as long as possible Live in a natural Welsh society
- Take advantage of the beauty of the County's natural environment.

22. **Sustainable Development Principle**

23. The Act puts in place a 'sustainable development principle' which tells organisations how to go about meeting their duty under the Act. The principle is made up of five ways of working that public bodies are required to take into account when applying sustainable development

The five ways of working are designed to help public bodies show they have applied the sustainable development principle.



24. **Environment (Wales) Act 2016**

25. The Environment (Wales) Act has been designed to complement the goals of Future Generations (Wales) Act by applying the principles of sustainable development to the management of Wales' natural resources. The Act puts the ecosystem approach into statute through a set of Sustainable Management of Natural Resources (SMNR) principles, which are based on the 12 principles (Ecosystem Approach principles) contained in the UN Convention on Biological Diversity (CBD).

26. Sustainable Management of Natural Resources (SMNR) Delivery Framework

27. The SMNR delivery framework is an interconnected framework delivered through the Environment Act and the publication and review of the following:

28. **State of Natural Resources Report** (SoNaRR) - produced by NRW and will report on status of Wales natural resources and *will underpin the*

29. **National Natural Resources Policy** (NNRP) produced by Welsh ***Ministers*** which will set out the priorities for sustainable management of natural resources at a national level. The priorities in the NNRP will be delivered at a ***local level through***

30. **Area Statements** produced by NRW. These should involve local collaboration through the local partnerships.

31. Habitats and Species of Principal Importance in Wales

32. Welsh Ministers must prepare and publish a list for the purpose of maintaining and enhancing biodiversity in relation to Wales. A new list (Section 7 list) of species and habitats of principal importance in Wales will replace the existing list of species and habitats of principal importance identified under Section 42 of the NERC Act.

33. COMPLYING WITH THE BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY

34. This new duty under Section 6 of the Environment Act replaces the biodiversity duty in the NERC Act which required that public authorities must have regard to conserving biodiversity. The Environment Act enhances the current NERC Act duty to require all public authorities, when carrying out their functions in Wales, to seek to:

35. "Maintain and enhance biodiversity" where it is within the proper exercise of their functions. In doing so, public authorities must also seek to "promote the resilience of ecosystems".

36. A new reporting duty enables public authorities to report on actions taken to improve biodiversity and to promote the resilience of ecosystems and also what actions have been taken to incorporate biodiversity measures into other areas of policy, strategies or initiatives. Subsection 6(5) requires that in complying with the duty public authorities must have regard to the set of living organisms and types of habitat published under Section 7, the State of Natural Resources Report (SoNaRR) and any Area Statement.

37. Public authorities must take account of relevant evidence as required under the Act and will be required to prepare and publish a plan on how they intend to comply with the biodiversity and resilience of ecosystems duty. These public authorities must also review their forward plans in light of the findings in their report on their actions.

38. The intention is that the plan will be produced within the first year of the Act coming into force (May 2016-May 2017). The first report on complying with the duty must be published by 2019 and then every three years. Public authorities must also review their forward plans in light of the findings in their report on their actions.

39. Nature Recovery Plan for Wales

40. The Nature Recovery Plan for Wales (NRP) sets out how Wales' will address the Convention on Biological Diversity's (CBD) Strategic Plan for Biodiversity. The NRP has been produced by the Wales Biodiversity Strategy Board, members of which represent both land and sea managers, Natural Resources Wales, the environmental third sector, local authorities, Wales Biodiversity Partnership and Welsh Government. These objectives will be used to identify and take forward action within Gwynedd Council to meet the Duty

41. The objectives of the NRP are:

42. Engage and support participation and understanding to embed biodiversity throughout decision making at all levels

43. Safeguard species and habitats of principal importance and improve their management

44. Increase the resilience of our natural environment by restoring degraded habitats and habitat creation
45. Tackle key pressure on species and habitats
46. Improve our evidence, understanding and monitoring
47. Put in place a framework of governance and support for delivery

48.GWYNEDD COUNCIL'S BIODIVERSITY DUTY PLAN

49. This plan has been produced to fulfil Gwynedd Council's legal obligation to the Environment Act (Wales) 2016 and is summarised below:

50. An enhanced biodiversity and resilience of ecosystems duty which replaces the existing duty under the NERC Act. Public Authorities **"must seek to maintain and enhance biodiversity in the proper exercise of their functions and in doing so promote the resilience of ecosystems".**

51. To assist in complying with the new duties public authorities must prepare and publish a forward plan on how they intend to comply with the new duty

52. Relevant evidence must include Section 7 list of habitats & species, SoNaRR and any relevant Area Statement

53. The consideration of biodiversity should be embedded into their business plans including policies, plans, programmes and projects as well as day to day activities

54. The Nature Recovery Plan contains six objectives in order to aid in developing biodiversity actions

55. The first plan should be published by May 2017 and first report on complying with the duty should be published by 2019

56. Forward or Biodiversity Duty Plans may be required as part of any submission to Welsh Government for funding and should also be linked to the relevant Well-being of Future Generations Act goals.

57. The following Biodiversity Duty Actions includes current actions by Gwynedd Council on maintaining biodiversity across all Departments within the ongoing constraints on budgets, resources and capacity as a result of the Financial Crisis

58. Future actions have also been included on how the Council aims to meet the new enhanced duty over the next two year. These actions will be monitored by the relevant Department over the next 2 years in order to review their progress and adjust

accordingly. The Biodiversity Team will be responsible for collating the outcomes of these actions in order to produce the report in 2019.

59. In order to guide action to comply with the Duty the actions have been categorised under the relevant National Recovery Plan (NRP) objectives.

60.BIODIVERSITY DUTY ACTIONS

Countryside Champion, Council Members

Nature Recovery Plan (NRP) Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 6: Put in place a framework of governance and support for delivery	• An elected Council Member as Biodiversity Champion since 2008	• Re-elect a Council member as a Countryside Champion • Raise awareness on complying with the new Biodiversity Duty • Adopt & promote the new Biodiversity Duty Action Plan

All Departments

NRP Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	**Biodiversity and Resilience of Ecosystem Duty, Environment Act: Section 6** • Previous workshops/meetings held to raise awareness of the NERC Act across Departments • All Departments informed of the new Biodiversity Duty 2016 • All Departments asked to prepare actions on how they are contributing towards maintaining & enhancing biodiversity • All Departments consulted on current and proposed actions for 2017-19.	• All Department will be responsible for monitoring their actions over the next two years and reporting on their progress for the review in 2019

NRP Objective 4: Tackle key pressures on species and habitats	• Take account of the evidence provided in The State of Natural Resource Report (SoNaRR) • Review the report and identify key issues for Gwynedd	• Relevant departments to feed into Area Statements
NRP Objective 5: Improve our evidence, understanding and monitoring	• Feed into the Wales biodiversity indicators for the Well-Being & Future Generations Act 2015 – Resilient Wales goal	• Review how effectively Gwynedd Council is performing against the Resilient Wales goal
NRP Objective 6: Put in place a framework of governance and support for delivery	• Council Officers attended NRW workshop in Nant Gwrtheyrn in 2016 • Meet with other LA Ecologists & NRW to discuss the way ahead	• Feed into the Area Statement process
NRP Objective 6: Put in place a framework of governance and support for delivery	Gwynedd Wellbeing Plan Draft Welfare Plan published by the Gwynedd and Mon Public Services Board based on the assessments. Results included: People of Gwynedd say that there is a need to •Protect the environment • improve the appearance of streets • increase recycling rates • Ensure that developments do not impair or have an impact on the environment •	• A more detailed consultation is going ahead to feed back again into the Plan • Biodiversity Duty Plan should feed into Well-being Plan (A Resilient Wales goal)
NRP Objective 6: Put in	**Biodiversity Duty Plan**	• Continue to collate &

place a framework of governance and support for delivery	• Collate information on all biodiversity-related activities for the new Biodiversity Duty Plan across Gwynedd Council's Departments	report on biodiversity activities and include enhancement options where possible. • Maintaining & enhancing biodiversity should be embedded into all business plans including policies, plans, programmes and projects as well as day to day activities

Learning & Development Service

Corporate Support

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	• Council staff – CETIS online questionnaire on biodiversity	• Council staff – update CETIS questionnaire to include the Environment Act 2016 and circulate online questionnaire
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	**Sustainable Procurement Policy 2015.** Goods / services purchased should have the least damaging effect to the environment; consider whole life costs of purchases, recycling opportunities / alternatives and waste reduction opportunities. This also includes asking supply market about their own environmental	Continue to integrate Gwynedd's Sustainable Procurement Policy across all of the Authorities Departments

	responsibilities, and in tender documentation what steps they are taking to address environmental factors.	

Education

Schools

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	• Participation in Eco-Schools programme • Biodiversity included in the curriculum • Visits to Nature Reserves, habitats and landscapes • Activities – RSPB Garden Bird Survey, wildlife gardening • Visits by officers e.g. RSPB, National Trusts Wardens, Wildlife Trust, LA Ecologists • Reuse/Reduce/Recycle	• Continue to encourage schools to participate in the Eco-Schools programme • Ensure curriculum includes biodiversity • Encourage visits to nature conservation sites and talks from practitioners

Adults, Health & Well-being

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	**Gwynedd Ageing Well Plan 17-18** Helping Gwynedd's older people to live a full & independent life: • Keeping fit in the outdoors – walking/gardening, better access to public footpaths, easier recycling facilities • Learning new skills/training & volunteering opportunities - environmental projects e.g. bird watching schemes, beach cleans, rubbish pick-ups, community gardening, volunteering to help manage sites for wildlife.	• Continue to implement the Gwynedd Ageing Well Plan and encourage Gwynedd's older generation to use the natural environment in order to live a full & independent life

Children & Supporting Families

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	• Children benefit from playing outside in green spaces – promote safe areas in our natural environment for children to play • Encourage participation in community projects e.g. community gardens, beach cleans, reduce/reuse/recycle schemes • Promote participation in outdoor activities for children e.g. walking, climbing, biking • Reducing carbon footprint in partnership with public bodies e.g. travel, energy/property, refuse	• Continue to include to promote the use the natural environment as a way of ensuring our children's health & well-being.

Economy & Community

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	• Promote Outdoor/ Environmental Education • Support grant-aided Community Projects which also benefit the natural environment • Offer a variety of sport & energetic activities within schools and the	• Promote Outdoor/ Environmental Education • Support grant-aided Community Projects which also benefit the natural environment • Offer a variety of sport & energetic activities within schools and the

	community for children & young people • Promote Green Businesses where possible • Promote Green Tourism where possible	community for children & young people • Promote Green Businesses where possible • Promote Green Tourism where possible

Economy & Community

Marine & Country Parks Unit

NRP Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 2: Safeguard species and habitats of principal importance and improve their management	• Management of Country Parks & beaches includes maintaining & enhancing the local biodiversity	• Continue to maintain & enhance biodiversity on Gwynedd's Rural Parks & beaches

Highways & Municipal

Tidy Towns Project

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	Core activities: • Community Clean-ups to tackle fly-tipping • Dog-fouling • Environmental Roadshow	Continue core activities: • Community Clean-ups to tackle fly-tipping • Dog-fouling • Environmental Roadshow

Highways & Municipal

Waste & Recycling Unit,

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	Solving waste issues: • Kerbside recycling • Food waste collection • Kerbside Nappy collection • Real nappy collection • Textile recycling • Mobile awareness raising project	Continue with solving waste issues: • Kerbside recycling • Food waste collection • Kerbside Nappy collection • Real nappy collection • Textile recycling • Mobile awareness raising project

Environment

Property Unit

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	1Manage/ Administer Council owned tenant farms	• Ensure Farm Tenants' are managing their hedges & trees appropriately • Encourage Farm Tenants' to participate in Agri-Environment Schemes • Ensure Farm Tenants' are complying with the Code of Good Agricultural Practice for the Protection of Water, Soil and Air for Wales 2011 in order to minimize the risk of pollution

Environment

Integrated Transport Unit,

NRP Objective	Previous/Current Actions	Actions for 2017-19
Objective 1: Engage & support participation and understanding to embed biodiversity through decision making at all levels	• Statutory Quality Bus Partnership (SQBP) Scheme - the Snowdon Sherpa provides a high quality public transport service, which seeks to minimise environmental impact with new lower emission buses along a key tourist corridor • An adopted Active Travel Plan for Gwynedd which includes maintaining and enhancing their numerous multiuser paths for cyclists & walkers • Gwynedd's Green Travel scheme for staff – free bike hire for 12 months with option to buy, car share scheme, Green Car Scheme	• The SQBP Scheme will continue until 2021 • Publish an Active Travel Network Map which will be available to the public • continuously improve facilities and routes for pedestrians and cyclists • Assess proposed new walking & cycle routes for Gwynedd

Environment

Biodiversity Team

Service Area	Previous/Current Actions	Actions for 2017-19
Biodiversity Team, Environment **Objective 1: Engage & support participation and understanding to**	• Provides ecological advise on all biodiversity matters for Gwynedd Council • Established Natur Gwynedd/LBAP Partnership	• Ensure continuation of in-house specialist advice on ecology & trees • Continue to work with Partnership organisations on joint projects • Continue to provide

embed biodiversity through decision making at all levels	• Annual raising awareness activities • Presentations/talks to groups /schools/clubs • Provides Development Control training – European Protected Species & European Sites	updates/raise awareness with Development Control on environmental legislation
Environment NRP Objective 2: Safeguard species and habitats of principal importance and improve their management	• Previous Wales Priority Species list including Section 42 of the NERC Act 2006 used to provide the foundations for Gwynedd's LBAP (Natur Gwynedd 2004) • Grant-funded conservation projects based actions from Natur Gwynedd Plan (LBAP)	• Use Section 7 Environment Act Species list to review current priority species listed in Natur Gwynedd & Development Control work • Where possible participate in local conservation projects
Biodiversity Team, Environment **Objective 3: Increase the resilience of our natural environments by restoring degraded habitats & habitat creation**	• Pollinators Project sites • Natur Gwynedd Implementation Project • Specialist advice on biodiversity & trees provided by the Biodiversity Team to Development Control • Gwynedd's Coed Cymru Officer provided advice to landowners to protect, use and enhance the woodland resource in Wales. The work supported by research and innovation, pioneered a range of projects to enhance land management practices and to add value to timber. The post ended in 2014 • Draft Biodiversity SPG created for LDP	• Where possible participate in national projects on habitats & species • Complete a new Supplementary Planning Guidance for Biodiversity for the LDP • • Create a new Supplementary Planning Guidance on trees for the LDP • Work with the new Coed Cymru Officer located within the Snowdonia National Park authority (Summer 2017) on joint projects.
Biodiversity Team, Environment **NRP**	• Previous Wales Priority Species list including Section 42 of the NERC	• Use Section 7 Environment Act Species list to review current

Objective 2: Safeguard species and habitats of principal importance and improve their management	Act 2006 used to provide the foundations for Gwynedd's LBAP (Natur Gwynedd 2004) • Grant-funded conservation projects based actions from Natur Gwynedd Plan (LBAP)	priority species listed in Natur Gwynedd & Development Control work • Where possible participate in local conservation projects
Biodiversity Team, Environment **NRP Objective 4: Tackle key pressures on species and habitats**	• Biodiversity Team provides advice on managing invasive species • Gwynedd Council as a landowner required by law to manage invasive species such as Japanese Knotweed • Initiatives by PLAS SAC to tackle marine invasive species e.g. Chinese Mitten Crab • Conditions imposed on Planning Permission to ensure management of invasive plants	• Continue to provide advice on invasive species
Biodiversity Team, Environment **NRP Objective 5: Improve our evidence, understanding and monitoring**	• Participation in local & national surveys e.g. water voles, otters, waxcaps, great northern diver • Species data is passed on to Cofnod (north Wales Local Record Centre)	• Where possible continue to participate in survey work and raising awareness
Biodiversity Team, Environment **NRP Objective 6: Put in place a framework of governance and support for delivery**	• Currently the Biodiversity Team has 2 x PT Ecologists, 1 x PT Temporary Tree Officer, 1 x FT SAC Officer, 1 x FT project Officer	• Ensure there is adequate capacity within Biodiversity Team to comply with our Biodiversity Duty.

Environment

Pen Llŷn a'r Sarnau Special Area of Conservation PLAS SAC

Service Area	Previous/Current Actions	Actions for 2017-19
NRP Objective 2: Safeguard species and habitats of principal importance and improve their management	• PLAS SAC Management Plan reviewed & implemented • Grant-funding sourced for conservation action e.g. Porthdinllaen Seagrass, Morfa Gwyllt Project, Dolphin Watch • Marine expertise sought from PLAS SAC Officer for Planning & Policy consultations	• PLAS SAC Management Plan continuously reviewed & implemented • Grant-funding sourced for conservation action eg Porthdinllaen Seagrass, Morfa Gwyllt Project, Dolphin Watch • Trial an integrated catchment project on the Llŷn • Marine expertise sought from PLAS SAC Officer for Planning & Policy consultations
NRP Objective 2: Safeguard species and habitats of principal importance and improve their management	• The Marine Ecosystem Project is trialling the Ecosystems Approach on the Llŷn • A Code of Conduct for Gwynedd has been launched – raising awareness amongst boat-users of marine wildlife such as dolphins • A Fishing for Litter project is being trialled in Criccieth by reducing litter in the marine environment	• Source funding in order to continue to implement the Ecosystems Approach on the Llŷn • Continue to roll-out the Code of Conduct across Wales • Look into the possibility of rolling out the Fishing for Litter project in other towns

Environment

Countryside Unit

NRP Objective 2: Safeguard species and habitats of principal importance and improve their management	• Management of Local Nature Reserves • Management of Recreational Routes (Lonydd Las) which offer safe routes for cycling & walking but embedded in the countryside and surrounded by wildlife • Gwynedd's Coastal Path • Llŷn Landscape Partnership – protecting Llŷn's habitats • Manage Llŷn's Area of Outstanding Natural Beauty	• Management of Local Nature Reserves • Management of Recreational Routes (Lonydd Las) which offer safe routes for cycling & walking but embedded in the countryside and surrounded by wildlife • Gwynedd's Coastal Path • Llŷn Landscape Partnership – protecting Llŷn's habitats • Manage Llŷn's Area of Outstanding Natural Beauty
NRP Objective 3: Increase the resilience of our natural environments by restoring degraded habitats & habitat creation	• Funding sourced mainly via Natural Resource Wales & Welsh Government to manage sites	• Identify funding to manage sites eg Single Revenue Grant

Environment

Development Control Unit,

Service Area	Previous/Current Actions	Actions for 2017-19
NRP Objective 3: Increase the resilience	• Specialist in-house ecology & tree advice sought on all relevant planning matters	• Continue to ensure adequate Habitat Management Plans are in place and implemented

of our natural environments by restoring degraded habitats & habitat creation	• Ensure Habitat Management Plans are in place and implemented	• Working with the Biodiversity Team, introduce a range of optional simple enhancements that Planning Applicants can incorporate into their developments. This would help fulfil the additional 'enhancement' element of the new Biodiversity Duty.
NRP Objective 4: Tackle key pressures on species and habitats	• All relevant Planning Applications & Developments are screened by the Biodiversity Team for any detrimental environmental effects. Significant environmental effects can result in the refusal of planning permission unless effects can be adequately mitigated for • The Tree Preservation Order process safeguards trees & woodlands important for their amenity & biodiversity value • Local Service Agreement between Cofnod and Planning – all planning application are screened by Cofnod for notable species/habitats	• All relevant Planning Applications & Developments are screened by the Biodiversity Team for any detrimental environmental effects. Significant environmental effects can result in the refusal of planning permission unless effects can be adequately mitigated for • The Tree Preservation Order process safeguards trees & woodlands important for their amenity & biodiversity value • Local Service Agreement between Cofnod and Planning – all planning application are screened by Cofnod for notable species/habitats

Environment

Planning Policy Unit, Environment

Nia Haf Davies –

NRP Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 4: Tackle key pressures on species and habitats	• Gwynedd Unitary Development Plan (UDP) contains Environmental Policies in order to protect & enhance locally important habitats & species • Natur Gwynedd Supplementary Planning Guidance written by the Biodiversity Team included in the UDP	• The Gwynedd & Môn Joint Local Development Plan (LDP) was adopted in spring 2017 and contains new Environmental Policies which will protect & enhance locally important habitats & species • Update UDP Supplementary Planning Guidance on Biodiversity & Planning for Gwynedd's LDP

Environment

Environmental Health Unit,

NRP Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 4: Tackle key pressures on species and habitats	• Gwynedd Council implements Local Air Quality Management (LAQM) through a network of diffusion tube monitoring locations at sensitive areas. The Council also operates a dust (PM10) monitor eg in properties close to quarries • The air quality implications of plans &	• Continue to implement LAQM • Continue to assess air quality implications through the Development Control process

	projects are fully assessed for their potential effects on sensitive habitats & species through the HRA process	
NRP Objective 4: Tackle key pressures on species and habitats	• Land Contamination is dealt with via the Development Control process. Many sites are likely to be brownfield sites (previously developed) often for commercial or industrial use. Historical mining may also have some contamination present. • Potential of 'contaminated land' is assessed to ensure they are not causing unacceptable risks to human health/ environment. Action is taken in accordance with the legislation • Industries require a permit to carry out authorised activities under LAPPC and industrial premises are inspected to check for compliance through a range of Environmental Protection legislation e.g. emissions control, best practice use and equipment. • Enforcement action will be taken against industries and residential properties e.g. uncontrolled releases to air	• Continue to control & assess contaminated land

Environment

Energy Conservation Unit

Service Area	Previous/Current Actions	Actions for 2017-19
NRP Objective 4: Tackle key pressures on species and habitats	• Gwynedd Council's Carbon Management Plan 2015 (CMP1) aimed to reduce CO_2 emissions generated from its' service provision activities by 30% by 2015. A first step in ensuring that Gwynedd plays its' part to combat the effects of climate change and ensure a sustainable County.	• Gwynedd Council's next Carbon Management Plan (CMP2) aims to achieve a very ambitious 60% reduction by 2021. This aspirational target has been set against a 2005/06 baseline by achieving continual improvements to meet Welsh Government Targets for annual CO_2 emissions reductions of 3%.

YGC/Consultancy

NRP Objective	Previous/Current Actions	Actions for 2017-19
NRP Objective 4: Tackle key pressures on species and habitats	• Lead on Ordinary Water Course Consent – ecology advice sought from Biodiversity Team • Acts as Lead Flooding Authority – catchment/ecosystem approach used to try and solve flooding issues • Responsible for the Shoreline Management Plan (includes priority habitats & designations) • Responsible for maintenance & improvement of bridges – biodiversity enhancement options considered eg dipper boxes, enhancement for otters	• Lead on Ordinary Water Course Consent – ecology advice sought from Biodiversity Team • Acts as Lead Flooding Authority – catchment/ecosystem approach used to try and solve flooding issues • Responsible for the Shoreline Management Plan (includes priority habitats & designations) • Responsible for maintenance & improvement of bridges – biodiversity enhancement options considered eg dipper boxes, enhancement for otters

GWYNEDD COUNCIL CABINET

Report for a meeting of Gwynedd Council Cabinet

Date of meeting:	**03.07.18**
Cabinet Member:	**Councillor Gareth Roberts**
Contact Officer:	**Mari Wynne Jones and Rhion Glyn**
Contact Telephone Number:	**01286 679268**
Title of Item:	**A Place to Call Home: Impact and Analysis**

1 THE DECISION SOUGHT

1.1 Approve further steps in response to the follow-up survey carried out by the Older People's Commissioner since the original A Place to Call Home report.

2 THE REASON FOR THE NEED FOR A DECISION

2.1 A request was received from the Older People's Commissioner for her final report (Appendix 1 - A Place to Call Home: Impact and Analysis), and the individual analysis (Appendix 2 - Follow-up Survey to the Review of Care Homes: Observations on Gwynedd Council's Response), to be discussed at Cabinet level.

3 INTRODUCTION

3.1 In 2014, the Older People's Commissioner presented the findings of her review of Care Homes. The substantial need for change and ensuring that older people's quality of life was central to the care system we work within, was made explicitly clear. In the original report, the changes needed to ensure improvements in the care homes that older people wish to see, and which they are entitled to expect, were described.

3.2 All public bodies considered in her review welcomed and appreciated these findings, and the Older People's Commissioner asked for assurance that they would take the necessary steps to ensure future improvements.

3.3 In response to the National Review, Gwynedd, like all other public bodies in Wales under consideration in her review, began to draw-up a work programme. The work programme agreed upon in May 2015, and the Commissioner's original report, has undoubtedly influenced the

Department's day-to-day work and the decisions made in terms of developing, commissioning, providing and monitoring care services.

3.4 As an authority, we greatly appreciate the contribution and influence of the Older People's Commissioner over recent years in improving the care system in Wales; and I am also eager to thank her personally for her time and the constructive feedback that has been shared with us here in Gwynedd.

3.5 In January 2017, a request was received from the Older People's Commissioner for information that evidenced that what had been agreed as a work programme back in May 2015 had been acted upon and had been embedded as a part of the day-to-day service provision and commissioning. Evidence was sought on four 'Required Actions' (Appendix 3) in particular.

3.6 Appendix 2 (Follow-up Survey of the Review of Care Homes: Observations on the Response from Gwynedd Council) notes the Commissioner's observations for each of the 'Required Actions', and whether or not she believes that the authority has made an acceptable level of progress. The analysis highlights that one of the Required Actions is 'Adequate', two have been noted as 'Partly Adequate' and one as 'Inadequate'.

3.7 In general, the Commissioner was of the opinion that the evidence shared with her in response to her request in January 2017 (Appendix 3) complied with the format requirements, however, insufficient details had been provided in a number of fields to enable her to pass judgement. It was also noted, specifically that more evidence was needed regarding the outcomes for older people and the need for any encouraging lessons learnt to be shared and disseminated more widely. Therefore, although she acknowledges the arrangements put in place in terms of the Annual Quality Report, it should be noted that the Commissioner would have wished to see specific information regarding how activity is being monitored for progress and how it is being reviewed within corporate management structures. Acknowledgement was also received for the purposeful and encouraging steps being taken by means of Ffordd Gwynedd in respect of the culture change and the development of attitudes that are more person centred.

3.8 In light of the information and evidence shared with the Older People's Commissioner (Appendix 3), I believe that her analysis (Appendix 2), is thorough, correct and fair. Having said this, I do feel that 'Insufficient' for Required Action 3.3 is quite harsh and that a judgement of 'Partly Sufficient' would have possibly been fairer. Although no reference was made to the original work programme in response 3.3, I believe that we have referred to a number of exciting and successful projects that testify that progress is being made in this field, e.g. 'Hen Blant Bach', the Perthyn Project and the Speak Up Project, to name but a few.

3.9 In light of discussions with officers who have been involved in the work of gathering information and providing evidence, and whilst I understand the obvious need for consistency in responses from public bodies across

Wales, I believe that it is fair for me to say that they felt that the format in terms of the word limit etc. did not allow them to present all the information that they would have wished.

3.10 Since the latest observations were received from the Older People's Commissioner at the beginning of the year (Appendix 1 and 2), the Department's officers have striven to collect further information and evidence in response to the Commissioner's detailed observations.

3.11 Although there is obvious room for improvement and for providing evidence in the future, it was encouraging to see specific attention being given to Gwynedd projects (DementiaGo and the Perthyn Project) when sharing good practice in the national report (Appendix 1 - A Place to Call Home: Impact and Analysis).

4 THE REASONING AND JUSTIFICATION FOR RECOMMENDING THE DECISION

4.1 It is proposed that the Cabinet considers approving the following further steps in response to the follow-up survey carried out by the Older People's Commissioner following the original A Place to Call Home report.

1. Present further and detailed information that provides more evidence to the Commissioner, which responds to the observations against the four Required Actions.
2. Ensure that future quality monitoring arrangements address any elements we believe to be weak and in need of strengthening.
3. Develop our Ffordd Gwynedd performance measures further in terms of ensuring that we have qualitative and thematic data for each Residential Home in the future.
4. Continue with the comprehensive work programme that is in progress to develop and adapt the County's in-house Residential Homes in order to respond to the more intensive needs of our residents, and Dementia expertise in particular.

4.2 I believe that implementing the further steps in question would ensure that we provide a fuller illustration to the Commissioner of the good work that has been going on since the original findings were shared in 2014.

4.3 I also believe that these steps would help us learn continuously, share good practice and develop our services to the future.

4.4 I would also like to take this opportunity to inform the Cabinet about another report that I will be presenting soon. The report will be requesting a permanent financial investment to fund and increase care hours in our Care Homes. The basis and background of this request will be the need to meet the more intensive needs of the residents of our Residential Homes, as well as ensuring that we have the necessary capacity to further develop our Dementia expertise across the County. Evidence has already been shared with the Commissioner of the work that has

happened in Llys Cadfan specifically and the intention to develop other Homes across the County.

4.5 This proposal has been highlighted in the Council Plan and I trust that the Cabinet's approval of the forthcoming report will respond to the recent recommendations of Care Inspectorate Wales in terms of the staffing levels of our residential homes, but will also equip us to ensure continuous improvement in terms of offering dementia care closer to home.

5 NEXT STEPS AND TIMETABLE

5.1 The work of gathering further information and evidence has now been completed and is ready to be sent to the Commissioner.
It is anticipated that the additional information in question will be sent to the Older People's Commissioner by the end of July.

5.2 It is anticipated that work will proceed over the next 12 months to develop performance measures for Care Homes and to consider how we will adapt and influence our current quality monitoring arrangements. We will monitor progress in this respect through the performance monitoring procedure.

6 ANY CONSULTATIONS UNDERTAKEN PRIOR TO RECOMMENDING THE DECISION

Chief Finance Officer:

I understand that the author does foresee any additional expenditure arising from this work, and this report does not commit the Cabinet to any specific expenditure, since the Adult, Health and Wellbeing Department's current budgets will meet any additional pressure. Having said that, I note the Adult, Health and Wellbeing Department will be in a strong position for improving the services in accordance with the Commissioner's findings through the use of additional resources from bids approved by the Council for 2018/19, and the Government's integrated care fund grant this year.

Monitoring Officer:

No comment from a propriety perspective.

Older People's Commissioner for Wales
Comisiynydd Pobl Hŷn Cymru

A Place to Call Home: Impact & Analysis

Assessing progress to improve the quality of life and care of older people living in care homes in Wales

Driving change for older people across Wales

The Older People's Commissioner for Wales

The Older People's Commissioner for Wales is an independent voice and champion for older people across Wales. The Commissioner and her team work to ensure that older people have a voice that is heard, that they have choice and control, that they don't feel isolated or discriminated against and that they receive the support and services that they need.

The Commissioner and her team work to ensure that Wales is a good place to grow older, not just for some but for everyone.

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Foreword

When I published the findings of my 2014 Care Home Review, I was clear that significant change was required to ensure that quality of life for older people was placed at the heart of our care home system, across care delivery, commissioning, regulation and inspection.

Following the publication of my Care Home Review report, which was welcomed by all of the public bodies subject to it, I sought assurances that they would take forward the action needed across a wide range of areas and deliver the improvements that older people and their families told me they wanted to see.

Having received these assurances, I was clear that I would be closely monitoring the implementation of my Requirements for Action and that I would undertake a programme of detailed follow-up work, through which I would seek further evidence regarding the progress being made and the ways in which the required changes were being delivered in a number of key areas.

Since the publication of my Care Home Review, I have engaged extensively with the Welsh Government in respect of the development of new legislation and its underpinning regulations and codes of practice, and worked with many of the public bodies subject to the review to support them in delivering against the Requirements for Action that applied to them. In addition, I held a series of seminars across Wales for care providers and the wider care home sector, to both highlight the changes required and promote the good practice already in place. It is clear that there is a wide range of work and initiatives now underway, at both a national and a local level, focused on improving the quality of life of older people living in care homes.

Through my ongoing engagement and monitoring of progress made against my Requirements for Action, it is clear that the understanding of residential care, particularly in terms of what people have a right to expect, has been reframed significantly at a strategic level. The impact section of this report identifies new legislation, regulations and guidance that have the potential to deliver real change within care homes and make a real difference to the lives of older people.

These include new inspection frameworks that are both values-based and rights-based, new training frameworks for social care staff that have a particular focus on the needs of people living with dementia, and a range of local initiatives that are the result of more effective engagement with older people living in care homes and new standards in social care.

However, through my ongoing engagement and monitoring, I became concerned that there did not appear to be visible action across Wales in relation to a number

of areas. I therefore wrote to public bodies to request evidence regarding the action they had taken in relation to 15 specific areas. Whilst I recognise that many of these areas are complex and will take time to fully address, I expected to see clear evidence of leadership, ambition and progress moving in the right direction, alongside a clear understanding of why quality of life and outcomes are just so important for older people.

It is clear from the responses provided that, with very few exceptions, progress in these areas is insufficient and that significant action is still required in order for older people to have the quality of life they have a right to expect. As a result, I have no assurance that issues such as continence care, access to rehabilitation support, the prevention of falls and the use of anti-psychotic medication are routinely being managed in line with good practice to ensure the outcomes that older people have a right to.

Furthermore, I have no assurance that a number of key sectoral issues, such as workforce planning, the integration between health and social care inspection and the full involvement of the independent provider base within Wales, are being addressed sufficiently. This is deeply concerning as issues such as these sit at the heart of a number of the challenges faced by our care home sector.

Despite the positive progress made in some areas, my follow-up work makes it very clear that there is still much more to do. Stronger leadership and scrutiny of the action taking place is required from the Welsh Government, and Health Boards and Local Authorities must strengthen their focus on outcomes both at a strategic and a personal level if they are to move away from a task-based approach and deliver the outcomes that older people have a right to. Outcomes matter: they are ultimately what all of the action taking place, whether it be legislation, policy or local action, must be about. Outcomes are ultimately the only way that success can be judged. My Review report made explicit that the price paid by older people when these outcomes are not made real is unacceptably high.

There will always be a need for residential and nursing care, and the people who need this will have more complex health conditions and a greater need for care and support than ever before. Many older people, due to the circumstances in which they find themselves, will be totally reliant upon the people that care for them, totally reliant upon the wider systems in which residential and nursing care operates. They will need our care home system to be consistently at its best, a system that upholds their rights and truly meets their individual needs.

Sarah Rochira

Sarah Rochira
Older People's Commissioner for Wales

Key findings

The key findings are set out in terms of:

- High level observations that relate to the public body submissions as a whole.
- Specific findings that relate to each Requirement for Action. Some of these are grouped as themes.

High level observations

Based on the evidence provided, many Public Bodies failed to demonstrate that the selected Requirements for Action are being driven in a way that makes a meaningful difference to the lives of older people living in care homes. Taken as a whole across sectors, only one third of the responses to my Requirements for Action have been judged as 'Sufficient'.[1] This is particularly disappointing as good progress is clearly achievable, as demonstrated by the four Local Authorities whose responses were judged as sufficient across all the Requirements for Action that were subject to this follow-up work.

The quality of submissions varied significantly; many of the responses lacked detail or did not centrally address the Requirement for Action, instead describing matters that are tangentially related. Overall, the levels of access to services for care home residents were not made sufficiently clear. For example, the data provided by Public Bodies often did not distinguish services provided to care home residents from people receiving support in their own homes. Only half of the submissions from Local Authorities mentioned self-funders at all, and there was generally a lack of clarity concerning access to services for self-funders.

Furthermore, there were disparities within and across the submissions. Some responses, for example, focused on activity within Local Authority homes yet failed to provide sufficient evidence of activity within the independent sector, or focused on nursing homes without reference to the wider residential sector.

The evidence was also highly variable in terms of how 'joined-up' systems appear to be, within and across public bodies, with a view to promoting quality of life and ensuring person-centred approaches. For example, the links and relevant data flow between care management systems, nurse assessors, support plans within the home, contract monitoring and statutory inspections are often not explicit.

1 Responses are available to view on the on the Older People's Commissioner for Wales website alongside the judgements that have been fed back to them <http://www.olderpeoplewales.com/en/reviews/chrfollowup/evidence.aspx>

The meaning of 'outcomes' and an 'outcomes-based approach' were not fully understood or made explicit. Within the submissions, the language used and evidence provided often related to throughputs and inputs or service outcomes, not person-centred outcomes for individual residents.

Unless the Requirement for Action directly referenced people with specific needs (such as 3.2, related to dementia training), the responses from Public Bodies generally neglected to mention how people living with dementia, sensory loss, or those who may be confined to bed are supported, a significant omission given the impact of these upon individuals.

Whilst these findings show that significant action is still needed to fulfil the specific Requirements for Action I included as part of this follow-up work, there are examples of innovative initiatives and good practice, and these have been included in the relevant sections.

Responses to the Requirements for Action

Continence

Welsh Government

- In its response to my 2014 Care Home Review, the Welsh Government stated that the NHS All Wales Continence Bundle Guidance would be reviewed as a basis for 'national guidance' on continence care for the care home sector, but this has not been produced. The Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and the Statutory Guidance for service providers and responsible individuals on meeting service standard regulations address aspects of dignified continence care, as well as continence supplies. Whilst this is a step forward, this is not accompanied by more explicit guidance for providers or adequate recognition that this is a multi-agency issue.

Health Boards

- Whilst there is some evidence of good practice, the submissions from Health Boards suggest inconsistency in approaches and differential access to specialist services, support and appropriate continence products.
- Very little reference was made to continence care being delivered in person-centered ways that enable residents to have choice and control, which is an essential part of their quality of life.

Re-ablement and rehabilitation

Local Authorities and Health Boards

- Several responses illustrate the trend towards establishing 'step up' and 'step down' beds within care homes and much of the evidence provided describes re-ablement services that are increasingly focused on hospital discharge and hospital avoidance. Whilst this focus is an understandable priority for the public sector, a 'two-tier' system appears to be emerging where there is a differential level of service - and different expectations - depending on an individual's occupancy status within the care home.
- Little evidence was provided within the submissions of follow-up activity within homes, working with care home staff to ensure that reablement and rehabilitation goals are reinforced and linked to daily routines.
- A lack of explicit information was provided about whether a preventive approach is a reality for care home residents.

Falls prevention

Welsh Government

- The Welsh Government acknowledged the issues that were highlighted in the 2014 Care Home Review, which included the proposal to develop a national falls prevention programme for care homes. However, no evidence was provided to demonstrate that action has been taken to drive this forward.

Health Boards

- The evidence provided described a range of activity related to falls prevention in care homes (for example, staff training and resource packs, specialist falls practitioners, falls risk assessments), but this is piecemeal in some areas and there is not enough focus on preventive activities (for example, using gentle exercise programmes to help to maintain or improve balance, muscle strength and flexibility).

Dementia training

Local Authorities

- There was evidence of an increased focus on workforce development in relation to dementia, and examples of this being taken forward on a regional

or partnership basis. However, it was not always clear from the evidence provided that Local Authorities are addressing this issue comprehensively.

- 'Good Work: A Dementia Learning and Development Framework for Wales' provides the overarching framework to drive change in workforce development, and support what matters most to people with dementia regarding their care and support. However, over half of the Local Authority submissions made no mention of the Framework or how this will be implemented and monitored at a strategic level.

Befriending

Local Authorities

- A number of examples of good practice were provided, including inter-generational activities and faith-based support. However, the evidence provided in some areas gives inadequate reassurance that residents are enabled to go outside to connect with their local community, to help maintain and sustain external relationships that are vital to their wellbeing.
- Many of the examples provided by Local Authorities related to group activities, and there was limited evidence of care and support planning processes being actively used to ensure individualised, person-centred befriending activities.

Anti-psychotic medication

Health Boards

- Health Boards have not acted on previous commitments set out in relation to this Requirement and have failed to provide or publish clear accurate data in relation to the use of anti-psychotic medication in care homes.
- Some evidence was provided of good practice and projects leading to reductions in the prescribing of anti-psychotic medication in some areas. However, in some cases, this appears to be focused on nursing care homes or linked to particular services. The uneven level of services across the sector and lack of corporate oversight may pose potential risks to some residents.
- The evidence provided indicated that there are no clear pathways for the reduction of the use of anti-psychotic medication, and there does not appear to be sufficient evaluation of schemes in place.

- Little evidence was provided to indicate that individual outcomes related to quality of life are being followed up when the use of anti-psychotic medication is reduced for individuals.

Medication reviews

Health Boards

- The submissions described a range of systems, processes and interventions for providing medication reviews, but there were inconsistencies and potential gaps. It is not always clear how these are overseen and evaluated, or how individual outcomes are followed up.
- The Health Boards that are planning for the General Medical Services Direct Enhanced Service[2] stated that this will cover all residents and this will address the issue of medication reviews. However, it is not clear how they plan to address areas where the contractor does not take the option to provide the Direct Enhanced Service.
- The evidence provided suggested insufficient attention to the involvement of residents in their medication reviews.

Quality of life and engagement

CSSIW

- CSSIW's new inspection regime clearly outlines 'what good looks like' in terms of older people's quality of life, which will form the basis of all inspections in the future.
- Guidance for inspectors has been introduced and inspectors are receiving training on how to work within this new methodology, with an acknowledgement of the importance of upholding older people's rights and reference to the United Nations Principles for Older Persons.
- Changes have been made to inspection reports to ensure that they provide clearer conclusions about the quality of care that people receive and how this impacts upon their wellbeing.

Local Authorities and Health Boards

- The evidence provided about systems and processes to engage and involve residents was mixed in terms of quality, equity, consistency of coverage and the range of formats used.

2 See Glossary <http://www.olderpeoplewales.com/en/reviews/chrfollowup/glossary.aspx>

- Whilst a majority of submissions referenced the availability of independent professional advocacy, in some areas there is limited or no availability of more informal advocacy, or alternative independent provision, to enable residents and families to express their views.
- There are very few tangible examples of how residents' voices feed in to improvement processes and lead to specific changes.

Integrated inspection, governance and transparency

- Since the Welsh Government submission, the Services For the Future: Quality and Governance in Health and Care in Wales white paper has been published, which acknowledges the 'complex and confusing' system of inspection and regulation across Wales. It also demonstrates an intent to ensure that services deliver the same standard of care and support regardless of where they are received. However, there are no proposals about how the healthcare needs of care home residents will be scrutinised and met in terms of future inspection regimes, NHS governance and transparency.
- CSSIW and HIW are conducting a joint review into the availability, and quality of healthcare support for care home residents in North Wales. The findings of this review are intended to shape future joint working between these inspectorates about the health care needs of residents across Wales.

Public information

Health Boards

- None of the Health Boards provided Sufficient responses in relation to this Requirement for Action, and did not provide adequate information related to care homes within their 2016/17 Annual Quality Statements.
- Only four Health Boards mentioned sensory impairment within their responses and this information is either somewhat limited, insufficiently distinct from general community data, or is in the planning process.
- All of the Health Boards described falls management or falls prevention work in hospitals and/or the community within their submissions, but they either fail to distinguish care homes, provide insufficient detail, and/or focus on nursing homes without sufficient reference to the wider care home sector.

Workforce planning and nursing career pathways

Welsh Government

- No evidence was provided of effective national leadership concerning how the needs of the care home workforce, specifically nurses, will be met. There is still no explicit evidence of NHS workforce planning projections that identify the current and future level of nursing staff required within the residential and nursing care sector, including care for older people living with mental health problems, cognitive decline and dementia.
- No planned actions appear to be in place to address national insufficiencies in the availability of nurses in care homes, other than the delegation of nursing tasks. The Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations will require staff continuity[3] and providers will have to demonstrate how they ensure this where agency staff are used[4], but this does not actively address the current skill shortages in the sector.

Health Boards

- Health Boards have been directed by the Welsh Government to include the requirements of the care home sector in their Integrated Medium Term Plans. However, the evidence was unclear about the extent to which these needs are captured in partnership with care home providers to ensure that their needs are captured.
- Most Health Boards are working with universities to provide student nursing placements in care homes, and have developed nursing support, such as revalidation and access to training - albeit to different levels - for nurses currently working in the sector.

3 Regulation 22, Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

4 Regulation 34 & 35, Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

The impact of 'A Place to Call Home?'

Context

In November 2014, my Care Home Review report, 'A Place to Call Home?', outlined the changes required to deliver improvements in care homes that older people want to see and have a right to expect. I was clear that failing to acknowledge and act upon the Requirements for Action set out in my Review report would undermine the good care that currently exists and would prevent us from achieving what we are capable of in Wales.

Following the publication of my Care Home Review, there has been a significant change in the attention given to the care home sector in Wales and the quality of life of the older people who live in care homes. In visiting a number of care homes across Wales, and listening to the voices of older people and their families, I have seen some positive developments. In many cases, the good practice I have seen is linked to strong leadership by individuals such as care home managers, owners, and other front line leaders, who work hard to inspire their teams of staff and ensure that standards are upheld.

My Care Home Review made clear that I expect to see real change delivered for all care homes residents in Wales, and that quality of care and quality of life must not be based on where older people happen to live or where they happen to find themselves in the health and care sector. To secure real change, there not only needs to be effective legislation, policy and guidance, but also effective governance and leadership at all levels. Furthermore, this change must be supported not only through revised systems and processes but through a transformation in culture that is based on a respect for the human rights of care home residents and through developing creative ways to ensure that residents enjoy the best possible quality of life. I have therefore focused on these factors within this follow-up work.

In terms of legislation and policy, I welcome the fact that a range of developments have begun to both directly and indirectly address the issues identified by my Care Home Review and will help to deliver the change that is needed:

- The implementation of the Social Services and Wellbeing (Wales) Act[5] in April 2016 has helped to ensure there is now a far greater emphasis on prevention and person-centred support within social care.
- The National Outcomes Framework[6] for people who need care and support

5 Welsh Government (2017) Care and support in Wales is changing <http://gov.wales/topics/health/socialcare/act/?lang=en> (webpage accessed 16/01/2018)

6 Welsh Government (2017) Measuring well-being <http://gov.wales/topics/health/socialcare/well-being/?lang=en> (webpage accessed 16/01/2018)

emphasises the strengths and capabilities of individuals.

- CSSIW's new inspection regime of Local Authorities acknowledges the importance of upholding older people's rights and makes reference to the United Nations Principles for Older Persons.
- The Regulation and Inspection of Social Care (Wales) Act 2016[7] introduces new standards for care homes, replacing the current National Minimum Standards from April 2019. It has the potential to provide a new foundation for quality of life, and marks a move away from a framework that focused on 'task-based' care to one that places quality of life more centrally.

This section sets out the wider impact of my original Care Home Review and its relationship to these legislative and policy changes in more detail, including related frameworks and guidance. It is structured around the themes that emerged from the original report:

- Day-to day life
- Health and wellbeing
- People and leadership
- Commissioning, regulation and inspection

Day-to-day life

The best care homes are empowering, enabling, flexible, welcoming and friendly communities in their own right, but are still also part of the wider communities in which they are located. My Care Home Review found that too many older people living in care homes have an unacceptable quality of life and that the view of what constitutes 'acceptable' needed to shift significantly. I therefore welcome the fact that the Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and the Statutory guidance for service providers and responsible individuals on meeting service standard regulations[8] should, if fully and effectively implemented, address many of the areas of concern related to day-to-day life that were identified by my Care Home Review.

My Review found that on moving to a care home, older people did not always have accessible, high quality information about what to expect, their rights and entitlements, or how to raise any concerns. I therefore called for the introduction of a Welcome Pack[9] and I am encouraged that the Regulated Services

7 Welsh Government (2017) Regulation and Inspection of Social Care (Wales) Act <http://gov.wales/topics/health/socialcare/regulation/?lang=en> (webpage accessed 16/01/2018)

8 Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

9 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 1.2

(Service Providers and Responsible Individuals) Regulations 2017 will create a requirement for all care home providers to issue a 'Written Guide to the Service' to their residents[10],. This corresponds to the Welcome Pack that has been issued by the Welsh Government Care Home Steering Group, which includes much of the content I called for, and it is my expectation that this wil be used to support implementation.

My Review also found that older people's personal history, likes and dislikes, cultural identity, religious beliefs, achievements and future aspirations were often not given sufficient priority and visibility within the care planning process. I therefore called for a national approach to planning in care homes[11] and I welcome the fact that the new regulations and guidance[12] require service providers to produce Personal Plans for each resident, setting out how, on a day-to-day basis, their care and support needs will be met, including sufficient detail to inform and enable staff to know more about each individual and deliver the best possible care for them. Whilst I have provided detailed commentary on how these Personal Plans may be strengthened[13], I have welcomed the concept, which has the potential to deliver meaningful choice and control for care home residents' day-to-day life.

Mealtimes were also identified by my Review as an area where improvements were needed as they were often a 'clinical operation' and seen as a feeding activity, with residents having little choice about what to eat and when. To address this, I called for the development and implementation of national good practice guidance in relation to mealtimes and the dining experience[14]. I therefore welcome that, in addition to the Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and the Statutory guidance for service providers and responsible individuals on meeting service standard regulations (which makes reference to the importance of positive mealtimes), the Welsh Government has also developed Guidance on the Dining Experience[15], issued by the Welsh Government's Care Home Steering Group. I expect to see this good practice guide used in all care homes in Wales, and for this to be promoted through the new standards of care and support.

As my Review also highlighted that there are often limited opportunities for older

10 Regulation 19, Regulated Services (Service Providers and Responsible Individuals) Regulations 2017

11 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 1.1

12 Regulation 15, Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

13 Older People's Commissioner for Wales (2017) Consultation Response: Phase 2 implementation of the Regulation and Inspection of Social Care (Wales) Act 2016 <http://www.olderpeoplewales.com/Libraries/Consultation_Responses_2017/OPCW_response_to_Phase_2_Consultation_Letter_-_July_2017_English_FINAL.sflb.ashx> (webpage accessed 16/01/2018)

14 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 1.4

15 Welsh Government (2017) Creating a positive dining experience for care home residents <http://gov.wales/docs/dhss/publications/170321diningen.pdf> (webpage accessed 16/01/2018)

people's voices to be heard, I called for care home providers, commissioners and the inspectorate to develop informal and systematic ways in which to ensure

they better understand the quality of life of older people, through listening to them directly (outside of formal complaints processes) and ensuring the issues they raise are acted upon[16]. Whilst I welcome the requirements in the Regulation and Inspection of Social Care (Wales) Act 2016 to ensure that people's voices are heard and acted upon[17,18,19,20,21], this is an area I chose to focus on as part of this follow-up work, as this is of central importance in promoting quality of life.

It was clear from the findings of my Review that the value of independent advocacy, which is critical in improving the quality of life and care of older people by ensuring that their voices are heard and that their rights are upheld, was not sufficiently understood or even recognised by many care homes, Local Authorities and Health Boards. I therefore called for older people living in care homes to have access to Independent Professional Advocacy[22]. Whilst I have been clear that there are a number of limitations relating to independent advocacy within the Social Services and Well-being (Wales) Act 2014, work is now underway to ensure that the statutory requirement to provide Independent Professional Advocacy is fully implemented, which is a positive step forward.

Furthermore, Regulations will be issued under the Regulation and Inspection of Social Care (Wales) Act 2016 to regulate Independent Professional Advocacy services which I am helping to shape through my involvement in the Welsh Government Technical Group on advocacy.

I am also currently undertaking work to assess the extent to which older people have access to Independent Professional Advocacy and the findings of this will be published in early 2018.

My Review findings showed that the emotional and communication needs of older people living with dementia can be poorly understood and neglected, which can lead to them being labelled as 'challenging' and/or difficult and places them at risk of unacceptable treatment and being prescribed unnecessary anti-psychotic medication. As a result of this, I called for action to be taken to ensure

16 Requirement for Action 6.2 A Place to Call Home? Older People's Commissioner for Wales, 2014

17 Regulation 14(3)(d), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

18 Regulation 8(2)(a), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

19 Section 42(2)(b)(ii), Regulation and Inspection of Social Care (Wales) Act 2016

20 Regulation 76(1)(a)(b), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

21 Regulation 80(3)(a), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

22 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 1.6

that older people are not prescribed anti-psychotic medication inappropriately as an alternative to non-pharmaceutical methods of support. I have welcomed the inclusion of 'chemical means' within the definition of 'restraint' within the new regulations and guidance[23], which should help to tackle the inappropriate use of anti-psychotic medication. However, I am concerned that the related guidance does not go beyond stating that service providers should follow the statutory principles and provisions of the Mental Capacity Act 2005, and more should have been included related to the responsibilities of Health Boards This is an important issue that is undermining the human rights of older people and this is why I chose to focus on Requirement for Action (3.5) as part of this follow-up work , specifically the ways in which data about the use of anti-psychotic medication is captured and published. This is also an area in which the National Assembly's Health, Social Care and Sport Committee chose to undertake an inquiry, which I have contributed to.

Health and wellbeing

Another area of concern highlighted by my Review was primary and specialist health care services. Older people were often unable to access these services, resulting in a significant impact upon their health and wellbeing. I made clear the need for a consistent approach to the provision of these services in order to address this and I therefore welcome the fact that the new regulations and guidance include a requirement for providers to provide information (within the Written Guide to the Service) on the healthcare services available and the support available to access these.[24]

My Review findings also showed that there was a lack of consideration for the needs of care home residents, particularly those living with dementia and/or sensory loss, in terms of the care home environment and the use of assistive equipment that can support older people to be more independent. I therefore welcome the fact that the new regulations and guidance state that service providers must ensure that individuals are provided with access to aids and equipment that may be necessary to facilitate an individual's communication.[25]

My Care Home Review concluded that the emotional frailty and emotional needs of older people living in care homes – particularly those with dementia - are not fully understood or recognised by commissioners, providers or inspectors. I am encouraged that CSSIW have developed a new inspection regime that moves beyond task-based care, focuses on people's wellbeing outcomes and recognises

23 Regulation 29(5)(b), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

24 Regulation 19(3), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

25 Regulation 24(2), Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

that it is the way in which people are cared for that significantly impacts on their emotional wellbeing and quality of life. CSSIW have produced new guidance about their commitment to promote and uphold the rights of people who use care and support services; this includes what good care should look like and what is not acceptable for people who use care and support services[26].

People and leadership

The Regulation and Inspection of Social Care (Wales) Act 2016has established a new workforce regulator, Social Care Wales, and has extended the regulator's remit. Throughout my scrutiny of the Act, I consistently called for the regulation of the care home workforce[27] as care staff play such a critical role in whether or not residents have a good quality of life, something made clear throughout my Review report. I welcome Social Care Wales' aim 'to make sure people in Wales can call on a high-quality social care workforce that provides services to fully meet their needs'[28].

The Welsh Government announced in 2015 that all care home workers must register with the workforce regulator from 2020. This is a significant change: coupled with the mandatory training that registration will require, it has the potential to drive up standards of care delivered in care homes. Workforce regulation not only increases the skills of the workforce through the training requirements it imposes, but also offers opportunities to raise the professional status of the care home workforce, helping to tackle low morale. However, it must be acknowledged that this is only one facet in addressing the challenges of developing a stable and sustainable sector, which is an attractive place to work.

When I published my Review report, I called for a national mandatory induction and an ongoing training programme for care home staff[29] and I therefore welcome the introduction of a new Social Care Induction Framework[30] for the sector, which has been developed by Social Care Wales. The revised Framework, which will be aligned to a new suite of qualifications for the health and social care sector currently being developed by Qualifications Wales, incorporates many of the skills and values that I called for, including training in understanding the physical and emotional needs of people living with dementia, and has also been extended to incorporate a new section on healthcare.

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26 CSSIW (2017) New guidance about our commitment to promote and uphold the rights of people who use care and support services <http://careinspectorate.wales/news/170316-human-rights/?lang=en> (webpage accessed 16/01/2018)

27 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 5.7

28 Social Care Wales (2017) Making a positive difference to social care in Wales <https://socialcare.wales/about> (webpage accessed 16/01/2018)

29 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 5.4

30 Social Care Wales (2017) Learning and development Induction and Continuing Professional Development (CPD), 2017 <https://socialcare.wales/learning-and-development/social-care-induction-framework-1> (webpage accessed 16/01/2018)

My Review report also made clear my expectation that care homes should be managed by permanent managers who are empowered to create an enabling and respectful culture of care, and are able to equip staff with the tools and support they need to enable older people to experience the best possible quality of life. I also called for a national recruitment and leadership programme to be developed and implemented, to recruit and train individuals with the right skills and competencies to be effective care home managers.[31] I am therefore pleased that Social Care Wales is implementing a long term programme of work for the development of social care managers that includes a new qualification and a range of other interventions, such as the successfully piloted 'step up to management' programme for social care workers, to give them the confidence to move to managerial roles. It is important that staff within the care home sector are encouraged and enabled to be fully involved in this.

As described above, my Care Home Review highlighted that the emotional and communication needs of people living with dementia are often poorly understood, leading to people being labelled as 'challenging' or 'difficult'. To address the issues that can arise from a lack of understanding of their needs, such as the inappropriate prescribing of anti-psychotic medication, I called for the development of a national dementia training programme[32] and I welcome the fact that Social Care Wales has commissioned and produced 'Good Work: A Dementia Learning and Development Framework for Wales'.[33] This Framework is primarily aimed at people working in the health and social care workforce and identifies three categories of workers relevant to care homes:

- Informed: social and first point of contact workers, for example, receptionists, frontline facing public sector roles, and a requirement for the induction of health and social care workers.
- Skilled: social care workers, nurses and managers.
- Influencer leaders: commissioners and designers of services.

The Framework is a positive step forward as, for the first time in Wales, providers, commissioners of care home services and the general public are able to see the learning outcomes that workers at all levels of the care home sector are expected to deliver to people living with dementia. Social Care Wales has developed a set of resources, launched in late 2017, which organisations can access for free to help them realise the 'Good Work' Framework.[34] The Framework will also form

31 Requirement for Action 5.1, A Place to Call Home? Older People's Commissioner for Wales, 2014

32 Requirement for Action 3.1, A Place to Call Home? Older People's Commissioner for Wales, 2014

33 Social Care Wales (2017) Good work: Dementia learning and development framework <https://socialcare.wales/resources/good-work-dementia-learning-and-development-framework> (webpage accessed 16/01/2018)

34 Social Care Wales (2017) Service improvement: People with dementia <www.socialcare.wales/service-improvement/people-with-dementia> (webpage accessed 16/01/2018)

part of the Welsh Government's Dementia Strategy.[35]

Dementia training is an area I chose to focus on in this follow-up work (Requirement for Action 3.2) and whilst I welcome the progress that has been made, the findings (detailed on page 40) demonstrate the need for continued efforts to ensure these important national developments are implemented across the sector and ultimately lead to positive outcomes for people living with dementia.

Commissioning, regulation & inspection

In my Care Home Review I called for a single outcomes framework of quality of life and care, plus a standard specification to be developed and used by all bodies involved in the regulations, provision and commissioning of care homes[36]. I therefore welcome the focus on quality of life in the Social Services and Well-being (Wales) Act 2014 and the National Outcomes Framework for people who need care and support services.

My Care Home Review also highlighted that there was a lack of meaningful information available to older people and their families to judge the quality of life, care and safety in individual care homes and I called for a range of related actions. New duties under the Regulation and Inspection of Social Care (Wales) Act 2016 should help to address this:

- All providers[37] must produce an annual report on their services. These annual returns will include information on quality of life of older people against the new standards under the Act, as well as information on staff qualifications, staff turnover, the number of formal complaints and whether or not these were upheld. The annual report from the Chief Inspector of Social Services must include information on how the human rights of older people are being upheld[38].
- Within their annual reports, Directors of Social Services must now include the views of service users about quality of life and care within their annual reports[39].

It is essential that commissioners of care and support work with older people and their families to ensure that care homes can meet individual needs and that providers can be challenged about unacceptable standards of care. I therefore

35 Welsh Government (2017) Draft dementia strategy <https://consultations.gov.wales/consultations/draft-national-dementia-strategy> (webpage accessed 16/01/2018)

36 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 6.1

37 Section 10, Regulation and Inspection of Social Care (Wales) Act 2016

38 Section 42(4)(c), Regulation and Inspection of Social Care (Wales) Act 2016

39 Section 56, 144A, Regulation and Inspection of Social Care (Wales) Act 2016

called for a national, competency based training programme to be developed for commissioners to ensure that they understand, and reflect in their commissioning, the needs of older people living in care homes, including the needs of people living with dementia. Work in this area is now underway, with Social Care Wales working in partnership with the National Commissioning Board. Diploma level qualifications have been developed in collaboration with the sector; these are now available at Levels 3, 5 and 7 for social care commissioning, procurement and contracting and include 'understanding the process and experience of dementia' and 'understanding sensory loss'. The five-year strategic plan for Care and Support at Home identifies a clear action for Social Care Wales to develop further learning for commissioners.

My Care Home Review called for new safeguarding arrangements that explicitly recognise emotional neglect as a form of abuse.[40] Meeting older people's emotional needs - so that they feel safe, valued and respected - must be at the heart of care delivery within our care homes and I therefore welcome the fact that wellbeing sits at the heart of the Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations that will replace the old National Minimum Standards. Additionally, in my detailed analysis of the draft Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations[41], I called for providers to be required to attend a safeguarding investigation or an Adult Practice Review and for it also to be made an offence under the Act if providers fail to participate. I have written to the Minister separately regarding this issue.

In terms of Primary Care, the new Directed Enhanced Service (DES) for Care Homes, which came into force on 12 April 2017, has a stated aim 'to enhance the care provided for residents in care homes through a proactive, holistic coordinated model of care'. The associated Guidance[42] makes reference to the findings of my Care Home Review and the review undertaken by Dr Margaret Flynn, In Search of Accountability, which related to Operation Jasmine (2015)[43]. It is encouraging that the DES addresses many areas of concerns that have been highlighted within these reports, such as ensuring better coordination of care through closer multi-disciplinary working. Whilst the DES applies to both residential care homes and

40 Older People's Commissioner for Wales (2014) A Place to Call Home? Requirement for Action 3.6

41 Regulation 26, Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

42 Welsh Government (2017) Specification and Directions on GMS contract <http://www.wales.nhs.uk/sites3/documents/480/gms%20contract%202017%2018%20care%20homes%202017%2018%20final%2012%20april%20v1%20%282%291.doc> (webpage accessed 16/01/2018)

43 Flynn, M (2015) In Search of Accountability: A review into the quality of life and care for older people living in care homes investigated as Operation Jasmine

nursing homes and should be offered to all General Medical Services contractors, I am concerned about what happens where contractors choose not to take up this offer and how the quality of care and safeguarding for all care home residents can be assured. It is therefore essential that Health Boards make concerted efforts to implement this new contract effectively.

My Care Home Review highlighted that the residential and nursing care market in Wales is volatile and fragile and that a lack of registered care home managers and a shortage of appropriately skilled staff pose risks to the quality of care being provided and to the care home market. I was clear in my expectation that forward planning must ensure there is a sufficient number of care homes, of the right type and in the right places. I also called for change through the publication of a national plan to ensure the future supply of high quality care homes. I am therefore pleased that, under the Social Services and Well-being (Wales) Act 2014[44], Local Authorities are now required to publish an assessment of the current and future care and support needs for their population[45] and these must be used to prepare area plans by April 2018, working in partnership with Health Boards.[46] These must also inform Well-being Assessments, which are required under the Well-being of Future Generations (Wales) Act 2015.[47]

Furthermore, I welcome the fact that Local Authorities are also required to produce market position statements for care homes in advance of the requirement (from April 2018) to create pooled budgets for care home accommodation.[48] Associated with this, the Regulation and Inspection of Social Care (Wales) Act 2016 includes a requirement for Welsh Ministers to prepare and publish a national market stability report (informed by each Local Authority).

The National Commissioning Board has produced a care home Market Analysis report[49] which captures some baseline management data and helped to identify gaps; this has raised a number of questions for the Welsh Government to address in terms of workforce recruitment and issues of supply and demand to drive market stability, as well as the model of care for older people that Welsh Government wants to be established in Wales.

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44 Social Services &Well-being (Wales) Act, Part 9

45 Welsh Government (2017) First published Local Authority Population Needs Assessments <http://gov.wales/topics/health/socialcare/act/population/?lang=en> (webpage accessed 16/01/2018)

46 Welsh Government (2016) Welsh Health Circular 028 <http://www.wales.nhs.uk/sitesplus/documents/1064/WHC-2016-028%20Implications%20of%20the%20Social%20Services%20and%20Well-being%20%28Wales%29%20Act%202014.pdf> (webpage accessed 16/01/2018)

47 Well-being of Future Generations (Wales) Act 2015, Section 38(3)(e)

48 Social Services & Wellbeing (Wales) Act, Part 9

49 National Commissioning Board Wales (2017) Draft Findings for Discussion: Wales Market Analysis of Care Homes for Older people <http://www.wlga.wales/SharedFiles/Download.aspx?pageid=62&mid=665&fileid=1220> (webpage accessed 16/01/2018)

I will be working with the Welsh Government to ensure that the Regulations for the Local Market Stability Reports[50] reflect my expectations around forward planning

and I will also be emphasising the importance of national leadership and oversight of this process.

It is important that in undertaking this work the Welsh Government and public bodies take into account the recent report by the Competition and Markets Authority, which highlights that the care home sector is not currently positioned to attract the investment necessary to build the capacity needed for the future, as well as the Institute of Public Care Report, 'The care home market in Wales: Mapping the Sector' (2015)[51], which stresses that Local Authorities and the Welsh Government need to work in partnership to plan future provision, addressing ownership, financial stability, monitoring, staffing and quality of care.

Of particular importance is the need to assess the impact of existing initiatives and whether further action is needed to deliver the outcomes set out in my Care Home Review report.

It is disappointing that the interim report of the Parliamentary Review on Health and Social Care makes little reference to care homes, instead seeing extra care as a model for the future, particularly as the evidence is clear that there will be an increasing prevalence of frailty, disability and dementia amongst older people. Whilst extra care has a role to play, this will not be an appropriate model for a significant number of older people in Wales in years to come. Care homes will still have a role to play.

It is essential that in shaping future legislation on Quality and Governance in Health and Social Care, and considering the findings of the Parliamentary Review on Health and Social Care, that the Welsh Government listens and acts upon this body of evidence. There will always be older people in need of the care and support that can only be provided in care homes and the Government must drive forward a sustainable future for care homes and a transformation in culture to make sure that older people are supported to have the best quality of life possible, wherever they live.

50 Section 56(1)144B, Regulation and Inspection of Social Care (Wales) Act 2016

51 Institute of Public Care (2015) The Care Home Market in Wales: Mapping the Sector' <http://ipc.brookes.ac.uk/publications/publication_840.html> (webpage accessed 16/01/2018)

How I carried out my Care Home Review follow-up work

Following the publication of my Care Home Review report, A Place to Call Home?, in 2014, all of the public bodies subject to my Review welcomed its findings and made specific public commitments to take action in relation to my Requirements for Action. These commitments are available to view on the Older People's Commissioner for Wales website.[52]

I was clear that I would be closely monitoring the implementation of my Requirements for Action and that I would undertake a programme of follow-up work to scrutinise any areas in which further action was needed to deliver the change required.

The impact section of this report demonstrates that there has been a significant shift in the focus and approach in a number of key areas across all levels of the care home system, with new policy, legislation, regulations and guidance that have the potential to deliver real change within care homes and make a real difference to the lives of older people.

There were, however, a number of areas where I had concerns that further action was needed, which were identified as they fall outside of legislative developments or because they relate to ongoing issues that have been shared with my casework team. These are set out in Appendix 1.

Having written to the public bodies subject to my Review in November 2016 to describe my planned approach to this work, I requested evidence from them in January 2017 regarding the action they had taken in response to the selected Requirements for Action. To support them in providing this evidence, and to ensure they were clear about the type of information and the level of detail I required, I shared a 'model answer' with them, along with a high-level judgement criteria, which set out what 'sufficient' responses should include:

- Explicit evidence about how they comply with the specified Requirements for Action that demonstrates clear progression on previously submitted plans in terms of past, current, and ongoing actions, with timelines and named leads (for future and current actions).
- An evaluation of the impact of action/s on outcomes for residents as laid out in the specified Requirement for Action.

52 http://www.olderpeoplewales.com/en/Reviews/chrfollowup/evidence.aspx

- Evidence that the quality of life of residents is now understood as an essential benchmark for the delivery of high quality care and that the public body actively promotes a culture of involvement and engagement in relation to a diverse range of residents.
- Identified future actions to drive cultural change set out within a clear timeline (if analysis of impact demonstrates that this is still needed).
- Evidence of any arrangements in place to ensure that the specified Requirements for Action are actively monitored for progress and reviewed within the public body's Corporate Governance structure.

I requested that responses were submitted using a template I provided (which set out specific questions and format requirements), to be returned by 31 March 2017. Included within the template was a section that allowed examples of good practice to be shared, some of which are included in this report.

The information received was analysed and scrutinised against the judgement criteria and the commitments made by public bodies in response to my 2014 Care Home Review. The 2016/17 Annual Quality Statements published by Health Boards were also examined as they relate to Requirement for Action 6.8. A rating system of 'Sufficient', 'Partially Sufficient' and 'Insufficient' was used in assessing the responses.

The Key Findings Section of this report (page 6) sets out the key themes that have been identified from this analysis across each of the Requirements for Action. Detailed feedback and commentary has also been provided to each of the public bodies based on their responses, highlighting the positive actions that are now being delivered, as well as setting out where further action is needed. I have made clear that a 'Sufficient' rating does not mean there is not room for further progress and that I expect there to be a process of continuous improvement and governance oversight in relation to all of my Requirements for Action.

The responses provided by public bodies and my feedback/commentary are available to view in full on the Older People's Commissioner for Wales website.

Findings of my review follow-up work

This section presents the key findings of this follow-up work, related to the Welsh Government, CSSIW, Health Boards and Local Authorities.

The findings are presented here in relation to:

- Continence
- Reablement and rehabilitation
- Falls prevention
- Dementia training
- Befriending
- Anti-psychotic medication
- Medication reviews
- Quality of Life and engagement
- Integrated inspection, governance and transparency
- Public information
- Workforce planning and nursing career pathways

Continence care

Requirement for Action 1.3

Specialist care home continence support should be available to all care homes to support best practice in continence care, underpinned by clear national guidelines for the use of continence aids and dignity.

Contributing to the following outcome:

Older people are supported to maintain their continence and independent use of the toilet and have their privacy, dignity and respect accorded to them at all times.

Responsibility:

Welsh Government
Health Boards

Review Findings

Health Boards:

Sufficient	2
Partially Sufficient	1
Insufficient	4

Welsh Government: Partially Sufficient

New regulations and guidance under the Regulation and Inspection of Social Care (Wales) Act 2016 do address aspects of dignified continence care and continence supplies. Whilst this is a step forward, this is not accompanied by more explicit guidance for providers, or adequate recognition that this is a multi-agency issue[53]. Also, the proposed revision of the NHS All Wales Continence Bundle Guidance for care homes has not yet been actioned.

Promoting individual continence for as long as possible is essential to personal wellbeing and small enabling changes, such as walking with someone to the toilet rather than moving and transferring them in a wheelchair, can help residents to stay independent. National guidance that specifically addresses the needs of residents in the care home sector – as set out in this Requirement for Action – will help ensure that care home staff are clear about good practice in creating

53 The Regulated Services (Service Providers and Responsible Individuals) Regulations 2017 and Statutory guidance for service providers and responsible individuals on meeting service standard regulations

enabling environments and promoting preventive approaches that enable people to be independently continent as far as possible.

The Care Inspectorate in Scotland has developed a resource, 'Promoting continence for people living with dementia and long term conditions'[54], which is based on the principle that dignity is compromised without appropriate continence care. Research related to this resource is also available, outlining its development and early implementation, and outlining a range of strategies that can help people to remain continent[55].

Health Boards:

All Health Boards stated in their responses that they have continence specialists in place, in the form of continence teams/services, Continence Nurse Specialists and/or nurses with a special interest. However, these forms of support also cover the wider community. Most Health Boards simply stated that all care home residents have access to them, but failed to provide evidence to support this assertion. Little was also said about levels of service availability.

The responses also suggest inconsistencies in approach across different areas. For example, one Health Board stated that it has provided access to care homes to a locally adapted All Wales Bladder and Bowel Care Pathway, whilst another 'encourages care homes to use this kind of tool'. Others make no mention of the pathway at all.

The approach to continence care was often described in terms of task-based support or was related to product supplies (such as pads) and infection control. Although some Health Boards made clear that they promote a range of treatment and management options and do not just offer 'containment', there was very little reference to continence care being delivered in person-centred ways that enable residents to have choice and control, which is an essential part of their quality of life.

A small number of Health Boards mentioned that they have implemented preventive initiatives, such as improving hydration amongst residents.

Initiatives like this can not only make a huge difference to older people's quality of life (as outlined in an All Party Parliamentary Group for Continence Care report (2015)[56]), but also offer the potential for Health Boards to make significant financial

54 Care Inspectorate (Scotland) (2015) Promoting continence for people living with dementia and long term conditions <http://www.careinspectorate.com/index.php/guidance/9-professional/2613-promoting-continence-for-people-living-with-dementia-and-long-term-conditions> (webpage accessed 16/01/2018)

55 Dennis J (2016) Changing our view of older people's continence care. Nursing Times; 112: 20, 12-14.

56 All Party Parliamentary Group for Continence Care (updated 2015) Cost Effective Commissioning for Continence

savings. For example, Aneurin Bevan University Health Board have enabled their Continence Nurse Specialist to be employed on a permanent basis because of the associated savings linked to waste reduction, better housekeeping and contract management.

One Health Board stated that some care home providers can be reluctant to use its Continence Service. The reasons for this are not made clear, but it raises concerns that this might be an issue across other areas. Aneurin Bevan University Health Board has started promoting catheter awareness amongst care home staff as part of a broader campaign, and this has helped to promote contact with independent providers:

Good Practice: Catheter Awareness Week

Aneurin Bevan University Health Board

The Health Board first learned about Catheter Awareness Week (CAW) from the Innovations Network in London, which has run similar programmes. The aim is to improve catheter care by informing nursing staff about what the Health Board is able to provide relating to both continence care and catheter care, and is an opportunity to share best practice. This year's CAW included the community and the Commissioner's Care Home Review report, A Place to Call Home?, reinforced the Health Board's concern to target care homes.

The programme included stands, banners, posters and stickers. Two seminars were made available to staff from all areas and included white boards and photo shoots for delegates to make pledges to improve catheter care. The Health Board worked to ensure they had a strong presence on Facebook and Twitter, which was useful for sharing good practice.

There was a good attendance from care home staff at the seminars. One of the organisers said this was very positive in creating an 'inroad' to private sector care homes as the Continence Service do not always have a strong relationship with them.

Staff training was mentioned in a majority of the submissions. This includes the training of care home staff on an informal basis related to the needs of individuals, provided through the continence services and specialists. Several Health Boards stated that more formalised training is also made available, to enhance the skills and knowledge of care home staff, and Cardiff and Vale University Health Board is looking to develop e-learning modules as an additional resource. It is clear from the evidence that there is a need to ensure such training takes place. For example, one Health Board stated it undertook an audit at the beginning of 2017

that found poor knowledge amongst nursing and residential care home staff in relation to continence (which it is working to address); another submission stated that care home staff requested continence training because there was felt to be a gap. Furthermore, many of the responses focused upon the training of nursing staff, but it was not clear what level of training is provided to different types and levels of staff.

It is essential that continence care training is not simply task-based but addresses dignity, choice and control, and raises awareness of the environmental factors that can impact on individuals in relation to continence (such as colour contrasts and signage). This is especially important for people living with dementia[57], but most of the submissions fail to make any reference to people with living dementia, or to people who have specific access requirements or different cultural needs. It is of key importance that the diverse needs of care home residents are properly taken into account, as this has implications for quality of care and health outcomes.

57 Social Care Institute for Excellence (2015) When people with dementia experience problems related to using the toilet <http://www.scie.org.uk/dementia/living-with-dementia/difficult-situations/using-the-toilet.asp> (webpage accessed 16/01/2018)

Reablement and rehabilitation

Requirement for Action 2.2

Older people in care homes have access to specialist services and, where appropriate, multidisciplinary care that is designed to support rehabilitation after a period of ill health.

Contributing to the following outcome:

Older people receive full support, following a period of significant ill health, for example following a fall, or stroke, to enable them to maximise their independence and quality of life.

Responsibility:

Local Authorities
Health Boards

Review Findings

Health Boards:

Sufficient	2
Partially Sufficient	2
Insufficient	3

Local Authorities:

Sufficient	6
Partially Sufficient	8
Insufficient	8

A large number of Local Authorities and Health Boards did not provide robust evidence of progress with respect to this Requirement for Action. Whilst a range of roles and teams are described (for example, Community Resources Teams, District Nurses, Integrated Services Teams and Frailty Services), there is little critical analysis regarding the performance of these services, of the availability or reality of access for care home residents. Where associated data was provided, it often related to community-based services and it is therefore difficult to assess the level of support available to care home residents. Only half of the submissions provided any information about access to services for self-funders, and in many cases these details were limited. In several submissions reference was made to

recent changes in structures in health and/or social care services (such as patch-based systems, GP clusters, dedicated care home GPs and Liaison Nurses, and Enhanced Service contracts for care homes) that aim to ensure better care co-ordination. However, the benefits and outcomes for care home residents are yet to be tested and realised, and in some cases these new systems only provide partial coverage.

A large number of submissions related to this Requirement for Action provided detailed evidence of falls and/or falls prevention programmes, and these are referenced on page 37. Some Health Boards and Local Authorities also described activity that is associated with general health care, for example:

- **Vale of Glamorgan Council** has established a foot care programme in partnership with Cardiff and Vale University Health Board, Age Cymru and the Society of Chiropodists and Podiatrists, which is resulting in benefits for care home residents in terms of their mobility and has contributed to falls prevention.
- In **Cwm Taf University Health Board**, there is dedicated care home dietician support, as part of the 'At Home' service. This post was made permanent after the benefits of providing enhanced dietetic support were demonstrated in an initial cohort of care homes. This work not only targets individuals referred for treatment but the health and wellbeing of the care home community as a whole.
- **Torfaen County Borough Council** has introduced an oral health programme, with 100% uptake from care homes.[58,59] The evidence suggests that this has resulted in a number of benefits for care home residents, particularly those with dementia, who can enjoy eating a greater variety of foods again. There is also less reliance on food supplements, and the need for dental treatment has been reduced.

Whilst these programmes are all positive, taken by themselves they do not constitute sufficient supporting evidence related to this Requirement for Action concerning access to specialist reablement and rehabilitative services following a period of ill health.

Several submissions described how care homes are now being used to provide short-term reablement support/step up down beds to facilitate hospital discharge

58 The significant impact of poor oral health on quality of life related was evidenced in a report published by the Royal College of Surgeons: "Improving the Oral Health of Older People" (August 2017)

59 Specific work on oral health in care homes in Wales has been undertaken as part of a review of Special Care Dentistry in Wales: http://gov.wales/topics/health/professionals/dental/dentistry/?lang=en (webpage accessed 16/01/2018)

and/or provide transitional reablement support. Many of the submissions suggest that this is the main focus of reablement activity and it is unclear whether permanent, longer term residents get the same kind of attention or service ethos. One Health Board made this disparity in approach clear:

> **"Assessment beds [intermediate care] in the residential homes operate differently from the standard residential bed, with service users encouraged to undertake as many of their acts of daily living for themselves under the supervision of the community staff, therefore promoting self-independence."**

This evidence suggests that a 'two-tier' approach is emerging in relation to reablement and rehabilitation services, where there is a differential level of service and different expectations depending on an individual's occupancy status within the care home. Whilst there is an understandable focus on avoiding hospital admissions and facilitating effective discharge, a lack of attention to care home residents creates dependency and risks the spiraling of further ill health. This has significant personal and cost consequences (as indicated by examples provided by the British Geriatrics Society).[60] A recent interim findings report related to the 'Optimal NHS service delivery to care homes' research highlighted some of the risks and potential benefits of delivering NHS services through care homes, which underlines the need to be concerned about this observation.[61]

A small minority of submissions made reference to support for people with dementia, in the form of specific dementia support services, such as memory clinics or dementia intervention teams. However, this was solely related to cognitive and behavioural support or drug regimes, and there was no reference within the submissions to ensuring access to the range of rehabilitative or reablement therapies for people with dementia, which is particularly important following a period of ill health. This can make a critical difference[62]. As Comorbidities amongst people with dementia are common[63], it is important that health services do not operate in silos when delivering support, or operate eligibility criteria (either explicit or informal) that lead to individuals being excluded from vital support which can prevent deterioration and aid wellbeing.

It is also concerning that there are a number of examples of inappropriate

60 British Geriatric Society (2015) Physiotherapy and older people <http://www.bgs.org.uk/nursepublications/nursing/nursepublications/consultation-physio-and-older-people> (webpage accessed 16/01/2018)

61 Goodman, D et al (2017) Optimal NHS service delivery to care homes: a realist evaluation of the features and mechanisms that support effective working for the continuing care of older people in residential settings (The Optimal project is funded by the National Institute for Health Research [HS&DR Project: 11/1021/02])

62 Social Care Institute for Excellence (2013) Maximising the potential of reablement; Supporting people living with dementia (Guide 49), 2013 <https://www.scie.org.uk/publications/guides/guide49/dementia.asp> (webpage accessed 16/01/2018)

63 International Longevity Centre UK / Scrutton, J and C.U. Brancati (2016) Dementia and Co-morbidities; ensuring parity of care <http://www.ilcuk.org.uk/images/uploads/publication-pdfs/ILC-UK_-_Dementia_and_Comorbidities_-_Ensuring_Parity_of_Care.pdf> (webpage accessed 16/01/2018)

terminology linked to dementia (such as 'challenging behaviour') within some of the submissions. This indicates a lack of awareness about the impact of language and its role in driving positive change in practice and culture.

Whilst a small number of Local Authorities briefly stated that they provide staff training in enabling approaches, the vast majority of submissions from both Local Authorities and Health Boards provided little sense of an enabling ethos in line with the current policy direction. Descriptions are generally service driven and rooted in the language of 'doing to' rather than 'working with' the person.

Where actions are underway, evidence of impact or improvement provided within the submissions is generally anecdotal and vague, or relates to service outcomes/destination (for example, avoidance of hospital admissions/diversion from residential care). Little reference was made to personal outcomes that are robustly linked to care plans/reviews or considered as part of contract monitoring arrangements. Although there were some references to quality checks and satisfaction surveys, this evidence was often combined with wider community data and it is therefore difficult to get a sense of the impact these are having upon care home residents. With a few exceptions, there was little mention of how care plans are being used to help reinforce reablement goals though daily routines and pro-active reinforcement, or of working together with the resident and family members within the framework of a personalised risk assessment to improve health and wellbeing.

Whilst there are clearly significant gaps in the provision of reablement and rehabilitation services, a few examples were provided that demonstrate the significant difference preventive approaches can make to care home residents' health and quality of life (and implicitly to health service budgets):

Good Practice: Prevention

The Stars Project

The STARS Project is a partnership based initiative in Rhondda Cynon Taf (between Leisure, Culture and Tourism and Community Care), which provides a programme of activity in care homes with the aim of improving mood, mobility, circulation and psychological wellbeing. Participation and progress is assessed through care plan reviews, individual risk assessments, a Health & Safety Database, personalised activity plans, behaviour charts and a falls screening assessment tool. The project is a dedicated care home resource available free to Local Authority homes and private homes are able to access it at a charge. This has shown improved balance and mobility, and a reduction in falls.

"I sometimes feel like I've run a marathon.... She really gets us going."

“I really enjoy all of us getting together and having a laugh.”

(words of residents using the STARS service)

Dementia Go

The Dementia Go scheme is a partnership initiative in Gwynedd. This scheme has provided positively evaluated physical exercise sessions for people living with dementia and their carers in leisure centres since 2015. An officer has now been seconded from Leisure Services for two years to expand and develop the scheme within Local Authority care homes, which will be open to all residents. It will be delivered through staff, who will be trained, with the aim to ensure that activity is ongoing and incorporated into daily routines, and not just focused on occasional exercise classes. It will also take account of work that has been led by the British Heart Foundation National Centre for Physical Activity at Loughborough University and the Care Inspectorate in Scotland.[64]

As recognised in one of the examples referenced above, prevention can be achieved through a range of means, and enabling care home residents to keep mobile through small everyday activities can make a huge difference to their wellbeing, overall health and resilience.

There was little mention of the use of assistive technologies within the submissions, though Gwynedd Council and Betsi Cadwaladr University Health Board did make reference to a telemedicine project that will give access to specialist medical opinion through ‘virtual’ appointments via video conferencing for older people in the communities[65]. This approach can help to avoid the need to travel to health facilities, which can be very stressful for older people, and can be of particular benefit to people living in rural communities. Evidence of the benefits of assistive technology for people with dementia is also growing[66] and it is therefore important that assistive technology options are fully explored and evaluated at both a strategic and individual level to ensure they meet the desired outcomes of care home residents[67].

There appears to be a lack of an overall strategic approach in relation to this Requirement for Action in the majority of areas. Whilst a range of different projects

64 British Heart Foundation National Centre for Physical Activity / Care Inspectorate (Scotland) (2014) Care...about physical activity; Promoting physical activity in care homes in Scotland – a good practice resource pack <http://www.careinspectorate.com/images/documents/2732/Physical%20activity%20guidance%20booklet.pdf> (webpage accessed 16/01/2018)

65 This work forms part of a Bevan Exemplar site

66 AT Dementia <https://www.atdementia.org.uk/> (webpage accessed 16/01/2018)

67 Telehealth has been actively championed in Scotland for some years, and is supported by the Joint Improvement Team, whose website sets out related research: http://www.jitscotland.org.uk/action-areas/telehealth-and-telecare/ (webpage accessed 16/01/2018

related to reablement and rehabilitation are being delivered – many as part of a partnership approach – there is little sense of this work taking place within a high level, structured and prioritised framework that is focused on prevention and promoting enabling, person-centred approaches that specifically address the needs of care home residents.

Falls prevention

Requirements for Action 2.3 and 6.8

A National Falls Prevention Programme for care homes is developed and implemented. This should include:

- **Enabling people to stay active in a safe way**
- **Up-skilling all care home staff in understanding and minimising the risk factors associated with falls**
- **The balance of risk management against the concept of quality of life and the human rights of older people, to ensure that risk-averse action taken by care staff does not lead to restrictive care**

National reporting on falls in care homes is undertaken on an annual basis.

Contributing to the following outcome:

Older people's risk of falling is minimised, without their rights to choice and control over their own lives and their ability to do things that matter to them being undermined.

Responsibility:

Welsh Government (2.3)

Falls information provided by Health Boards across their submissions (mainly related to Requirement for Action 6.8 and 2.2) has also been referenced here.

Review Findings

Welsh Government: Insufficient

The evidence submitted fails to demonstrate that the Welsh Government has taken sufficient action to develop a National Falls Prevention Programme in care homes across Wales. The response does make reference to funding for Low Impact Functional Training (LIFT), but this in itself will not drive the change in culture and practice needed to ensure that residents' mobility is actively promoted as part of daily life and is understood as a way of improving their quality of life and reducing risk.

The Welsh Government submission also makes reference to the 'Managing

Falls and Fractures in Care Homes for Older People' good practice resource[68] (produced by NHS Scotland and the Care Inspectorate Scotland), though there are no clear commitments or timescales associated with this.

The evidence does not include any evaluation of the potential impact that the Welsh Government's inaction is having upon residents' wellbeing, in terms of the human costs of loss of independence, risks of hospitalisation and serious health decline, and the significant financial impact on the NHS.

Health Boards

A range of work related to falls prevention was described by Health Boards, including:

- developing specific resources, such as Falls Packs, available for use by care homes;
- using specialised equipment, with some areas involved in a pilot of inflatable moving and handling equipment[69];
- delivering training for care home staff in the form of workshops, tailored provision and/or e-learning packages;
- undertaking promotional activities, such as the establishment of Falls Champions within care homes; and
- focusing on anti-psychotic and other medication reviews, which was described as having a positive impact in reducing falls.

Several Health Boards also described investment in specialist falls practitioners and/or support from services, such as Practice Development Teams, Falls Teams and Falls Prevention Clinics. However, these were generally community-based and it was therefore difficult to ascertain the level of access to these services for care homes.

Aneurin Bevan University Health Board described how they are making the link between falls and sensory loss and are planning a range of activities associated with this, including hosting a multi-agency event and delivering related training to care home staff. They are also rolling out a 'Pimp My Zimmer' programme:

68 Care Inspectorate and NHS Scotland (2016) Managing Falls and Fractures in Care Homes for Older People – a good practice resource Revised edition <http://www.careinspectorate.com/images/documents/2712/Falls%20and%20fractures%20new%20resource%20low%20res.pdf> (webpage accessed 16/01/2018)

69 Provided by Mangar ELK

Good Practice: Pimp my Zimmer

Aneurin Bevan University Health Board

Pimp My Zimmer first started in a care home in Essex where the matron recognised that people with dementia do not easily identify the colour grey, and made the decision to engage residents in 'pimping' their zimmers. Decorating the zimmers with bright colours makes them more easily recognisable as well as being fun for the individual. This initiative has seen a 60% reduction of falls in a number of care homes in Essex where this scheme was rolled out.

The Health Board has introduced this initiative across 110 nursing and residential homes and in housing complexes, hospital wards etc. Awareness sessions have also been held with Activities Coordinators and pre-fall data is also being used to help evaluate the impact of this programme.

In addition to this good practice, the majority of Health Boards described how they are developing processes and systems to monitor and respond to falls more effectively by, implementing falls pathways and/or undertaking routine audits of falls, for example. Two Health Boards (Cwm Taf University Health Board and Abertawe Bro Morgannwg University Health Board) stated that they are working with Local Authorities and providers to introduce changes to contracts, requiring care homes to routinely record and report on falls. Some evidence was also provided of strategic partnership based approaches, such as a Falls Steering Group in Aneurin Bevan University Health Board and a Falls Prevention Group in Cwm Taf University Health Board.

Whilst a range of falls management and prevention activity within care homes is in place or is in the process of being developed, the evidence provided is inconsistent across Health Boards. Furthermore, due to the lack of evidence reported within all of the 2016/17 Annual Quality Statements published by Health Boards (outlined on page 64), it is difficult to assess the level of support that is available to care home residents or understand how falls prevention and the number of falls are being monitored and recorded.

Dementia training

Requirement for Action 3.2

All care home employees undertake basic dementia training as part of their induction and all care staff and Care Home Managers undertake further dementia training on an ongoing basis as part of their skills and competency development, with this a specific element of supervision and performance assessment.

Contributing to the following outcome:

All staff working in care homes understand the physical and emotional needs of older people living with dementia and assumptions about capacity are no longer made.

Responsibility:

Local Authorities

Review Findings

Local Authorities:

Sufficient	10
Partially Sufficient	4
Insufficient	8

The majority of Local Authorities have made progress in this area, though even amongst those judged 'Sufficient' a number of areas of weakness were identified, as highlighted in this section. There were, however, some excellent examples of proactive development work, where staff training is approached as one aspect of workforce development and culture change, as exemplified below:

Good Practice: Dementia Care Matters

Merthyr Tydfil Counry Borough Council and Rhondda Cynon Taf County Borough Council

The Local Authorities are working in partnership to shift the whole culture in relation to dementia, and care home staff training is a key part of this. A leadership training course, which includes managers from the independent sector, has been commissioned from Dementia Care Matters.

Commissioning staff are also undertaking the training and are applying it to their monitoring activity, where they utilise the Quality of Interactions Schedule (QUIS) observation tool.

"Our experience is that quality of care is directly affected by the quality of leadership at a care home and this is an area for specific attention during the Contract Monitoring Officers visits and observations. Contract Monitoring Officers also liaise with the training team to monitor where opportunities for leadership and management training have been accepted and declined."

(Rhondda Cynon Taf County Borough Council)

The training is supported and reinforced through the Training and Development Team, with a view to embedding learning and sharing best practice. The approach promotes positive risk taking and Health and Safety staff are advised of this in order to reduce conflicting expectations around the promotion of independence.

A new contract is being developed to further embed this approach, and there is an incentive scheme for providers in relation to staff training in the form of vouchers. The joint Cwm Taf Social Care Workforce Development Partnership also receives bi-monthly reports, and there is a commitment to fully rolling out the leadership programme.

Whilst some examples of good practice were provided, the majority of responses lacked detail in terms of the level and type of training that care home staff are currently receiving. Induction training is often referred to generally, and the level of dementia training within this is not always made clear. Where Local Authorities mention that care home managers are provided with specific training, this appears in some cases to be inadequate to provide the kind of knowledge and leadership that is necessary.

Despite the importance of all people in the care home environment who have contact with people living with dementia having an awareness of its impact and being able to respond positively, very few responses mentioned whether auxiliary staff (such as cooks and caretakers) receive any training. Flintshire County Council has, however, begun a research study with Bangor University (Creative Conversations), which focuses specifically on skills and competency development that includes domestic and auxiliary staff, with a view to ensuring that all staff working in care homes understand the physical and emotional needs of people living with dementia.

Responses from several Local Authorities stated that they are becoming Dementia Friendly and/or are establishing Dementia Friendly Communities. This is very positive in principle: care homes are part of the wider community and Local Authorities have a responsibility to drive forward cultural change so that people living with dementia are included and treated with understanding and respect. However, in some areas, the 'Dementia Friends' awareness raising associated with these initiatives appears to be targeted at care home staff. This is an inadequate level of dementia training for staff who have daily contact with people living with dementia and a responsibility for providing quality care and support.

The reinforcement of training through wider workforce development is essential to ensure that learning needs are identified, learning outcomes are achieved, learning is sustained and staff are provided with the opportunity to reflect on their practice. However, only a minority of Local Authorities mentioned what they are doing to promote this (for example, through supervision and appraisal, implementing mentoring schemes, deploying observation tools, and backing up face-to-face training with e-learning tools and relevant videos). Others mentioned that they deliver additional specific forms of training related to specific activities for people living with dementia, such as 'Never Ending Story' and 'Dance Circles'. Whilst these are all very positive steps, one Local Authority recognised the ongoing work and leadership that is required to ensure a real shift in culture that respects older people's human rights:

> **"At present there is still a poor understanding about how human rights interact with the need to provide a safe environment and what steps need to be taken in practice. Although there are some areas of good practice, many care settings are still driven by a culture of risk aversion. Further training, modelling, mentoring, supervision, appraisal and reassurance are required to ensure managers are confident that they will not be penalised for encouraging people to take measured risk."**

The responses provided suggest that some Local Authorities do not have a sufficiently strategic overview in relation to this Requirement for Action. Whilst there is some indication that 'Good Work: A Dementia Learning and Development Framework for Wales' (2016) is being implemented at a regional level, there is a lack of reference to this at a local level, with more than half of the responses not mentioning it at all. Some of the evidence provided also raises concerns about forward planning and preparedness in relation to dementia. One Local Authority stated, for example, that they have little idea of the quality and level of dementia training being commissioned by independent sector homes, while others provided information that showed the independent sector only sourced a relatively small percentage of dementia training from their Local Authority workforce development

team. The delivery of the ‘Good Work’ Framework will require that training is delivered to a certain standard and public bodies will need to understand the training provider market and profile of need to be in a position to support the effective implementation of this.

Befriending

Requirement for Action 3.3

Active steps should be taken to encourage the use of befriending schemes within care homes, including intergenerational projects, and support residents to retain existing friendships. This must include ensuring continued access to faith based support and to specific cultural communities.

Contributing to the following outcome:

Older people are supported to retain their existing friendships and have meaningful social contact, both within and outside the care home. Care homes are more open to interactions with the wider community. Older people are able to continue to practice their faith and maintain important cultural links and practices.

Responsibility:

Local Authorities

Review Findings

Local Authorities:

Sufficient	8
Partially Sufficient	2
Insufficient	12

The Care Home Review set out the need to promote more befriending activities in care homes, and the wide ranging benefits of befriending support are clear, as outlined in a summary of research evidence by the Mentoring and Befriending Foundation[70].

There was limited progress in relation to this Requirement for Action and the evidence provided often failed to offer assurance about the type and level of befriending activity available to care home residents.

Where examples of practice were described, the extent of this within the locality was often not clear within and across Local Authority and independent sector care

70 Mentoring and Befriending Foundation (2012) Older People; Research Summary 3 <http://www.mandbf.org/wp-content/uploads/2011/03/Research-summary-3-older-people-updated-Oct-2012.pdf> (webpage accessed 16/01/2018)

home settings. In several submissions, all of the activities described took place within the care home and there was little sense that residents are enabled to engage with the wider community to establish and/or sustain relationships. Where contract monitoring systems were described in relation to this issue, these did not always appear to be sufficiently robust. For example, looking at a list of group-based activities and events provided by care homes does not provide meaningful information about whether the activities being delivered are sufficiently person-centred.

Very few of the submissions went into any detail about how they assess and review residents' individual needs in relation to this Requirement for Action, through Local Authority care management processes or through care planning processes within the home. However, evidence was submitted in response to Requirement for Action 3.2 (dementia training) where some Local Authorities described how they deployed various tools that help care staff to get to know the person (such as 'This Is Me'). It is important that these tools - which capture people's profiles, needs, preferences and aspirations - are actively used. They need to be 'joined up' to care management and contract monitoring processes and linked to the delivery of related outcomes.

Whilst evidence about befriending activities was often limited and lacking in detail, the majority of responses from Local Authorities did set out how they support residents to access faith-based support and activities. Rhondda Cynon Taf County Borough Council, for example, has been piloting a creative approach to enabling faith-based activities within one of its care homes:

Good Practice: Faith-based support

Rhondda Cynon Taf County Borough Council

The Local Authority has been running a pilot scheme with the staff at Bronllwyn Care Home, with regard to the faith needs of residents. The intention was to provide a multi-sensory experience which could be accessed on a variety of levels. Care home staff had already received training on understanding meaningful activity as an important human need, and the Manager has undertaken a range of development work to ensure that this becomes a core part of her staff's practice. This was important groundwork in the faith-based initiative, which has been developed in partnership with the Local Authority training department.

A small number of staff received further training from an experienced special needs teacher, and the sessions include, for example: use of hand bells; spiritual

story books and CDs; musical instruments and tactile objects; large print hymn and song books with illustrations to provide prompts and stimulate conversations. Large scale pictures of local points of interest are also used, which are selected by residents.

The Manager attends the sessions and ensures that the same staff are available to support them. The expectation is that this will be a regular activity that is structured but flexible, and residents can participate as they wish.

Some creative examples of intergenerational activity were also described, such as:

- **Blaenau Gwent:** A 'Digital Heroes' programme is being planned that includes younger generations; this will provide training to care home residents and staff to enable people to, for example, Skype friends and relatives.
- **Flintshire:** Following the provision of Dementia Friends training in schools, 15 selected pupils have been involved in creative arts workshops looking at communication. Following this, the pupils are involved with care home residents in a creative story session called 'Never Ending Story'.
- **Bridgend:** The Olympage Games is an annual intergenerational event with an emphasis on having fun, where teams take on the identity of competing countries. It emerged from development work with day services, care settings and community groups.
- **Gwynedd:** Children have been working with residents of Bryn Seiont Newydd care home and a textile artist to create a project called 'Perthyn', which celebrates the links between Caernarfon and Patagonia.
- **Swansea:** A care home takes residents to visit a local café set up by schoolchildren to cater for older people, which offers arts and crafts and pamper sessions.

Some of these examples are arts-based, and a recent review of evidence published by the SCIE and the All Parliamentary Group on Arts, Health and Wellbeing in 2017[71] sets out the benefits of the arts in meeting some of the major challenges facing social care, including social benefits that can counter isolation and loneliness.

Recognising these benefits, the Scottish Care Inspectorate has launched an arts

71 SCIE All Parliamentary Group (2017) The Role of the Arts in Social Care July 2017 <http://www.art-shealthandwellbeing.org.uk/appg-inquiry/Briefings/SCIE.pdf> (webpage accessed 16/01/2018)

based Resource Pack specifically related to care homes.[72] Age Cymru has also published an evaluation report of cARTrefu (which means to reside in Welsh), a four year programme which aims to improve access to quality arts experiences for older people in residential care within Wales.[73]

In addition to providing examples of good practice such as those set out above, several Local Authorities described development work linked to national policy changes[74] that have the potential to have a positive impact on care home residents' community connectedness, such as:

- Establishing policies that enable older people to live in care homes close their community networks
- Capacity building within the community with the ambition to create stronger links with care homes and maximize the volunteer base
- Promoting co-productive approaches

However, the submissions from a couple of Local Authorities implied that such policy changes were being implemented with unrealistic assumptions about their potential impact. For example:

> **"The Authority considers that fundamentally its level of care home provision throughout the county means older people choose where they wish to live and that as a consequence are able to maintain existing relationships within their locality."**

In introducing these approaches, it is important that Local Authorities do not make assumptions about people's capacity to maintain their community and cultural links. People should be assessed as individuals and provision made to ensure that effective support is in place, particularly those who have dementia or a specific communication need, people who are confined to bed, and those who do not have family members or friends living nearby.

Failing to support the needs of these residents places a large number of them at risk of social isolation and loneliness, which poses significant risks to their overall health and wellbeing[75]. It is therefore concerning that the majority of submissions failed to mention how Local Authorities are meeting, or plan to meet, the diverse needs of residents in relation to this Requirement for Action, particularly as there is clear evidence of the range of benefits that befriending support can bring.

72 Care Inspectorate (Scotland) (2016) Arts in Care <http://hub.careinspectorate.com/improvement/arts-in-care> (webpage accessed 16/01/2018)

73 Age Cymru (2015) cARTrefu <https://www.ageuk.org.uk/cymru/health--wellbeing/cartrefu/> (webpage accessed 16/01/2018)

74 Linked to the Social Services and Wellbeing (Wales) Act and Wellbeing of Future Generations (Wales) Act

75 Holt-Lunstad J, Smith TB, Baker M, et al (2015) Loneliness and social isolation as risk factors for mortality: a meta-analytic review. Perspectives on Psychological Science 2015;10:227–37

Anti-psychotic medication

Requirement for Action 3.5

Information is published annually about the use of anti-psychotics in care homes, benchmarked against NICE guidelines and Welsh Government Intelligent Targets for Dementia.

Contributing to the following outcome:

Older people are not prescribed anti-psychotic drugs inappropriately or as an alternative to non-pharmaceutical methods of support and NICE best practice guidance is complied with.

Responsibility:

Health Boards

Review Findings:

Health Boards:

Sufficient	1
Partially Sufficient	0
Insufficient	6

The majority of Health Boards failed to meet the criteria for a Sufficient rating as they are not publishing the required information about the use of anti-psychotic medication in care homes. Despite the fact that all seven Health Boards had made clear commitments to publish this information following the publication of 'A Place to Call Home?' in 2014, only one is publishing very limited information which relates solely to nursing homes. Based on the evidence provided, none of the others appear to have corporate overview of this area and there are no clear commitments to publish the required information.

The responses did show, however, that some proactive work is underway to reduce the inappropriate use of anti-psychotic medication. Examples were provided of different teams and structures to support prescribing and reviews, such as care home in-reach services, care home dementia and mental health intervention teams and dedicated pharmacists. There were also examples of efforts to support more effective multi-disciplinary working and to support data sharing, which can be seen below.

The majority of Health Boards described audit and review tools that are being employed (or were in the planning stages), to promote benchmarking and to ensure more systematic and evidence based approaches. For example, Cwm Taf University Health Board described the active use of STOPP START[76] and Aneurin Bevan University Health Board stated it is introducing the International Consortium on Health Outcomes Measures (ICHOM)[77] within its memory assessment services. Similarly, the Prescribing Observatory for Mental Health (POMH) UK[78] audit tool is under consideration by Hywel Dda University Health Board, and the pharmacy teams within Betsi Cadwaladr University Health Board have been working with primary care practitioners to develop a data collection tool based on the POMH UK tool.

Several of the Health Boards stated they are looking at alternatives to anti-psychotic medication, and developing intervention plans to negate the need for a prescription. A good example of this was provided by Cwm Taf University Health Board:

Good Practice: Care Home Dementia Intervention Team

Cwm Taf University Health Board

The Care Home Dementia Intervention Team (CDIT) was set up in 2014. An audit of the patients on the inpatient mental health wards indicated that when people with dementia were admitted from residential and nursing care they were unlikely to return and many did not leave hospital at all. The predominant reason for admission was to address behaviour that was considered challenging within their residential placement. CDIT was developed from existing resources following a service redesign with the aim of increasing community support for this group of people.

The CDIT team is made up of psychologists, specialist mental health nurses and health care support workers who are highly skilled in the area of dementia care. The team provides a 12-week programme of holistic assessment, psychosocial formulation and intervention, offering a person-centred, staff-focused model of care. Non-pharmacological interventions are used to reduce patient distress, which include doll therapy, music therapy, life story work, role modelling and validation therapy.

76 CGA Toolkit Plus / O' Mahony, D (2015) Screening Tool Of Older People's Prescriptions (STOPP) Screening Tool to Alert to Right Treatment (START) <https://www.cgakit.com/m-2-stopp-start> (webpage accessed 16/01/2018)

77 The International Consortium for Health Outcomes Measurement <http://www.ichom.org/>

78 Royal College of Psychiatrists, Prescribing Observatory for Mental Health (POMH-UK) <http://www.rcpsych.ac.uk/quality/quality,accreditationaudit/prescribingobservatorypomh/templatehomepage.aspx> (webpage accessed 16/01/2018)

Outcome data has routinely shown improvements in terms of behavioural factors and wellbeing, and feedback from staff and relatives has been positive:

"The [CDIT] team involvement has given… staff the knowledge to help an individual have a more fulfilled life."

(comment from care home staff member)

Further evidence to support alternatives to anti-psychotic medication is available through the Social Care Institute for Excellence.[79]

Although a range of practice was described that aims to address the issue of the inappropriate use of anti-psychotic medication, some service interventions or teams focused only on one geographical area within the Health Board, focused only on nursing homes, or targeted specific care homes. This is concerning as it demonstrates that inequitable and inconsistent approaches are being delivered.

The understanding of quality of life as a benchmark for the delivery of high quality care was also generally poorly evidenced within the submissions. The use of tools to evidence individual wellbeing was mentioned (for example, Cwm Taf University Health Board CDIT is using the Bradford Well-Being Profile[80] and ICHOM that Aneurin Bevan University Health Board is introducing includes a quality of life measure), but the evidence indicates that use of such tools is not widespread or consistently deployed in relation to this issue.

Approaches to data capture did not appear to be comprehensive or consistent across teams, geographical areas or residential and nursing homes. The evidence provided makes clear that Health Boards are still struggling with identifying relevant data, and it was noted by a two Health Boards that the prescribing data for patients with a dementia diagnosis taking anti-psychotic medication cannot easily be isolated from general prescribing, and manual audits at a GP practice level need to be undertaken to obtain this information. It was suggested that consideration should be given to developing a national mechanism by which this data could be more easily and routinely captured and used to compare prescribing across practices and Health Boards. However, where Health Boards do not take the required action it potentially leaves care home residents in a vulnerable situation.

79 Social Care Institute for Excellence (2015) Alternatives to antipsychotic medication: The case against antipsychotics <https://www.scie.org.uk/dementia/living-with-dementia/difficult-situations/antipsychotic-medication-alternatives.asp> (webpage accessed 16/01/2018)

80 University of Bradford (2008) The Bradford Well-Being Profile <http://www.bradford.ac.uk/health/dementia/resources/the-bradford-well-being-profile/> (webpage accessed 16/01/2018)

Health Boards also failed to provide a clear timeframe for publication about the use of anti-psychotic medication in care homes or providing evidence of governance structures to actively monitor this area at a corporate level.

NB: Alongside this follow-up work, the National Assembly for Wales' Health, Social Care and Sport Committee has undertaken an inquiry into the use of anti-psychotic medication within care homes. The Older People's Commissioner for Wales submitted evidence to this inquiry, partly based on the information provided by Health Boards within their responses.[81]

81 Older People's Commissioner for Wales (2017) Consultation Response: Inquiry into the use of antipsychotic medication in care homes <http://www.olderpeoplewales.com/en/publications/consultation-responses/17-09-29/Consultation_Response_-_Inquiry_into_the_use_of_antipsychotic_medication_in_care_homes.aspx>

Medication reviews

Requirement for Action 4.4

Upon arrival at a care home, older people receive medication reviews by a clinically qualified professional, with regular medicine reviews undertaken in line with published best practice.

Contributing to the following outcome:

Older people receive appropriate medication and the risks associated with polypharmacy are understood and managed.

Responsibility:

Health Boards

Review Findings:

Health Boards:

Sufficient	4
Partially Sufficient	2
Insufficient	1

Some progress was evident in relation to this Requirement for Action across the majority of Health Boards. Whilst the amount of detail provided within the submissions varied considerably, a range of services and systems were described, such as dedicated community and care home pharmacists and Older Adult Mental Health Teams, Care Home Support Teams, Medicines Management Teams and GP practices and clusters. An example of the approach to medication reviews being taken by one primary care cluster is outlined below:

Good Practice: Amman Gwendraeth

Hywel Dda University Health Board

In the Amman Gwendraeth cluster, a GP-led frailty service has been developed that also focuses on undertaking advanced care plans for patients in care homes. As part of the care plan, a medication review is conducted with each registered patient on admission, as clinically indicated. This review is followed up at least

once every six months thereafter. The team has also adopted the NO TEARS[82] approach to reviewing medication, which is referenced by NICE.

A lead GP is responsible for the implementation of this service in each nursing home within this cluster, with support from an advanced nurse practitioner and cluster pharmacist.

The team adopts a multi-disciplinary approach, engaging with residents and their families and there has been positive feedback relating to improved coordination and quality of care for the residents.

This is a model that is being considered for wider roll out.

The submissions suggest that the majority of Health Boards already have a General Medical Services (GMS) Local Enhanced Service (LES) in place to support medication reviews, but details about these were lacking. The responses from Health Boards were written before the introduction of Directed Enhanced Service[83] (DES) for Care Homes, which came into force on 12 April 2017, and the Health Boards that are planning for this state that this will cover all care home residents. However, it is unclear how they plan to address areas where the contractor does not take the option to provide this.

One Health Board stated it is considering registering residents with one GP practice on the basis that care homes residents are often registered with different practices and not all of these are signed up to the LES. It is stated that this decision is being made on the basis of ensuring an equitable approach, but this does raise fundamental questions around the extent to which care home residents are able to exercise choice and around continuity of care.

Where a number of different processes and services for carrying out reviews were described within an area, it was generally not clear how these communicate with each other, how data is shared and whether reviews are always carried out in a consistent manner and at an appropriate frequency using NICE or Welsh Government approved tools. In a few submissions, the services and/or staff training described were focused on nursing homes, and it was therefore not clear what is available for residential homes.

82 NO TEARS is a mnemonic of a structured approach to reviewing medication <http://www.bmj.com/content/329/7463/434> (webpage accessed 16/01/2018)

83 The new DES states that “A GP employed pharmacists, or cluster based health board employed pharmacist, or community pharmacist providing services to the relevant care homes will undertake at least one medication review, with particular reference to polypharmacy, antipsychotic prescribing and other high risk medicines, for each resident in the care home. Further medication reviews will be undertaken by pharmacists as clinically appropriate.” (Welsh Government Circular, 12 April 2017)

Similarly, two Health Boards described processes for medication reviews in place when residents are discharged from hospital, but no details were provided about procedures covering people entering residential or nursing care homes from the community. This is of particular concern as there was generally a lack of clarity concerning how these different services and processes are overseen and evaluated, and little sense of corporate oversight as a whole. This uneven approach and lack of awareness may create potential risks for some residents.

The evidence provided does suggest some positive progress is being made in terms of medication reviews, which has resulted in a reduction of adverse events, such as inappropriate prescribing. A few Health Boards also referred to research that resulted in positive outcomes for patients, but, similar to the responses relating to Requirement for Action 3.5 (prescribing anti-psychotic medication), the majority of the submissions did not make clear how Health Boards are monitoring the impact of medication reviews upon the quality of individual residents.

Analysis of the evidence also highlighted another concerning gap regarding the lack of involvement of individual residents in decisions relating to their medication review. Despite the importance of medication reviews, defined as 'a structured, critical examination of a patient's medicines with the objective of reaching an agreement with the patient about treatment, optimising the impact of medicines, minimising the number of medication-related problems and reducing waste'[84], and the importance of involving patients (as set out in NICE clinical guidelines CG76)[85], almost no reference was made by Health Boards to how they are involving individual residents.

84 Shaw J (2002) Room for review: A guide to medication review. Pharmaceutical Press, Wallingford

85 National Institute for Health and Clinical Excellence (2009) Medicines adherence: involving patients in decisions about prescribed medicines and supporting adherence <https://www.nice.org.uk/guidance/cg76/chapter/1-guidance>(webpage accessed 16/01/2018)

Engagement and quality of life

Requirements for Action 6.2, 6.7 & 6.8

Care home providers, commissioners and CSSIW should develop informal and systematic ways in which to ensure that they better understand the quality of life of older people, through listening to them directly (outside of formal complaints) and ensuring the issues they raise are acted upon (6.2)

Annual reporting should be undertaken on how ongoing feedback has been used to drive continuous improvement (6.7/6.8)[86]

Contributing to the following outcome:

Commissioners, providers and inspectors have a thorough understanding of the day-to-day quality of life for older people living in care homes.

Older people's views about their care and quality of life are captured and shared on a regular basis and used to drive continuous improvement.

Responsibility:

Local Authorities

Health Boards

CSSIW

Review Findings

Health Boards:

Sufficient	3
Partially Sufficient	2
Insufficient	2

Local Authorities:

Sufficient	10
Partially Sufficient	7
Insufficient	5

CSSIW: Sufficient

86 These Requirements for Action relate to Local Authorities and Health Boards

CSSIW's new inspection regime clearly outlines 'what good looks like' in terms of older people's quality of life. A key driver in this is CSSIW's Inspection Framework for the inspection of care homes for older people. This framework describes the outcomes that older people should expect to receive in residential care homes in a series of 'I statements', which are accompanied by examples of what good looks like and the evidence that inspectors should use to evaluate the extent to which older people's wellbeing is promoted by staff.

Guidance for inspectors has also been introduced that explains how to implement this, and this has been accompanied by increased discussions with care providers and statutory bodies. Observations of resident interactions and direct conversations with residents and family members about their quality of life and care will be a key part of this.

In addition to the guidance, inspectors are receiving training on how to work within this new methodology, which acknowledges the importance of upholding older people's rights and makes reference to the United Nations Principles for Older Persons. Training is also provided to inspectors on dementia care, falls, triangulation of evidence and the reporting of wellbeing outcomes.

Changes are also being made to inspection reports to ensure that they provide clearer conclusions about the quality of life and care that people receive and how this impacts upon their wellbeing against four key themes. Regulations under the Regulation and Inspection of Social Care (Wales) Act 2016 mean that the Inspection Framework will need further consultation, particularly in terms of whether the public should be able to see clear ratings such as 'poor' or 'good' care against each theme or narrative conclusion.

Whilst future actions are dependent on the implementation of the Regulation and Inspection of Social Care (Wales) Act 2016 and the development of its underpinning regulations, it is clear that CSSIW is taking strategic action as an organisation to strengthen their inspection regime in terms of understanding and promoting residents' quality of life.

Health Boards and Local Authorities

With a small number of exceptions, Health Boards and Local Authorities have generally provided better evidence of progress in relation to this Requirement for Action compared to other Requirements that have been examined as part of this follow-up work. However, the fact that many of them provided poor evidence related to quality of life in their responses to other Requirements for Action (and on occasion used disabling language, especially in relation to dementia) suggests an uneven approach to this issue.

This suggests that whilst progress is being made, quality of life is not being sufficiently understood and change is not being driven at a cultural level.

A significant number of submissions provided detailed descriptions of changes to engagement systems and structures, but convey little sense of how this is translating into practice. Quality of life is commonly described in terms of specific services, inputs or processes, and it is not clear from the evidence provided how personally defined outcomes are being linked to continuous improvement systems, or leading to positive changes for residents.

The importance of ensuring a shared understanding of what quality of life means and relating this to system development was expressed by one Health Board:

> **"Through a whole system review…we recognised that … Quality of life standards were subjective between agencies, highlighting the need to develop a consistent and joined up annual contract monitoring process that triangulates feedback from the resident/family, the Provider and partner agencies."**

A small number of responses were quite comprehensive, setting out how public bodies are addressing this Requirement for Action at a practice, systems and cultural level. For example, in the Cwm Taf University Health Board area the Health Board and Local Authorities are applying Dementia Care Matters tools and principles to contracting arrangements at a broader level, and are also looking to incorporate the recommendations of the Care Home Review. Similarly, Flintshire County Council, with support from Bangor University, is developing a programme of cultural change and promoting person-centred practices in care homes through 'Creating A Place Called Home; Delivering What Matters', a partnership-based approach involving providers, staff and residents.

Almost all Local Authorities and Health Boards described how contract monitoring, quality assurance, and/or assessment and review processes are being improved to capture evidence related to quality of life. Examples were provided of how contract monitoring staff are being trained to use observational tools, such as QUIS and SOFI[87]. There is also a greater focus on external professionals being required to observe and report on their encounters with care home staff and residents in a more systematic way. Some of this work is quite closely linked to safeguarding, but examples were also provided of how these kinds of approaches are being enabled at a more holistic level:

- Aneurin Bevan University Health Board has embedded quality of life standards (based on My Home Life Cymru) into the visiting nurses

87 SOFI- Short observational framework for inspection

assessment framework and nurse assessors are 'allocated' a group of care homes, to help them develop trusting relationships.

- Age Connects, jointly commissioned by Cardiff Council and Vale of Glamorgan Council to provide independent advocacy support across Local Authority and Health Board settings of care, routinely contribute to Joint Quality Management Meetings and liaise directly with the Nurse Assessor Team.

A majority of Health Boards and Local Authorities stated that they use annual surveys in some form, often care home specific surveys or wider service user experience surveys. Whilst some provided data associated with these surveys, this often does not convey much meaningful information as it does not include details about response rates and/or the care home data was not extracted from general community data. There was also generally no description of the methods of managing these surveys. It would be of value to know exactly how they are deployed within care homes and what support is provided to residents to participate, particularly those with communication difficulties. Vale of Glamorgan Council was the only respondent to provide a more detailed description of the mechanics of their regular resident consultation, which reflects some good practice:

- Consulting with each care home, including residents, about the best methodology to employ
- Including a mix of structured interviews, with a minimum of 5 in each home
- Responding to access needs (for example, providing questionnaires in large print)

Overall, very little attention seemed to be paid to the issue of confidentiality, and how this would be severely compromised if staff members are the only people available to provide support for residents to express their views or complete questionnaires. In some cases, the only apparent external support available is in the form of contract monitoring officers or nurse assessors, but it is questionable to what extent these professionals are truly independent - from an actual or perceived perspective.

It was also often unclear how people who might have particular communication needs, including people living with dementia, are enabled to express their views. Some of the work that is described by Local Authorities in response to Requirement for Action 3.2 (dementia training) has contributed positively here, but there was generally very little reference to this issue amongst Health Boards.

A minority of Health Boards and Local Authorities made reference to specific external services, but in some cases this is limited to independent professional advocacy, without consideration of the wider mechanisms that can enable people to have a voice. Where more informal external inputs were described, these were quite varied, as demonstrated in the examples below:

- Council Members acting as lay assessors (in Neath Port Talbot, for example)
- Independent visitor projects (such as the Care Home Ask and Talk (CHAaT) service provided by Aneurin Bevan University Health Board, developed in partnership with the NHS Retirement Fellowship)
- Peer interviews (for example, Powys Teaching Health Board is in the process of piloting individual interviews with care home residents that are undertaken by trained members of their 50+ Forum)

However, even where these external services are in place, they generally do not cover all care homes or the level of coverage is not made clear within the submission.

Some references were made to collective forms of engagement, most commonly in the form of residents' meetings. These will not suit everyone, and can be dominated by people who are more confident or able to share their views - but if managed well they can be an important option, providing a different dynamic and enabling people to debate issues and share ideas. The Speak Up project operating in Conwy and Denbighshire (provided by Age Connects) has been facilitating a self-advocacy group session for residents to help them to build or regain their confidence so that they feel able to 'speak up' for themselves.

Similarly, Flintshire County Council has developed a programme that combines individual perspectives and group-based priority setting with residents and staff:

Good Practice: Working Together for Change

Flintshire County Council

'Working Together for Change' is an approach that Flintshire County Council has piloted within one of their care homes, Llys Gwenffrwd. It is a structured approach to engaging with residents, to review their experiences and help to determine the priorities for change.

Residents at Llys Gwenffrwd, as well as care staff, recorded 'what's working', 'what's not working' and 'what needs to change in the future' on individual paper records. This was collated and shared. People were then asked to vote on their

three highest priorities of things that were 'not Working', which would have the greatest possible impact on the residents.

These issues were then explored from the perspective of providers, commissioners, and those using the services. An impact assessment was undertaken to identify what would be a 'quick win', a 'major project', a 'thankless task' or a 'medium term strategy'. An action plan was produced and shared with residents, with a commitment to meeting again to review the progress made.

The process has provided a useful insight into what is working and what is not working at Llys Gwenffrwd Care Home, as well as highlighting the aspirations of residents for the future. This approach will now be rolled out to other care homes, clustered in geographical areas and there is an intention to link the approach to contract monitoring processes.

A number of Local Authorities mentioned how they are promoting the Welsh language, and many recognised how important this is to enable people with dementia to engage, because it is not unusual for them to revert to their first language. There were several examples of staff or volunteers being supported to speak Welsh at different levels. Blaenau Gwent County Borough Council also provided evidence of how it is taking a more strategic approach:

Good Practice: Promoting the Welsh Language

Blaenau Gwent County Borough Council

In Blaenau Gwent, 'More Than Just Words' has been actively promoted with care home providers following the implementation of the Welsh Language Standards. An Addendum has been applied to the Local Authority's contract with care homes that requires them to comply with the legislation and make an 'Active Offer' to people who live within their homes.

In response to the research, and recognising the difficulties citizens face when living with dementia when English is not their first language, an audit has been undertaken of care home staff to establish the availability and opportunity for people to engage through the medium of Welsh and other languages.

There was a sense of progress in a small number of areas, where there were efforts to embed quality of life into quality assurance, care management and commissioning reporting mechanisms and importantly this change is also being driven at a cultural level. A joint contract and specification has been developed within the Cwm Taf University Health Board area, for example, which includes

quality of life. Monitoring of this is actively supported by Dementia Care Matters observation tools and there is recognition of the need to make ongoing improvements in this area, with plans to consider how quality of life can be more effectively embedded within these systems. However, the submissions suggest that there is significant variation in the way in which Local Authorities and Health Boards are reporting on the quality of life in care homes, both internally and directed at the public.

In terms of public reporting, Health Boards are required to produce Annual Quality Statements, but across all Health Boards these publications for 2016/17 did not directly address quality of life for older people in care homes. There is a requirement that Local Authorities publish a Population Needs Assessment[88], Wellbeing Assessment and associated Wellbeing Plan[89]. These new requirements linked to these Acts and the introduction of the Regulation and Inspection of Social Care (Wales) Act 2016 (as outlined in the Impact section within this report) should help to strengthen public reporting and fill some of the gaps that currently exist. For example, Directors of Social Services must now include the views of service users about quality of life and care within their annual reports[90].

Internal monitoring and reporting related to quality of life was variably described by public bodies in their responses to this Requirement for Action, either at a specific service level, linked to specific themed strategies (e.g. engagement) or related to broader quality assurance systems and/or commissioning processes. However, in many cases the level and type of reporting related to these was unclear, did not appear to be very comprehensive and/or did not have sufficient oversight at a senior level. Furthermore, a number of public bodies described these functions in terms of 'quality of care' with little sense that it is meaningfully associated with 'quality of life'. It is important that these terms are not confused and conflated.

88 Social Services and Well-being (Wales) Act 2014

89 Well-being of Future Generations (Wales) Act 2015

90 Section 56, 144A Regulation and Inspection of Social Care (Wales) Act 2016

Integrated inspection, governance and transparency

Requirements for Action 6.4, 6.5 and 6.6

6.4 An integrated system of health and social care inspection must be developed and implemented to provide effective scrutiny in respect of the quality of life and healthcare of older people in nursing homes

6.5 Annual integrated reports should be published between inspectorates that provide an assessment of quality of life and care of older people in nursing homes

6.6 An annual report on the quality of clinical care of older people in nursing homes in Wales should be published in line with the fundamentals of care

Contributing to the following outcome:

The quality of life and healthcare of older people living in nursing homes is assessed in an effective way with clear and joined up annual reporting.

Responsibility:

Welsh Government

Review Findings

Welsh Government:

Requirement 6.4: Partially sufficient

Requirement 6.5: Insufficient

Requirement 6.6: Insufficient

'A Place to Call Home?' identified that the scrutiny of healthcare of older people in care homes, particularly nursing homes, was insufficient. The report described how older people may be at increased risk of unacceptable medical practices or harm, or may not receive the healthcare to which they are entitled, because of a lack of independent clinical oversight from the healthcare inspectorate.

Some progress has been made in relation to Requirement for Action 6.4: CSSIW and HIW have initiated a joint pilot inspection to look at the health needs of

residents in North Wales, for example. The project (no details of which were provided in the Welsh Government response, but have been subsequently communicated by CSSIW) aims to test whether there is a need for joint work across the inspectorates regarding care homes and primary health provision across Wales. Recommendations about this will be provided in the project's final report, which will be published in Spring/Summer 2018.

Given the complex needs of care home residents, the Commissioner has an expectation that forthcoming legislation will address the current disconnect between the two inspectorates. This should provide the legal basis for HIW to work alongside CSSIW in care homes to ensure that residents' quality of healthcare, as well as quality of life, are inspected in a robust and transparent way.

In terms of Requirements for Action 6.5 and 6.6, the Welsh Government supplied no evidence of any action underway or plans to take these forward.

Public information

Requirement for Action 6.8

Health Boards include the following information relating to the quality of life and care of older people in residential and nursing care homes in their existing Annual Quality Statements:

- **Number of falls**
- **Access to falls prevention**
- **Support to maintain sight and hearing**[91]

Contributing to the following outcome:

Older people have access to relevant and meaningful information about the quality of life and care provided by or within care homes and there is greater openness and transparency in respect of the quality of care homes across Wales and the care they provide.

Responsibility:

Health Boards

Review Findings

Health Boards

Sufficient	0
Partially Sufficient	0
Insufficient	7

In carrying out the analysis of this Requirement for Action, the 2016/17 Annual Quality Statements recently published by Health Boards were considered in addition to the written responses requested as part of this follow-up work. None of the Health Boards provided sufficient responses in relation to this Requirement for Action, as they all failed to provide an adequate level of information related to care homes within their 2016/17 Annual Quality Statements and/or did not make sufficiently clear their plans for the future.

91 Note: this is a partial version of the full Requirement from Action, focusing on specific areas of concern to the Older People's Commissioner for Wales

Only four Health Boards mentioned sensory impairment within their responses and this information was either somewhat limited, insufficiently distinct from general community data or vague about planned actions. The data that four Health Boards included in their Annual Quality Statements (not the same four that mentioned sensory loss in their submissions) is also insufficient for the same reasons. This general lack of focus on sensory loss is of particular concern as the Care Home Review included evidence that showed that 70% of 70 year olds have some form of sensory loss, something that increases significantly with age, and that many care home residents do not have a diagnosis. Sensory loss significantly increases the risk of falls, and the combined impact of sensory impairment and dementia can contribute to a sense of confusion and disorientation for the individual.

In relation to falls and falls prevention, all of the Health Boards describe services and/or development work in hospitals and/or the community within their Annual Quality Statements for 2016/17, but they either fail to distinguish care homes, provide insufficient detail, and/or focus on nursing homes without reference to the wider care home sector. Relevant information on falls provided by Health Boards within their response to Requirement for Action 6.8 has been included in the section on Falls Prevention within this report.

The importance of this Requirement for Action is made clear in the related outcome (included above), which is reinforced by the NHS Wales Health and Care Standards (2014):

> **Governance, leadership and accountability**
>
> **Effective governance, leadership and accountability in keeping with the size and complexity of the health service are essential for the sustainable delivery of safe, effective person-centred care (p8).**

In 2014, the Commissioner also published a detailed critique of each Health Board's Annual Quality Statement[92], using seven questions to scrutinise whether they delivered their aims and communicated with older people effectively (Appendix 2). A Wales wide overview was also published.[93] The responses to this follow-up work demonstrate that significant improvement is still required in relation to this Requirement for Action to ensure that the public are able to access meaningful information about the quality of life and care provided by care homes in their area.

92 Including Velindre NHS Trust's Annual Quality Statement

93 Older People's Commissioner for Wales (2015) Scrutiny of Health Board Annual Quality Statements <http://www.olderpeoplewales.com/en/publications/scrutiny/15-03-26/Scrutiny_of_Health_Board_Annual_Quality_Statements.aspx>

Workforce planning and career pathways

Requirements for Action 7.2 & 7.3

NHS Workforce planning projections identify the current and future level of nursing required within the residential and nursing care sector; including care for older people living with mental health problems and cognitive decline and dementia (7.2).

The NHS works with the care home sector to develop it as a key part of the nursing career pathway, including providing full peer and professional development support to nurses working in care homes (7.3)

Contributing to the following outcome:

Forward planning and incentivised recruitment and career support ensures that there are a sufficient number of specialist nurses, including mental health nurses, to deliver high-quality nursing care and quality of life outcomes for older people in nursing homes across Wales.

Responsibility:

Welsh Government
Health Boards

Review Findings

Health Boards:

Sufficient	2
Partially Sufficient	0
Insufficient	5

Welsh Government: Insufficient

'A Place to Call Home?' highlighted a shortage of nurses in care homes (in particular specialist mental health nurses) and raised concerns that the care home sector is unable to meet the need for EMI nursing and nursing care beds in regions of Wales. Following this (and in response to a number of calls from older people and contacts from Assembly Members in 2013) the Commissioner asked Local Authorities and Health Boards to provide evidence about the availability

and planning for EMI provision for older people in Wales. This provided further evidence that there is a lack of a skilled workforce within the care home sector, an issue that was raised directly with the Welsh Government in 2014.

In its response to this follow-up work, the Welsh Government provided insufficient evidence of progress on NHS Workforce planning projections for the care home sector as set out in this Requirement for Action. Educational commissioning numbers are referred to, as is an increase in pre-registration nurse training places, but this does not explicitly address the needs of the care home sector. Without projected planning that acknowledges the reality of where people receive care and the type of nursing care that they need to receive, progress towards securing safe staffing levels in the NHS might risk further depletion of nursing levels across the care home sector.

Furthermore, whilst 'preliminary discussions' with the Workforce Education Development Service are referenced in the Welsh Government's submission, no timeline has been provided for the completion of this or the development of related actions.

Action has been initiated by the Welsh Government to increase the number of Welsh Government funded places on return-to-nursing practice courses[94], as well as the 'trainworklive.wales'[95] nursing recruitment campaign. However, this is aimed at the Welsh NHS rather than the care home workforce specifically, and is therefore not equal to a programme of strategic actions to measure and address the current shortages of nurses and specialist mental health nurses in the care home sector.

Since the Welsh Government's submission, a written statement by the Cabinet Secretary for Health, Wellbeing and Sport has been released, outlining the proposed remit of a new organisation, 'Health Education and Improvement Wales', to consolidate current activity on workforce planning in health through joining two organisations (NHS Wales' Workforce, Education and Development Services and the Deanery within Cardiff University). It is stated that the new organisation will aim to address strategic workforce planning to 'ensure the promotion of the full range of NHS careers'[96], but it is not currently clear whether this body (which will begin work in April 2018) will cover care homes.

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94 Welsh Government (2015) New plan to develop frontline NHS Wales workforce <http://gov.wales/newsroom/health-and-social-services/2015/workforce/?lang=en> (webpage accessed 16/01/2017)

95 Train Work Live Wales (2016) Nursing Careers in Wales <http://www.trainworklive.wales/page/this-is-nursing-working> (webpage accessed 16/01/2017)

96 Welsh Government (2017) Written Statement - Health Education and Improvement Wales Transition Update <http://gov.wales/about/cabinet/cabinetstatements/2017/healtheducationimprovementwales/?lang=en> (webpage accessed 16/01/2017)

Health Boards

The evidence from all but two Health Boards was weak and demonstrated a failure to acknowledge how serious the current nursing situation is, in particular the shortage of nurses to staff nursing care homes. The practice support teams referred to within responses from Health Boards (whilst a positive method of support) have rarely been evaluated in terms of the impact upon and/or the practice of care home staff. According to the responses, most Health Boards are working with universities to provide student nursing placements in care homes, and have developed nursing support such as revalidation and access to training - albeit to different levels - for nurses currently working in the sector. However, in some areas it is difficult to tell whether the current offering is sufficient to provide the support needed to all care homes in a Health Board's regional area.

Overall, there was a clear distinction between the few Health Boards that had a clear plan to deepen their relationship with care homes and provide additional support and training for nurses working in the sector, and those whose evidence was lacking in recognition of the actions that need to be taken.

Next steps

It is clear from the evidence submitted to me that the pace of change across Wales is variable. A small number of Health Boards and Local Authorities have demonstrated significant progress and were able to provide examples of excellent practice that they have developed.

However, the majority of Health Boards and Local Authorities were not able to provide me with the assurances I was looking for, particularly in respect of the impact of the work underway upon the lives of older people living in care homes. The good practice that has developed across Wales makes it clear the challenges laid out in my care home review report are achievable, and I have included examples of this within this report. This good practice needs to be routine, and not just because it improves the lives of care home residents - it can also serve to motivate staff and improve morale.

However, whilst highlighting this good practice, the evidence has shown that there are significant areas where change has not taken place and this will have a detrimental impact on older people. I am disappointed and concerned that three years since the publication of my Care Home Review, basic yet crucial issues like continence care and medication reviews are still found wanting in many parts of Wales, and care home residents still face a lottery in terms of where they live in relation to key aspects of their quality of life and care.

I have outlined in this report how a number of legislative and policy developments are directly and indirectly addressing many of the issues that my Care Home Review raised. Wales has a new inspection regime and new safeguarding arrangements; there are changes to commissioning processes and requirements related to integration and more joined-up ways of working, plus there is a clear steer towards person-centred approaches. This is generally positive.

However, as far as older people are concerned – which is my concern – it is all about the implementation; it is all about a real transformation in culture; it is all about positive outcomes for care home residents.

In looking forward, I acknowledge the work that is being done by the Welsh Government, including the NHS White Paper and Parliamentary Review on Health and Social Care. As I have previously outlined, this must address the future of care homes and this in turn must translate to informed choices, a stable market and – most importantly - positive outcomes for care home residents.

It is important that all public bodies take further action now to improve the quality of life for older people in the key areas highlighted in this report.

I have written to the Cabinet Secretary for Health and Social Services to make clear my expectations that the Welsh Government must address the shortfalls in action identified in this report. I have also been clear that the Welsh Government must strengthen its leadership across the whole care home sector and strengthening the ways in which it monitors and evaluates the impact of any changes that have been introduced, including through legislation, to ensure that the required improvements and outcomes are secured.

Specifically, the Welsh Government must:

- Ensure that the market stability report developed under the Regulation and Inspection of Social Care (Wales) Act 2016 effectively delivers the following:
    - a national demographic projection of need, including anticipated trends in, and changes to, the type of provision required as a result of increasing acuity and dependency;
    - a clear statement on the preferred type of provider base/ market in Wales;
    - a national analysis of barriers to market entry;
    - a clear statement on investment to grow social enterprise and co-operative social care sectors, particularly in areas with a low provider base;
    - a clear action plan to deliver the preferred provider base/market; and
    - a clear roadmap with key outcomes for Wales over the next 10-15 years.
- Ensure that the care home workforce is included in any strategic workforce planning, and confirm that 'Health Education and Improvement Wales' will address the whole healthcare family, including the care home workforce.
- Develop programmes and guidance to ensure consistent approaches across the care home sector, including related support services (specifically related to falls prevention and continence care).
- Recognise and act on the issues raised in my evidence to the Health, Social Care and Sport Committee's inquiry into the use of anti-psychotic medication in care homes.
- Ensure that inspection processes are properly supported by an independent voice, such as lay assessors.

- Ensure, through CSSIW's strategic reporting, that robust information is in the public domain regarding the quality of life and care of older people living in care homes in Wales and key areas where improvement is needed.

Health Boards and Local Authorities need to look again at the Requirements for Action, together with the individual feedback I have provided, and take further action. It is crucial that the outcomes that are set out in the Care Home Review serve as a benchmark.

I have therefore also written to the Cabinet Secretary and the Chief Executive of the NHS in Wales making clear my expectation that this action will be taken, and to the Chief Executives of all Health Boards requesting that my feedback is debated at a full board meeting.

I have also written to the leaders and Chief Executives of all Local Authorities in Wales, making clear my expectations in relation to further action and requesting that my response is debated at a full council meeting and shared with their older people's forums.

On the basis of the responses received following these letters, I will determine what further action I need to take.

Furthermore, I have shared my findings with CSSIW, HIW and Social Care Wales as the bodies responsible for regulating and inspecting health and social care in Wales to inform their ongoing work.

CSSIW and Social Care Wales must continue the positive work that they have begun, ensuring that through regulation and inspection - of providers, commissioners and the care home workforce - quality of life and personalised outcomes are made a day-to-day reality for older people living in care homes, that staff working in care homes have the skills, knowledge and competencies required and that human rights are embedded throughout the care home sector.

I reserve the right to undertake further follow-up work to seek further assurances that public bodies are driving change and delivering outcomes for care home residents. This will be influenced by issues raised by older people, including through my casework and the response received to this follow-up work.

It is incumbent upon all public bodies and independent care providers to make this a reality.

Notwithstanding the progress that has been made, I expect there to be more ambition and strengthened action to ensure a more transformative and outcomes-

based approach. If we can get it right for some, we should be getting it right for all older people across Wales. It is what they have a right to and if we fail to do so the price paid by them will continue to be too high, as will the price paid by our public services.

Appendix 1: Requirements for Action within the follow-up to the Commissioner's Care Home Review

Requirement for Action 1.3

Specialist care home continence support should be available to all care homes to support best practice in continence care, underpinned by clear national guidelines for the use of continence aids and dignity.

Responsibility

Welsh Government
Health Boards

Contributing to the following outcome

Older people are supported to maintain their continence and independent use of the toilet and have their privacy, dignity and respect accorded to them at all times.

Impact of not doing

Poor practice goes unchallenged due to a lack of appropriate education and training.

Older people become incontinent unnecessarily and their dignity is significantly undermined.

Requirement for Action 2.2

Older people in care homes have access to specialist services and, where appropriate, multidisciplinary care that is designed to support rehabilitation after a period of ill-health. (In partnership with Health Boards)

Responsibility

Local Authority
Health Boards

Contributing to the following outcome

Older people receive full support, following a period of significant ill health, for example following a fall, or stroke, to enable them to maximise their independence and quality of life.

Impact of not doing

Older people have reduced mobility, increased frailty and loss of independence, with an increased risk, due to immobility of significant health problems, such as pressure ulcers, pneumonia and deteriorating mental health.

Requirement for Action 2.3

A National Falls Prevention Programme for care homes is developed and implemented. This should include:

- Enabling people to stay active in a safe way
- Up-skilling all care home staff in understanding and minimising the risk factors associated with falls
- The balance of risk management against the concept of quality of life and the human rights of older people, to ensure that risk-averse action taken by care staff does not lead to restrictive care

National reporting on falls in care homes is undertaken on an annual basis.

Responsibility

Welsh Government

Contributing to the following outcome

Older people's risk of falling is minimised, without their rights to choice and control over their own lives and their ability to do things that matter to them being undermined.

Impact of not doing

Older people are at an increased risk of falls leading to reduced mobility, increased frailty and loss of independence, with an increased risk, due to immobility, of significant health problems, such as pressure ulcers, pneumonia and deteriorating mental health. Significant financial impact on the NHS due to increased admissions.

Requirement for Action 3.2

All care home employees undertake basic dementia training as part of their induction and all care staff and Care Home Managers undertake further dementia training on an ongoing basis as part of their skills and competency development, with this a specific element of supervision and performance assessment.

Responsibility

Local Authorities

Contributing to the following outcome

All staff working in care homes understand the physical and emotional needs of older people living with dementia and assumptions about capacity are no longer made.

Impact of not doing

Older people feel anxious and fearful, confused and disorientated and their ability to have control over their lives is undermined. An increase in hospital admissions and a greater number need health care as a result of older people's needs not being understood or met. A greater risk of incidences of unacceptable care. A significant increase in the pressures faced by the care home work force. A wider perception across society that residential and nursing care lacks compassion.

Requirement for Action 3.3

Active steps should be taken to encourage the use of befriending schemes within care homes, including intergenerational projects, and support residents to retain existing friendships. This must include ensuring continued access to faith based support and to specific cultural communities.

Responsibility

Local Authorities

Contributing to the following outcome

Older people are supported to retain their existing friendships and have meaningful social contact, both within and outside the care home. Care homes are more open to interactions with the wider community. Older people are able to continue to practice their faith and maintain important cultural links and practices.

Impact of not doing

Older people living in care homes are lonely and socially isolated, lack opportunities for meaningful contact and their ability to practice their faith and important cultural practices is lost. Care homes are isolated within and from their communities, undermining the care and wellbeing of older people and access to wider community resources and support.

Requirement for Action 3.5

Information is published annually about the use of anti-psychotics in care homes, benchmarked against NICE guidelines and Welsh Government Intelligent Targets for Dementia.

Responsibility

Health Boards

Contributing to the following outcome

Older people are not prescribed anti-psychotic drugs inappropriately or as an alternative to non-pharmaceutical methods of support and NICE best practice guidance is complied with.

Impact of not doing

Older people living with dementia are at risk of accelerated cognitive decline and the inappropriate use of antipsychotic drugs. Ongoing mental health issues significantly undermine their quality of life. An increase in workload and pressure upon care staff. An earlier need for specialist residential care and an increase in Continuing Healthcare Costs.

Requirement for Action 4.4

Upon arrival at a care home, older people receive medication reviews by a clinically qualified professional, with regular medicine reviews undertaken in line with published best practice.

Responsibility

Health Boards

Contributing to the following outcome

Older people receive appropriate medication and the risks associated with polypharmacy are understood and managed.

Impact of not doing

Older people are at risk of potentially dangerous interactions between multiple medications.

Requirement for Action 6.2

Care home providers, commissioners and CSSIW should develop informal and systematic ways in which to ensure they better understand the quality of life of older people through listening to them directly (outside of formal complaints) and ensuring the issue they raise are acted upon. Annual reporting should be undertaken of how on-going feedback from older people has been used to drive continuous improvement.

Responsibility

CSSIW
Local Authorities
Health Boards

Contributing to the following outcome

Commissioners, providers and inspectors have a thorough understanding of the day-to-day quality of life for older people living in care homes.

Older people's views about their care and quality of life are captured and shared on a regular basis and used to drive continuous improvement.

Impact of not doing

Issues are not addressed before they become significant, impactful and costly to remedy. Opportunities to make small changes that can make a significant difference to quality of life and care are missed. Safeguarding issues are not identified at an early stage. Older people feel ignored, powerless and unable to influence.

Requirement for Action 6.4

An integrated system of health and social care inspection must be developed and implemented to provide effective scrutiny in respect of the quality of life and healthcare of older people in nursing homes.

Responsibility

Welsh Government

Contributing to the following outcome

The quality of life and healthcare of older people living in nursing homes is assessed in an effective way with clear and joined up annual reporting.

Impact of not doing

Poor practice is not identified and older people are placed at increased risk of harm or do not receive that to which they are entitled.

Requirement for Action 6.5

Annual integrated reports should be published between inspectorates that provide an assessment of quality of life and care of older people in nursing homes.

Responsibility

Welsh Government

Contributing to the following outcome

The quality of life and healthcare of older people living in nursing homes is assessed in an effective way with clear and joined up annual reporting.

Impact of not doing

Poor practice is not identified and older people are placed at increased risk of harm or do not receive that to which they are entitled.

Requirement for Action 6.6

An annual report on the quality of clinical care of older people in nursing homes in Wales should be published in line with the fundamentals of care.

Responsibility

Welsh Government

Contributing to the following outcome

The quality of life and healthcare of older people living in nursing homes is assessed in an effective way with clear and joined up annual reporting.

Impact of not doing

Poor practice is not identified and older people are placed at increased risk of harm or do not receive that to which they are entitled.

Requirement for Action 6.7

Annual Quality Statements are published by the Director of Social Services in respect of the quality of life and care of older people living in commissioned and Local Authority run care homes.

Contributing to the following outcome

Older people have access to relevant and meaningful information about the quality of life and care provided by or within individual care homes and there is greater openness and transparency in respect of the quality of care homes across Wales and the care they provide.

Responsibility

Local Authorities

Impact of not doing

A lack of transparency undermines older people's ability to make appropriate decisions, undermines wider public confidence and acts as a barrier to systemic change.

Requirement for Action 6.8

Health Boards include the following information relating to the quality of life and care of older people in residential and nursing care homes in their existing Annual Quality Statements:

- Number of falls
- Access to falls prevention
- Support to maintain sight and hearing

Responsibility

Health Boards

Contributing to the following outcome

Older people have access to relevant and meaningful information about the quality of life and care provided by or within individual care homes and there is greater openness and transparency in respect of the quality of care homes across Wales and the care they provide.

Impact of not doing

A lack of transparency undermines older people's ability to make appropriate decisions, undermines wider public confidence and acts as a barrier to systemic change.

Requirement for Action 7.2

NHS Workforce planning projections identify the current and future level of nursing required within the residential and nursing care sector; including care for older people living with mental health problems, cognitive decline and dementia.

Responsibility

Welsh Government

Contributing to the following outcome

Forward planning and incentivised recruitment and career support ensures that there are a sufficient number of specialist nurses, including mental health nurses, to deliver high-quality nursing care and quality of life outcomes for older people in nursing homes across Wales.

Impact of not doing

Nursing care homes close due to difficulties in recruiting qualified and competent nurses or older people are placed in care homes that are unable to meet their needs.

Requirement for Action 7.3

The NHS works with the care home sector to develop it as a key part of the nursing career pathway, including providing full peer and professional development support to nurses working in care homes.

Responsibility

Welsh Government
Health Boards

Contributing to the following outcome

Forward planning and incentivised recruitment and career support ensures that there are a sufficient number of specialist nurses, including mental health nurses, to deliver high-quality nursing care and quality of life outcomes for older people in nursing homes across Wales.

Impact of not doing

Nursing care homes close due to difficulties in recruiting qualified and competent nurses or older people are placed in care homes that are unable to meet their needs.

Appendix 2: Seven questions to scrutinise Annual Quality Statements

1. Does the Annual Quality Statement demonstrate a fundamental understanding about who its patients are and how they use its services (Know me)?
2. Does the Annual Quality Statement cover or make reference to the entire spectrum of healthcare covered by the Health Board and does it include joint working with other agencies (Be relevant to my use of services) (NB – inc primary care)?
3. Does the Annual Quality Statement show that the Health Board has a clear and concise understanding of what constitutes high quality patient care and that this is their core business (Reassure me you know what 'good looks like')?
4. Does the Annual Quality Statement demonstrate that the Health Board truly understands what it is like to be a patient and that knowledge of patients' needs and experiences influence the ongoing delivery and development/improvement of services (Be me and learn from me)?
5. Does the Annual Quality Statement evidence strong understanding of the organisation's strengths and weaknesses in respect of quality or care in clearly identified areas and clearly identify where improvements are required (Get it right for me)?
6. Does the Annual Quality Statement show that when things go wrong they are identified, action is taken to put it right and ensure it does not happen again (Protect me)?
7. Are the Annual Quality Statements written in an accessible and easy to understand language that communicates directly to older people and is there evidence that older people have been asked what they want to see included (Be understandable by me)?

Care Home Review Follow Up: Commentary on Response from Gwynedd Council

Requirement for Action 2.2 Older people in care homes have access to specialist services and, where appropriate, multidisciplinary care that is designed to support rehabilitation after a period of ill health.
Borderline I am pleased to note that Gwynedd has been working closely with health partners to embed Reablement and Intermediate Care support. The response includes evidence of the expanded use of the Short Term Reablement Service, and it is interesting to see that where short term reablement beds have been placed within care homes this has enhanced working relationships between care home staff, therapists and social workers. There has been progress in relation to the provision of equipment, and I was encouraged to see how Intermediate Care Funding has been used to fit kitchens so that people can prepare their own meals, which helps to promote independence. However, many of the examples provided in this submission relate to people in transition who are enabled to return home. I recognise that this is an important priority for public services, and that care homes are being increasingly used as a transitional space, but this focus in the response from Gwynedd does not reassure me of how the wider range of residents are accessing specialist support. I would have also liked to have seen more evidence of how care planning processes help to reinforce reablement goals through daily routines and pro-active reinforcement, working together with the resident, family members and care staff. This should take place within a framework that supports a personalised and enabling approach to risk. I was pleased to note that self-funders have full access to the short term reablement service. However, the evidence provided is somewhat focused on Local Authority care homes and those in receipt of Local Authority services. The evidence provided does not reassure me of how reablement needs across Local Authority and

independent care homes are being addressed and how this is supported through contract management processes. Data provided is expressed in terms of 'throughput' and 'destination' rather than personalised outcomes being met.

On a positive note, there is evidence of staff training focused on enablement, together with efforts to shift the culture through Ffordd Gwynedd. Together with the Health Board, Gwynedd is also looking to address the needs of people in rural areas, specifically through the development of expanded short term reablement provision and through the development of telemedicine. There are also plans to expand provision to support the needs of residents with dementia. I am also very encouraged by the Dementia Go programme mentioned in the response to Requirement for Action 3.2, which offers intervention via exercise sessions for people living with dementia and their carers. This kind of fun physical activity, which can also involve family carers, is to be welcomed.

A range of actions are outlined relating to rehabilitation and reablement, associated with the possible expansion of out of hours social work support, short term reablement support, and the introduction of generic workers. However, many of these are expressed in tentative terms. An action plan is referred to in relation to work undertaken around a 'Week in a room' but no specific details timelines or named leads are provided.

As stated above, there needs to be action to deliver more focused work within care homes to ensure personalised rehabilitative support for residents that is then reinforced through their daily activities.
It is stated that much of the activity outlined was implemented in 2015 and this was overseen by the County Forum, which no longer exists. Whilst there is clearly a range of high level structural change going on, I do not get a sense that there is a comprehensive strategic approach to delivery of this action and there is a stated assumption that this Requirement for Action has been met. Whilst progress has clearly been made, the evidence provided suggests that there is still much to do.

Requirement for Action 3.2

All care home employees undertake basic dementia training as part of their induction and all care staff and Care Home Managers undertake further dementia training on an ongoing basis as part of their skills and competency development, with this a specific element of supervision and performance assessment.

Borderline

The response states that Gwynedd is compliant with this Requirement for Action, and where there are gaps there is work in hand to address these, but the submission lacks detail in a number of areas. There are some signs of progress, and I note that levels of training are in place, including induction, and this is backed up by e-learning modules. However, I would have liked to have seen more evidence related to how skills and understanding are being embedded and sustained, for example through supervision and mentoring. Gwynedd states that it has been providing training in accordance with the Good Work Dementia Learning and Development Framework for Wales 'for some years' but this is inadequately described, and is difficult to comprehend given that the Framework was published relatively recently, in 2016.

That said, I am pleased to see that training for managers has been commissioned from Dementia Care Matters (DCM); it is stated that this has made a positive impact and is leading to greater use of person-centred tools and techniques. I have noted the work that has been undertaken in relation to the DementiaGo scheme and also the work within Bryn Seiont Newydd Care Home and will consider this in terms of my response to Requirements for Action 2.2 and 3.3. This is very positive, and provides a further opportunity for staff training and development.

There has been some analysis of the independent sector in relation to their levels of training, though I am disappointed that this had to be undertaken through a sample (number, percentage and profile not stated) as quality contract monitoring processes would have provided a better indication.

I have noted the implementation of a new care home contract, with a related range of actions associated with quality assurance and safeguarding, and it is stated that this will make clear the Authority's expectations of levels of staff training. However, I am left with questions about this. For example, it is stated that 'basic' and 'specialist' dementia care training will be expected of care staff – but if this translates to the matrix of training listed on the first page of the response to Requirement for Action 3.2, the 'basic' only equates to Dementia Friends level. I am very supportive of general dementia awareness targeted at the wider community, but this does not provide an adequate level of training for care home staff. There is no mention of any expectations within the submission in relation to auxiliary staff and it is not clear what the contract might include here. It is also critical that the new contract is backed up by effective monitoring arrangements to provide more robust information related to dementia training in future.

I note there is evidence of impact in relation to staff undertaking QCF levels 2 and 3 – though it is not clear whether or how these responses are used to inform continuous improvement/promote best practice. It is also encouraging that the response states Gwynedd is seeing the benefits of the DCM approach. This submission would have been strengthened, however, if examples had been included of staff putting their learning into practice, along with evidence of impact through contract monitoring and other opportunities for observation.

I am pleased that there is development work underway with Bangor University, but it is not clear whether or how Gwynedd is supporting managers to capture and disseminate their learning or promoting this approach across the independent sector. The care home Bryn Seiont Newydd (part of Pendine Park group) is ground breaking and it is good that Gwynedd's submission recognises the strides that they have taken here. A key consideration for commissioners, however, is how they can ensure that others are inspired by such good practice.

There are actions listed that relate to the development of Cartref Llys Cadfan and the evaluation/expansion of the Dementia Go scheme, but these are only tangentially related to staff training. It is important that Gwynedd reviews its actions in light of the Good Work Learning and Development Framework for Wales, and the submission does not suggest to me that this has been fully considered and absorbed.

In my response to Gwynedd in relation to my 'Dementia: more than just memory loss' report, I asked that Partnership Boards have a strong focus on the issues identified within my report and ask themselves challenging questions about the outcomes being delivered for people living with dementia. I also attached a set of suggested questions and a checklist and I highly recommend that these are returned to as part of Gwynedd's approach to Requirement for Action 3.2

Terminology: I must highlight an issue relating to the use of language. Terms like 'suffer from' and 'challenging behaviour' are not person centered and do not conform with the social model of disability. It is crucial that this is addressed as this kind of language reinforces negative perceptions and undermines culture change.

Requirement for Action 3.3 Active steps should be taken to encourage the use of befriending schemes within care homes, including intergenerational projects, and support residents to retain existing friendships. This must include ensuring continued access to faith based support and to specific cultural communities.
Insufficient I am very concerned to see the limited progress related to this Requirement for Action in the years that have elapsed since the publication of my Care Home Review report; there is no reference to the action plan submitted by Gwynedd in response to this. I note the barriers stated in terms of fiscal pressures, though this will not be particular to Gwynedd. Whilst I fully realise the challenges posed within the current climate, many of the changes that my Care Home Review highlighted can be achieved at low or no cost, and through service redesign. Much of the information provided in the submission is of a generic nature (pertaining to older people generally) and it is difficult to see how it relates to older people living in care homes. Where information is provided more specifically about care homes, many of the examples are activity based (e.g. art therapy) and do not necessarily relate to the enhancement of social networks.

There are a couple of examples of intergenerational activities, and I was impressed by the textile project 'Perthyn', where the children of the area have been working with residents of Bryn Seiont Newydd and a textile artist to celebrate the links between Caernarfon and Patagonia. There is also an example where two generations were brought with children from Plant Parciau nursery visiting Plas Maesincla care home for a week to mix and socialise with the residents. Whilst these are very positive, there is no information about how related learning has been captured and sustained. There is also no sense of the extent and spread of such activities across the sector or how Gwynedd is driving change and promoting best practice.

There is mention of faith-based support, but this is not expressed in personalised terms, just that homes 'encourage' weekly contact with faith leaders. Where examples of digital connectivity are provided, there is no evidence of residents being trained or supported to take advantage of this.

I am pleased to note the ground breaking work related to Bryn Seiont Newydd (where more than 80 per cent of staff are Welsh speakers) and that Welsh is being actively promoted in all care homes, including a new service led agreement with providers. I also note from the response to other Requirements for Action that there are some examples of good practice in relation to befriending and creating links with the local community - especially related to dementia (Requirement for Action 3.2). I am encouraged that the Speak Up project is enabling communication between staff and residents and I hope that Gwynedd will build and capitalise on this work. However, there needs to be further evidence that this Requirement for Action is being promoted comprehensively, including people who are confined to bed or those who are affected by sensory loss. These individuals are particularly at risk of becoming lonely and isolated in care home settings.

Some information is provided in this response about positive experiences for residents, but, as set out above, many of these examples are not specifically related to delivery of this Requirement for Action. There is little evidence of personalised, systematic ways to capture the impact on residents through contract monitoring or through formal evaluation of initiatives. Whilst it is stated that care plans are person centred, evidence of personalisation is generally absent from this response. However, I note from the response to Requirement for

Action 6.2 that there is development work here linked to Ffordd Gwynedd, including training on 'Collaborative Conversations' and the development of more outcomes-focused tools. Other actions that have been provided are drawn from the Ageing Well programme. Whilst I do not wish to detract from the Ageing Well action plan that is in place, it does not address the work required to deliver Requirement for Action 3.3

I recognise that Gwynedd is looking at ways in which the wider population can take more responsibility and an active role in relation to supporting vulnerable people (through the Care Challenge) and hopefully in time this can translate to a more integrated and inclusive community. I note the new Safeguarding and Quality Unit will have a key role to play in future to ensure full compliance and monitoring and measuring quality in the future. This will be an important component in driving change.
I am pleased that Gwynedd recognises it has a key role to play in encouraging effective collaboration between organisations and sectors to achieve common aims. However, the delivery of this Requirement for Action needs effective leadership and a proper understanding of the level and type of change required, which is not fully apparent in this submission.

Requirement for Action 6.2 Care home providers, commissioners and CSSIW should develop informal and systematic ways in which to ensure they better understand the quality of life of older people, through listening to them directly (outside of formal complaints) and ensuring issues they raise are acted upon. Annual reporting should be undertaken of how on-going feedback from older people has been used to drive continuous improvement.	
6.2	**Sufficient** The response states that Gwynedd complies in part with this Requirement for Action. Some progress at a general level is described. I can see that there has been structural change through the establishment of the Safeguarding and Quality Assurance Unit, and there are stated efforts to ensure that quality of life is central. Ffordd Gwynedd provides underlying principles, and it is stated that this is outcomes focused and supporting new ways of working (set out in the additional information provided). It is mentioned in Requirement for Action 3.2 that training for managers has been commissioned from DCM and this will be an important component in culture change. Training on

	‘Collaborative Conversations’ is being introduced for Social Work teams, and this should provide an important foundation in hearing people’s voices and making quality of life more central. I note a Regional Commissioning Board has been established, including Health and neighbouring Local Authority partners. I am very pleased to see that there has been exploration of what quality means and recognition that this can be a subjective matter. It is encouraging that a shared approach is being developed and that the findings of my Care Home Review are being used as a basis for implementing change. The response states that this will be used to inform the new contracts with providers, and providers will be made aware of the importance of ensuring residents have a voice. However, I would have liked to have seen more information about what ‘standard feedback inputs’ will mean in practice. I note that Gwynedd is taking steps to promote culture change through its Ffordd Gwynedd programme, and the submission makes reference to Ffordd Gwynedd leading to changes on the ground, but some specific examples of this in in practice would have strengthened this submission. There are also efforts to improve quality monitoring and reporting to individual care homes, and ‘quality wheels’ are one of the methods to support this. It is stated that section 27 visits are robust, and include opportunities for talking to residents and for direct observation. However, within the list of elements that are regularly inspected, I would have liked to have seen more emphasis on the methods employed within homes to ensure that all residents have a voice. That said, I was very pleased to note that outcomes focused tools are being introduced. For example, baseline information is now being captured about individuals during assessments and is then followed up in order to promote change and provide evidence of impact. Whilst some positive work has been described in this response, much of it is focused on processes and lacks the specifics of exactly how residents are engaged across all care homes. There is a brief reference to some care homes having residents’ meetings, and of surveys and questionnaires, but it

	is hard to judge Gwynedd's response to this Requirement for Action based on the level of detail provided. There need to be multiple opportunities for residents to have a genuine opportunity to express any concerns and talk about what quality of life means for them. This should include both formal and informal routes, supported by advocacy for those who require this. Independent inputs to enable residents to provide feedback are also vital to enable meaningful responses, in particular people who may have difficulties expressing themselves, such as people with dementia or sensory loss. The example used by Gwynedd about residents being consulted on their environment and decoration to the home underlines the importance of involving all perspectives - if not managed sensitively and inclusively, such well-meaning consultation could result in the home being furnished in disabling ways for residents with dementia (for example, using 'busy' patterns on walls or carpets). I welcome the development work that is going on within Gwynedd, both within the Local Authority and with regional partners, and there is evidence of progress in promoting quality of life for care home residents. However, this Requirement for Action has only just merited a rating of 'Sufficient'. I would have liked to have had more reassurance of a commitment to the detail - ensuring a range of mechanisms are being developed to ensure residents' voices are heard. It would be of value for Gwynedd to consider this and also to go back to the stated actions in their response to my 2014 Care Home Review, in order to ensure that this is wrapped into their higher level action plans.

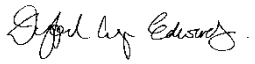
Older People's Commissioner for Wales
Comisiynydd Pobl Hŷn Cymru

Follow-up work on the Review of the 'Place to Call Home' Local Authority Evaluation Form

Responsible officer and job title	**Rhion Glyn**
E-mail	**Senior Business Manager**
Phone number	**01286 679074**
Date	**31.03.2017**
Signature	

Chief Executive	**Council Leader**
Name: Mr Dilwyn Williams	**Name: Mr Dyfed Edwards**
Date: 31.03.2017	**Date 31.03.2017**
Signed:	**Signed:**





Closing date for responses: 31 March 2017

Please e-mail responses to: review.adolygiad@olderpeoplewales.com

Before fully considering this response, we suggest you first of all read the good practice section of 'Ffordd Gwynedd' on page 34, since what is explained therein relates to all the responses in this document.

Outcome Older people receive full support, following a period of significant ill-health, for example, following a fall or stroke, to enable them to maximise their independence and quality of life.	
Action Required (Requirement for Action 2.2): Older people in care homes have access to specialist services and, where appropriate, multidisciplinary care that is designed to support rehabilitation after a period of ill-health. (In partnership with the Health Boards)	
To what extent do you comply with this Requirement for Action? (300 words)	The Local Authority complies with the requirements by providing short term care in conjunction with Betsi Cadwaladr University Health Board (BCUHB) for respite, enablement and intermediate care following hospital stay or to avoid a hospital admission. It is also believed that we have implemented the steps agreed upon in May 2015. With the support of an investment from the Intermediate Care Fund in recent years, 23 short-term beds have been set up in care homes across the County. This necessary collaboration to support this provision has led to a better relationship between the staff of the residential homes, community nurses, physiotherapists, occupational therapists and social workers. A substantial proportion of the Local Authority's residential care staff has received enablement care training over the past year and by the end of March 2017 training sessions in personal care will have been held at a total of 11 care homes. This is to ensure that staff are able to identify health conditions earlier, and prevent conditions from deteriorating through earlier intervention by a doctor or community nurse. Specifically, it was noted that the County Forum would be used for reporting on progress and removing obstacles relating to the May 2015 Action Steps. The County Forum no longer exists, but the principle of ensuring ownership of obstacles and attempting to remove them is at the core of the Ffordd Gwynedd culture (a summary of Ffordd Gwynedd is found in the 'good practice' section of this document). Working in accordance with the principles of Ffordd Gwynedd offers staff and managers the opportunity

	to challenge all arrangements and decisions that prevent them from achieving the agreed purpose for Older People in Gwynedd - 'Help me Live my Life as I want to live it'.
On what evidence has this assessment been made? (850 words)	**Short-term Specialist Service** Health Board and social work staff have access to short term beds that can be used flexibly to provide: • A period of respite care for residents who usually receive care at home. Usually, this is a provision in which the individual visits a residential setting to give the carer respite. It can also be a provision in an emergency situation where a carer is unwell or unavailable for a period of time and the individual for whom they care needs short term care. • A period of care for individuals who have been assessed and who would benefit from a period of intervention and support that could avoid a hospital admission. The focus is on helping people regain their mobility and day-to-day life skills and/or on providing an opportunity to conduct a thorough assessment to determine the future needs of the individual, with a focus on maximising their independence. • A period of enablement/rehabilitation for individuals suffering from or recovering from an acute sickness or a fall, and who need to be monitored. The support entails rehabilitation provision from community rehabilitation teams, community nurses, residential homes' staff and support staff. • A period of rehabilitation for residents following a hospital stay (and who are medically fit to be discharged) who need further support in a supportive environment provided by an enablement team, community nurses, support staff and care homes staff. Weekly multidisciplinary meetings are held at the homes in order to ensure coordination and clear communication relating to the care of any person using the specialist provision in question. 69% of the Local Authority's care home staff has received enablement training (204 staff members during 2016/17).

30% of Local Authority care home staff have received personal care training (118 staff members during 2016/17), with further sessions being arranged early in 2017/18 to ensure the rest of the staff receive training.

The Intermediate Care Fund had been funding eight beds since 2014/15; the rest of the beds (15 beds) are funded through the Local Authority's core budget. Since 2014/15 this service has received an investment of £905,872 (revenue) and £300,000 (capital). It included funding for the beds and for developing staff skills to enable effective provision of the service, i.e. enablement training and personal care training.

The investment has also led to the modification of facilities in care home units; new kitchens were installed to enable users to prepare their own meals, to reinforce their skills, and promote their independence before they returned home. The investment has also ensured that the correct equipment is available to provide a safe and high quality service for all users.

Table A - Number who have received short term care

	14/15	15/16	16/17*
Respite	71	177	214
Enablement	27	67	49
Intermediate	17	54	70

*Figures up to the end of January 2017

The above figures also include self-funders. This short term service does not differentiate between individuals' personal situations in any way. It is anticipated that approximately 60 individuals who self-fund have used the short term service in 2016/17.

With a clear increase in use being highlighted in Table A, year on year, we anticipate even greater use in 2017/18.

Ffordd Gwynedd
Based on Ffordd Gwynedd principles, a care coordinator is allocated for every user receiving a service to ensure that one individual is responsible for managing the person's

	care, and then brings in any other expertise or discipline as required. This ensures that individuals are not transferred from one worker to another; meaning, also, that they do not have to repeat their story and re-establish their relationship time and again. The coordinator could be employed by the Local Authority, the Health Board or the Third Sector; this, therefore, emphasises the importance of consistent multi-agency collaboration. **'Collaborative conversations' training** The 'Collaborative conversations' training for social work teams, run by Rhoda Emlyn Jones through the SSIW, aims to ensure better discussions with individuals. The training focuses on identifying what matters to individuals and supports the vision that forms part of Ffordd Gwynedd. The Arfon social work team recently had training and the intention is to introduce this to the Dwyfor and Meirionnydd teams over the coming months. **Out of Hours Provision** Over the recent months, the working hours of community nurses has been extended to 24 hours and the multi-disciplinary support has increased. It it too early to see what effect this is having, but we will be keeping an eye on this development. Specifically, in terms of the social work, the Night Team continues to provide out of hours service but, in accordance with the action steps of May 2015, we must consider extending the hours of service available to residents and the public. The advantages and disadvantages of this will be considered as part of the development of the Information, Advice and Support service. **Other services** Arrangements are in place for residents living in care homes to receive basic health support such as visits to the dentist, hearing tests, podiatry etc. This is offered either at the care home or at nearby doctors' surgeries. Care home staff refer individuals according to need, and private health service is used as well as Health Board services. At one specific care home, we know of a weekly arrangement where a GP holds a surgery within the home.

What impact has this had on the residents' quality of life and care? (850 words)

Short-term Specialist Service

Table A above shows the increase in the users of the different types of short term beds, but Table B below shows the effect of the short term service on people's lives e.g. enabling people to return home.

Table B - Result / Effect on the individual

	14/15	15/16	16/17*
Returning home	80%	79%	80%
More hospital treatment	9%	6%	9%
Staying at home	8%	10%	8%
Moving to another home	3%	4%	2%

*Figures up to the end of January 2017

Summary of Case Studies

One resident of Llys Cadfan Home was very happy with the enablement care she received after a stroke. She wrote to the local newspaper to share her experience.

After a six-week period of short term care at the home, she returned to her own home. She thoroughly enjoyed this time and it was arranged for her to attend the day care provision once a week in order to ensure she continued to socialise with the friends she had made. In her own words:

"I had an opportunity to make new friends and become part of this warm and friendly family. Everyone is treated in a professional manner and there is clear commitment to care."

Another individual who lived alone and was fully independent before falling and breaking both wrists, also welcomed the opportunity to receive short term support after a hospital stay. Whilst in hospital, she was referred to the Intermediate Care Team and they were concerned that she would not be able to cope alone at home with preparing meals, personal care and general day-to-day tasks. From talking to the individual, it was agreed that she would benefit from spending some time at the Bryn Blodau Home in order to recuperate and regain her confidence to return home and live fully independently again. Had she returned

	home directly from hospital without receiving this short term care, the following risks would have been anticipated: • Falling • Lack of nourishment - from an inability to prepare meals • Deterioration in personal care • Difficulty with tasks such as going to the toilet • Unintentional injury at home • Skin deterioration The social worker responsible for coordinating this individual's care confirmed that she had been in touch with her whilst at hospital to make sure that she was fully aware of all the options available to her. The social worker kept in touch consistently during her time at Bryn Blodau Home and also during visits, such as those to the Physiotherapy Team when removing the plaster cast. As the end of the period of specialist short-term support at the home approached, possible support options in the community were discussed. This was rejected; she noted that the support she had received had supported her in a very positive way when she had neeeded it. Consequently, she was confident that she would be able to cope independently at home once more. **National Questionnaire 2016/17 - clients' views** In 2016/17 a questionnaire was sent to residents who were receiving some type of care from the Local Authority across the County. 52 care home residents responded this year, and we believe the response gives us an initial idea of the general feelings. Specifically, relating to residents' satisfaction with the care and assistance they receive: 88% reported that they were happy and 10% reported that they were sometimes happy. We believe the efforts made in this field are reflected in these percentages.
If further actions are needed to ensure compliance, please note what these will be and	**Further development of Short-term beds** Discussions are taking place between the Council's Senior Manager - Housing Unit and Health Board Senior Managers, to ensure that additional provision is available in Extra Care Housing in Bangor following the success of Awel y Coleg in Y Bala. This type of provision is supported by community carers.

provide a timeline for compliance. (500 word)	A multi-disciplinary group (which includes representatives from Older People and Physical Disabilities Service Area Managers, nurses, Internal Provision Officers, and the hospitals' 'discharge coordinators') meets regularly to discuss matters and share good practice; it also considers ways of further developing the service. One topic that has recently been discussed at these meetings is the unsafe discharge of individuals. Some homes that provide short term service have noted examples of individuals arriving at the home without their walking frame or their medication. Arrangements are now in place to respond to these significant concerns; however, the situation will need to be fully monitored with specific attention given to any unacceptable examples. **Development of Llys Cadfan Home** In 2016, the Local Authority, jointly with the Health Board, commissioned research by the consultancy firm Flynn and Eley Associates. This research specifically considered new models of care in order to respond to concerns about the provision available in rural areas across the County. The vision was shared with adjacent Local Authorities and specialist provision, which stems from this initial work, is being developed at Local Authority-run homes. Llys Cadfan in Tywyn is the first on the list of homes receiving attention over the coming years and developments are already under-way through the Intermediate Care Fund 16/17. At present, its dementia unit has eight beds. These modifications would mean expanding the current capacity so that up to five more individuals with memory problems can be cared for, and part of this work has already been completed. To support this specialist provision, a community psychiatric nurse resource and a community nurse would be needed at the home to ensure residents with more profound memory problems receive the specialist care they need. This provision will make the lives of service users and their families easier and will mean that they do not have to leave their local areas and travel for miles to receive this specialist support. The nearest nursing home providing specialist dementia care is 40 miles away.

	Because of the success of the above-mentioned short term beds provision, this development will also lead to an increase in the number of short term care beds at the home, from two to seven. Day care facilities will also be upgraded as part of the whole site development. It is expected that all the construction work will have been completed by October 2017 and it is hoped that the Community Psychiatric Nurse and Community Nurse posts will be filled as soon as possible. In terms of these development, the Local Authority and the Health Board are working closely with the CSSIW to ensure the registration requirements are attained and, thus, be able to offer the provision to citizens without delay. **A follow-up from the regional exercise "Week in a Room"** As part of the exercise, senior officers from the Local Authority, Betsi Cadwaladr University Health Board, and third sector representatives have visited residents who receive care, providers and staff, in an attempt to understand the system specifically the fragility of the care market. The exercise has certainly highlighted what works and what does not work as well, and what consequently requires attention. A comprehensive action plan of recommendations was drawn up and work is under-way to implement it.
	Generic Workers The Local Authority is collaborating with BCUHB to examine the possibility of developing care workers as generic workers to carry out basic nursing tasks. It is hoped that expanding the scheme to develop staff in the homes as generic workers will enable them to carry out some basic health tasks such as measuring blood pressure, pulse and temperature, changing dressings, testing blood sugar levels, testing urine samples, administering eye drops etc. This would enable residents to receive care in the home when required, rather than having to wait for a nurse or doctor to visit.

	‘Cartref’ Project Betsi Cadwaladr University Health Board's 'Cartref' Project enables vulnerable older people in our communities to access a medical opinion without the need to travel far from the home. ‘Virtual' appointments via video conferencing are used to link consultants in Ysbyty Gwynedd with patients who attend appointments in their nearby community hospitals. This provides individuals with improved experiences and outcomes and reduces the need to travel. We anticipate that we will measure the impact of this latest scheme on residents during the coming year.

N.B. - The Commissioner's expectation is that specialist services are made available to all residents, where appropriate, including self-funders. Evidence submitted in this section should therefore reflect this.

<table>
<tr><td colspan="2">Outcome
All staff working in care homes understand the physical and emotional needs of older people living with dementia and assumptions about capacity are no longer made.</td></tr>
<tr><td colspan="2">Action Required (Requirement for Action 3.2):
All care home employees undertake basic dementia training as part of their induction and all care staff and Care Home Managers undertake further dementia training on an on-going basis as part of their skills and competency development, with this a specific element of supervision and performance assessment.

The Commissioner’s expectation is that this will include reference to actions that the Local Authority has taken as commissioners of care to ensure that all staff working in care homes understand the physical and emotional needs of people living with dementia.</td></tr>
<tr><td>To what extent do you comply with this Requirement for Action? (300 words)</td><td>We believe that we comply with this requirement for action although further actions have been implemented to ensure consistency across the board.

The Older People’s Commissioner noted in the document Dementia (2016): More than Just Memory Loss that there was a lack of general and specialist training in relation to dementia care. As a Local Authority, we are aware of this concern and have been following the Dementia Learning and Developing Framework for Wales. We have been holding training in accordance with the Framework for some years.

The following is recommended:-
Basic Awareness - Two hour sessions for the Local Authority's general staff. These are “Dementia Friend Sessions” that are held by dementia champions who are registered with the Alzheimer's Society.
Dementia Awareness - One-day awareness raising sessions for care staff (all staff working in the field of adults).
QCF Level 2 Award in Dementia Awareness - Two day course specifically for those working within the field of dementia.
QCF Level 3 Award in Dementia Awareness - Five day course for managers and senior carers.</td></tr>
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<table>
<tr><td></td><td>The Local Authority's Workforce Development Unit arranges training on various aspects of care for Local Authority employees and agencies that have entered into service level agreements / contracts with the Council.</td></tr>
<tr><td>On what evidence has this assessment been made? (850 words)</td><td>Workforce Development Unit
The Workforce Development Unit ensures that all staff working in the Local Authority's care homes understand the physical and emotional needs of people living with dementia. E-learning training modules are offered to all Local Authority staff, which can be accessed through the Council's intranet.

https://www.gwynedd.llyw.cymru/cy/Busnesau/Cymorth,-cefnogaeth-a-hyfforddiant/Partneriaeth-datblygur-gweithlu/Rhestr-hyfforddiant-ac-archebu-cwrs.aspx

The Care Council's video, 'Home from Home', on the importance of induction for care workers, uses a dementia case study, and is included in the care staff induction course (80 were trained in 2016/17). An e-learning module on dementia has been available since October 2016.
http://gwynedd.learningpool.com/course/view.php?id=153

Number who have received training through the Workforce Development Unit.
<table>
<tr><th>Training</th><th>Internal Staff</th><th>Private Staff</th></tr>
<tr><td>Dementia Awareness</td><td>267</td><td>38</td></tr>
<tr><td>Level 2 Dementia Qualification</td><td>45</td><td>9</td></tr>
<tr><td>Level 2 Dementia Qualified</td><td>58</td><td>11</td></tr>
<tr><td>Level 3 Dementia (Managers)</td><td>11</td><td>16</td></tr>
<tr><td>Level 3 Dementia Qualified (Managers)</td><td>6</td><td>4</td></tr>
</table>

It was noted that a number of the private organisations have their own training arrangements, and did not access the training offered by the Workforce Development Unit. The Unit tends to provide training to the smaller private organisations.

Private Care homes
Based on a sample of private care homes, we can report that approximately 70% of the homes' staff have received</td></tr>
</table>

	basic dementia training, and that approximately 20% have received specialist dementia training. Although this information does not provide us with a comprehensive picture, it does highlight the need for further work to ensure that there are more robust arrangements in relation to basic and specialist dementia training across the county. **DementiaGo Scheme** In addition to training, the DementiaGo scheme has held exercise sessions for people with dementia and their carers in leisure centres since 2015. This scheme has been very successful in encouraging people who live with dementia and their carers to keep active, and also provides an opportunity to socialise, or for the carers to rest if they do not wish to participate. The programme has also been extended and developed to offer experiences to residents within our care homes. The scheme has also been successful in engaging staff in care homes to become 'dementia friends and dementia champions. **Dementia Friendly Communities** As part of the DementiaGo development, Porthmadog became a dementia friendly community in 2016. People are encouraged to become dementia champions, and awareness sessions are offered to the public in various centres and within care organisations. The Local Authority works with the Alzheimer's Society to provide training to as many people, businesses and groups as possible, in order to help people with dementia. As part of the scheme, individuals can receive 'Dementia Friend' information and awareness raising sessions, and a town or village can gain 'Dementia Friendly' status by reaching specific milestones. Currently, other communities such as Bontnewydd, working with Bryn Seiont Newydd, aim to become dementia friendly communities in the near future. **Collaboration with the Dementia Services Development Centre, Bangor University** We are extremely fortunate to have the expertise offered by the Dementia Services Development Centre. The Centre is internationally renowned for its research and work in developing and evaluating creative psycho-social interventions for people with dementia and their carers, and

	its studies on individuals' well-being and resilience later in life. They are leading the way by bringing together people who are living with dementia, their carers, professionals and researchers locally, with the aim of sharing information and inspiration to create more knowledgeable and inclusive communities to improve dementia care and support in north Wales. The Local Authority work with the Centre on a number of projects including the design of Cartref Bryn Blodau, the development of 'Dementia Friendly communities' and the television programme 'Hen Blant Bach'. There is also work in the pipeline to develop a method to measure the impact of the DementiaGo Scheme.
What impact has this had on the residents' quality of life and care? (850 words)	**'Call back' sessions following Training** Following level 2 and 3 dementia qualification training, a call back day is held to measure its success and effect on residents. One of the questions posed to the attendees is 'what effect does the training have on the lives of residents in your home?' Although the responses are not recorded, this exercise is valuable as it provides an illustration of the changes that are happening in the county's care homes - supported and driven by specialist dementia training. **Dementia Specialist Training** Staff and managers of the Local Authority's care homes attended specialist training run by David Sheard, entitled 'Dementia Care Matters'. Following this training, managers reported that since the training, they were better placed to resolve issues of concern in relation to enabling people to live full lives. The training not only introduced them to new methods of supporting staff, but also improved their factual knowledge about the range of the condition and the obvious advantages of person-centred strategies to support individuals who display behaviours that cause concern. Staff also noted, following the training, that they felt that they had learned key skills in relation to person-centred tools to support individuals effectively. The training has specifically improved specialist skills for responding to behaviours that cause concern.

	Plas Maesincla Care Home Following the training mentioned above, steps were taken to implement the principles at Plas Maesincla. A video about Plas Maesincla shows how they have transformed provision to ensure that the residents, who are living with dementia, are at the centre of everything that happens and that the home's staff understand the residents' physical and emotional needs. *<https://vimeo.com/102033703>* **Bryn Seiont Newydd Care Home** This care home specialises in dementia care for up to 71 residents, and is located in Caernarfon. All the workforce is trained to a high level through their carers education centre. The centre has won awards and the home can care for people with complex mental health conditions and challenging behaviour. Similarly to the County's other care homes, they develop plans that focus on the individual in order to enable people to live according to their wishes. An existing and innovative scheme is also underway with the development new purpose-built units for couples to remain living together for as long as possible. **DementiaGo** At The Bay Care Home in Tywyn, staff have received specialist DementiaGo training. They have dementia champions, and the home offers afternoon tea for families who have been affected by dementia. The staff also take residents to weekly DementiaGo sessions at the local Leisure Centre. A husband and wife from Trefor have been attending the DementiaGo class at Dwyfor Leisure Centre in Pwllheli since March this year. The husband suffers from dementia and Parkinson's disease, and his wife is his carer. Both say that the exercise sessions are beneficial and raise their spirits. The husband's assessments show an improvement in his mobility that helps with his daily life and reduces the risk of falling.
If further actions are	**Development of Llys Cadfan and other Care Homes**

needed to be compliant, please note what these will be and provide a timeline for compliance. (500 words)	See the relevant parts in relation to the development of Llys Cadfan in the response to Requirement for Action 2.2. It is also intended to introduce similar developments to those being undertaken at Llys Cadfan in the Local Authority's other homes. **Service Level Agreements** Since April 2017, there is a new agreement in place between the Local Authority / Health Board and all private care homes. There was a clear expectation as part of this agreement, developed on a regional basis throughout north Wales, that basic dementia training should be mandatory for all staff. Given the percentage of staff that have received basic and specialist dementia training in the county's private homes, it is essential to increase this percentage as soon as possible, and support should be offered as necessary. Further attention will be given to the development of the Safeguarding and Quality Unit in the response to Requirements for Action 6.2 and 6.7, but it is assumed that this is also an appropriate response to the concern about the training percentages, i.e. the new Safeguarding and Quality Assurance Unit will be responsible for all the quality assurance elements, customer care monitoring etc. **Extending the DementiaGo Scheme** A recent decision has been taken to extend the provision, by training and mentoring the care home workforce to hold sessions within the care homes. It is intended to train the workforce within 11 Care Homes by the end of 2017/18. The scheme will ensure that residents have the opportunity to be as active as possible to reduce the risk of falling, reduce depression and increase the quality of life. Hand in hand with the expansion of this scheme, as mentioned, there have been initial discussions on the need to demonstrate and measure the impact of the scheme. This will be crucial in order to justify continuous financial support from the Council and the Health Board in future.

Outcome Older people are supported to retain their existing friendships and have meaningful social contact, both within and outside the care home. Care homes are more open to interactions with the wider community. Older people are able to continue to practice their faith and maintain important cultural links and practices.	
Action Required (Requirement for Action 3.3): Active steps should be taken to encourage the use of befriending schemes within care homes, including intergenerational projects, and support residents to retain existing friendships. This must include ensuring continued access to faith based support and to specific cultural communities. The Commissioner's expectation is that this will include reference to actions that the Local Authority has taken as commissioners of care to ensure that older people are supported to retain their existing friendships and have meaningful social contact, both within and outside the care home.	
To what extent do you comply with this Requirement for Action? (300 words)	Despite efforts to comply with this required step, the financial climate and the vulnerable nature of the care market makes compliance with the Requirement for Action as comprehensive as one would wish (e.g. shortcomings in terms of resources and staffing levels so that staff can be released to take residents out of the care home so that they keep in contact with friends), quite challenging. The Local Authority is fully committed to ensuring that its citizens receive the care and support they require to maintain their emotional and mental welfare. As an Authority, we have a firm vision that each of us has a responsibility for ensuring this, and to this end, our strategic project, Her Gofal (Care Challenge), ensures that the people of Gwynedd truly understand the challenge which faces us to motivate and support communities to contribute by taking action in the community. We are working with communities to identify their strengths and the aspects that need to be developed, with the intention of creating interest in community action in order to respond to the care challenge and to the well-being issues of our communities. We are working in a way that seeks to ensure that the people of Gwynedd understand the field, which means that we will contribute and naturally support the most vulnerable in our communities, including those who choose to live in our care homes.

	In addition, the "Ffordd Gwynedd" principles ensure that the people of Gwynedd are at the centre of everything we do. Care plans within care homes are person centred and therefore the focus is on a holistic method - not only in respect of the residents' current care needs but also on their history, interests and contacts. A number of the homes have a close relationship with community organisations such as schools, chapels and churches and our homes welcome any contact with families, relatives and friends. Over recent weeks, a variety of Welsh cultural activities have been held, including a St David's Day Lunch that is open to residents and their families or friends, as well as opportunities to watch rugby matches etc. We seek to ensure that the provision reflects the culture of our residents and offers services in their language of choice. We believe that the Local Authority's language policy sets a solid foundation for our bilingual workforce to be able to respond to individuals' care needs from a language perspective. The 'More than Just Words' strategic framework also places an emphasis on ensuring that individuals receive a service in their first language without having to ask for it. The new service level agreement that will be in place in April will set firm expectations for the provider and the commissioner in order to achieve this active offer, and we, as a Local Authority, will ensure support for care homes across the County. The majority of the County's care homes have a wireless connection at the site and there are examples of residents using personal devices such as an 'Ipad' or 'Kindle' in order to socialise with their families and friends across the globe.
On what evidence has this assessment been made? (850 words)	**Level 2 and 3 dementia training and assessment** This training focuses on the individual and highlights the value of placing the person at the centre when developing a joint care plan. It triggers an understanding of what is meant by equality, diversity and inclusion in dementia care, as well as an understanding of the importance of the diversity of individuals with dementia and an understanding of the importance of inclusion. If an individual wishes to go out to socialise with others in the community, the service does its best to ensure that this happens. In addition, QCF qualifications are in place that look at values and the person centred way of working in

terms of supporting individuals to socialise in the home or in the community.

Age-friendly communities

A good example of intergenerational activities can be seen in Tudweiliog, where children from the primary school help to prepare meals for the older residents in the area. It is an interesting social event for the older people, as it gives them an opportunity to get to know the children and follow their development. Similarly, the children have the opportunity to learn much about the history of their area. In this example, the emphasis has been on older people who live in their own homes, but the principle of it is something that we as a Local Authority are attempting to promote across the County.

The 'Hen Blant Bach' television programme

The aim was to bring two generations together as the children of Plant Parciau nursery visited Plas Maesincla for a week to mix and socialise with the residents. The purpose of the experiment was to discover how the two generations would respond to each other whilst participating in various activities. This was a new and different experience for both generations, and of course a new challenge for staff**.** The idea originated from the United States where older people's homes are co-located with care establishments of young children so that they have the opportunity to jointly receive care and take part in activities. The experiment was a huge success and this was reflected in the television programme broadcast on 28 December 2016. They made cakes and crafts, sang and played together, and as one of the residents was a former member, Llanrug Silver Band joined in with the fun. In the midst of the fun and games, it became apparent that this had huge potential in terms of preventing loneliness among our elderly.

Preventing loneliness through the arts

Gwynedd Council Community Arts Unit offers a range of artistic activities across Gwynedd, with some specifically targeted for older people in our homes. Among the projects that are currently in progress are 'Cyfrinachau'r Môr', where the elderly have the opportunity to create creative work inspired by their memories and experiences of the sea, and 'Cyfeiriadau Newydd', by the Dwyfor Community Art Therapy Group, which uses art therapy as a form of psychotherapy, provided in partnership with the Betsi Cadwaladr Health Board.

The Unit has also commissioned the William Mathias Music Centre to run a new arts scheme to work with older people. Emphasis is placed on bridging the generations as many older people miss the company of children and young people. As a part of the scheme, weekly music sessions are held so that older people can come together to sing familiar songs. At the same time, children from Ysgol Gynradd Gellilydan and Ysgol Bro Tryweryn learn the same songs so that the children and older people can come together to sing.

Extension of the Music in Hospitals Programme
A magical Christmas Concert was held for residents and friends of the Bryn Seiont dementia care centre in Caernarfon. Dr Rhiannon Mathias was one of the performers who performed a selection of popular carols and seasonal traditional Welsh songs during the concert.

Paying tribute at the Red Poppy exhibition
Some months ago, Caernarfon Castle was awash with colour as the Red Poppy exhibition visited the town. Thousands of people flocked to Caernarfon during this period, eager to visit this special exhibition. Amongst those who visited the poppies were the residents of many of the County's care homes, including some individuals who served during the Second World War.

The Perthyn Project
The area's children have been working with the residents of residential care homes for the elderly and a textiles artist on a project celebrating the links between Caernarfon and Patagonia. The dream of establishing Y Wladfa Gymreig (the Welsh settlement) in South America began in Caernarfon when the idea was first discussed in Capel Engedi, New Street, in 1856. The artist, Cefyn Burgess, who has designed fabrics for global fashion houses, is working with the pupils at Ysgol yr Hendre, Trelew, Patagonia, to produce a 'tapestry' that illustrates life on the Camwy river and he is now extending the project to include pupils from Ysgol yr Hendre, Caernarfon, which is twinned with Ysgol Trefelin in Patagonia. The residents of Bryn Seiont Newydd care home, Caernarfon, have also joined in with the Perthyn project to share their memories.

The DementiaGo Scheme

As previously noted in part 3.2 of this response, the innovative DementiaGo programme offers intervention in the form of physical activity for people living with dementia and their carers. The programme, which is being offered within communities and residential homes, gives them the opportunity to socialise with other people in the same situation, whilst placing emphasis on keeping fit.

The 'Speak Up' Project

The new 'Speak Up' project commenced in November 2016, and it is being funded for three years by Comic Relief. The scheme includes 10-week activity courses provided at care homes by trained volunteers. The aim of the scheme is to:

- reduce the need for formal support, and improve the welfare of residents in care homes.
- increase communication between residents and staff by improving confidence and allowing staff to have meaningful conversations with the individuals about their interests and values, and what matters to them in their lives.

Advocacy

At present, our advocacy service goes out to tender. As a part of this, we commissioned a consultation with residents, which includes older people in care homes, in order to ensure that the voices of older people are heard as part of the process.

National Questionnaire 2016/17 - clients' views

It is believed that the responses to the questions below are appropriate to begin measuring the impact of our efforts. The responses clearly show that a considerable amount of additional work needs to be done, specifically to improve residents' sense of being a part of their community.

	Don't know	No	Sometimes	Yes
I feel that I'm part of my community	11.54%	7.69%	28.85%	51.92%
I am happy with the support from my family, friends and my neighbours	0.00%	5.77%	5.77%	88.46%

What impact has this had

Creative Opportunities

on the residents' quality of life and care? (850 words)	A range of creative opportunities have been offered to the residents of our homes over the past year. Specifically, in relation to dementia, participating in arts activities can offer an opportunity for people to relax, enjoy and put their minds at rest. Art also allows people to express feelings which can influence healing. Note that the creative part of the brain, in cases of vascular dementia and Alzheimer's disease (the most common form of degenerative brain disease), may avoid harm for years. One patient was very sad as she was no longer able to sign her name and so had to transfer power of attorney to her sister. The patient also felt that she had lost the ability to record. They experimented with wrapping lots of tissue paper around pastels in order to improve her grip and the individual managed to draw a lovely picture of leaves and flowers. She said in astonishment, 'I have felt so sad as I was no longer able to write and I was about to give up, but doing this today has made me realise that I can continue to record the lovely things in the world'. The Community Arts Unit asked about the residents' level of satisfaction with the content and artistic quality of the project. 5 of the 6 individuals reported that they were exceptionally satisfied. **Faith based support** Care homes across the County encourage weekly contact with Faith leaders and in a few homes, the residents attend a coffee morning at the local church. The Bay home in Tywyn also prepares Communion services as required. **Local visits** At Plas Pengwaith Care Home, Llanberis, all of the residents have a bus pass and they use public transport (with the support of a carer), to go shopping in Bangor and to visit their families and friends in nearby villages. Another example of this can be seen at Bryn Blodau Home, where some of the home's residents take themselves to the nearest town to socialise. **The 'Hen Blant Bach' television programme** The Local Authority's Strategic Plan includes various well-being goals including a resilient Gwynedd, a Gwynedd of cohesive communities and a healthier Gwynedd. The 'Hen Blant Bach' television programme has certainly contributed to these goals

	in the context of an ageing population and the intention to attempt to ensure that people are considered as assets throughout their lives. In terms of our children and young people, we see this as an excellent opportunity for them to learn and develop their skills by being in the company of older people who have a wealth of life experiences, as well as a potential opportunity for young people to see a potential career in the care field. Here is a quote from one care worker: *"One lady didn't have any children, she had no confidence in anything child-related. She stood back - she didn't know how to cope or what to say to the children. But by the end of the week she was making hats with them, they were sitting on her lap. It was great. She opened up and came into her own. It was excellent - I don't want this to stop."* http://www.welshnewsextra.com/pioneering-project-bridges-the-generation-gap- http://www.welshnewsextra.com/flagship-dementia-care-centre-hailed-as-natura **The 'Speak Up' Project** Qualified volunteers have been holding weekly activities at Bodawen Home, Porthmadog, over a ten week period. The main focus of the sessions was to promote discussion topics between the staff and residents of the residential home, as well as holding practical activities such as plant growing. It was reported that the scheme had undoubtedly created vitality in the home and the experiences are still being discussed by the staff and residents. Plas Gwyn home, Cricieth, will also commence these sessions soon.
If further actions are needed to be compliant, please evidence what these will be and provide a	**Ageing Well Plan** The Ageing Well Plan launched in 2017 outlines how the Local Authority considers the needs of older people when providing services for the County's residents. The plan also considers how local progress can be made in the following fields: • Creating Age-friendly Communities

timeline for compliance. (500 words)

- Dementia Supportive Communities
- Falls prevention
- Loneliness prevention
- Opportunities for learning and employment

The responsibilities and expectations associated with the scheme are broad and incorporate a number of corporate well-being elements. See part of the Action Plan below:

Goal	Action	Responsible Officer / Group	Timetable
Promotion of Loneliness prevention schemes	Evaluating the Meirionnydd William Mathias Music Centre Scheme	Museums and Arts Manager and Well-being Manager	April 2017
Build on the 'Hen Blant Bach' pilot held at Maesincla Day Centre	Hold an open meeting for interested parties to extend the Scheme	Maesincla Day Centre Manager and Well-being Manager	By March 2017
Ensure that information regarding accommodation options is available for older people	Update the information pamphlet	Housing Partnership	September 2017
Better use of houses adapted for the elderly	Complete a register of adapted properties so that better matches can be made	Housing Options Team	Ongoing
Increase the number of new houses that are suitable for older people	Draw up a conditional Guidance based on firm evidence regarding the demand for accommodation for older people	Planning Department jointly with the Adults and Housing department	September 2017
Make public footpaths more accessible for older people	Increase the number gates instead of stiles	Planning and the Environment Service	Ongoing
Disseminate the message about the risks of scams	Information Sharing between trading standards staff and social care staff	Public Protection Manager and Well-being Manager	By September 2017
Improve opportunities for older people to volunteer, receive training and gain employment	Ensure that older people take full advantage of the OPUS scheme through extensive marketing	OPUS Strategic Manager	January 2017 onwards
Increase the number of DementiaGo schemes across the county	Research the funding possibilities	Senior Manager - Healthy Communities	September 2017
Raise awareness of Dementia among Gwynedd Council staff	Develop the corporate training programme in this field	Operational Development Officer and Well-being Manager	March 2018

Empower more older people in falls prevention	Extend the number of classes to Meirionnydd	Exercise Referral Scheme Coordinator	During 2017
Leisure Centre Staff being proactive in assisting older people to remain in these.	Arrange training for leisure centre staff to adapt exercises to maximise the physical independence of older people.	Exercise Referral Scheme Coordinator	2017-18

The full document is available through the following link:
Cynllun Heneiddio'n Dda Gwynedd Cym terfynol.pdf

Co-production
Greater emphasis is placed nowadays on co-production, where the residents who require support play a full part in the development of their care. Developing various ways of co-production is certainly a key priority for the future. The Local Authority has a key role to play in terms of encouraging effective collaboration between various organisations and sectors, in order to achieve a common goal.

Again, the Safeguarding and Quality Unit will have a key role to play in ensuring full compliance and the need to implement this as they develop their monitoring and quality measuring arrangements for the future (Details regarding the new Unit can be seen in the response to 6.2 and 6.7).

The good work noted in this response needs to continue, but it is also apparent that greater focus needs to be placed on residents in care homes - bearing in mind the difficulties caused by lack of resources and general staffing levels in the field.

Outcome
Commissioners, providers and inspectors have a thorough understanding of the day to day quality of life of older people living in care homes.
Older people's views about their care and quality of life are captured and shared on a regular basis and used to drive continuous improvement.

Action Required (Requirement for Action 6.2 & 6.7):
Care home providers, commissioners and CSSIW should develop informal and systematic ways in which to ensure they better understand the quality of life of older people through listening to them directly (outside of formal complaints) and ensuring the issues they raise are acted upon.

Annual reporting should be undertaken of how on-going feedback from older people has been used to drive continuous improvement.

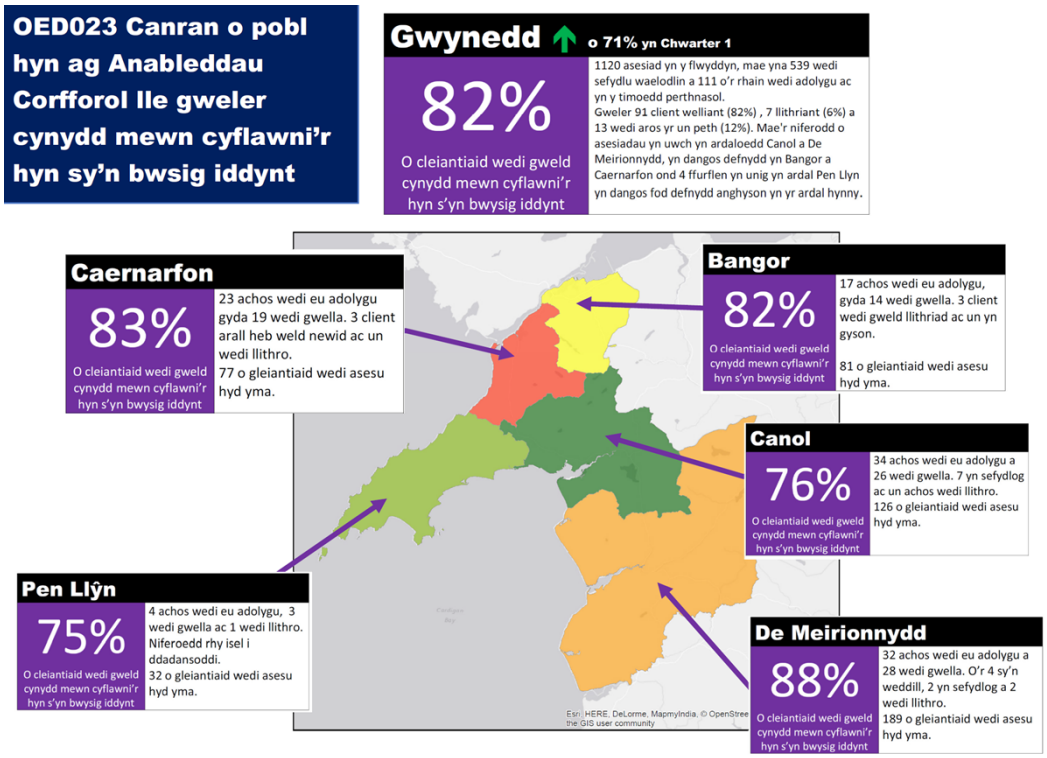
To what extent do	The Local Authority is partly compliant with the required steps in question. It is believed that innovative systematic arrangements

you comply with this Requirement for Action? (300 words)	are being developed, e.g. the new Ffordd Gwynedd arrangements for consistently measuring the numbers of people who achieve what matters to them. Also, robust arrangements are in place in terms of the authority's responsibilities as a provider to make Section 27 visits. Although these methods offer informal ways of listening to individuals and better understanding what contributes to older people's quality of life, it is believed that there is still room to improve this aspect further - specifically in terms of ensuring consistency in various methods and good practice in care homes. As well as the annual report of the Director of Social Services, arrangements are in place to submit an annual Quality Statement to the Cabinet, and this was done for the first time in December 2015. Also, there are exciting developments in progress in terms of establishing a Safeguarding and Quality Assurance Unit within the Adults, Health and Well-being Department. This development has meant that there has been considerable focus on the establishment of the unit in question in recent times, however, from now on, this unit will be responsible for coordinating and producing the annual Quality Statement.
On what evidence has this assessment been made? (850 words)	**Annual Quality Statement** In December 2015, an Annual Quality Statement was submitted to the Cabinet. The decision below was approved. The Cabinet is asked to accept the 'Annual Quality Statement' for 2014/15, and agrees to receive the 'Annual Quality Statement' as a standing annual item for the Cabinet in the future. The Annual Quality Report submitted provides an overview of the information being gathered through formal methods such as monitoring, but was weak in terms of the more informal elements and efforts made to convey the voice of residents. It is intended for this to be improved in future reports and hopefully the establishment of the Safeguarding and Quality Assurance Unit will enable us to strengthen this aspect, and promote a strategic overview of the field. **Safeguarding and Quality Assurance Unit** During the spring of 2016, a decision was made to establish a Safeguarding and Quality Assurance Unit in order to ensure

	expertise and full understanding of all matters relating to adults safeguarding and quality assurance - in order to be proactive and respond appropriately and effectively to the concerns arising. In addition to the general increase in cases relating to safeguarding matters of late, obvious lessons have been highlighted over the past two years, such as the escalating concerns process that led to the closure of Plas y Bryn Home (further information noted in the 'good practice' section at the end of the document). **Ffordd Gwynedd** The Ffordd Gwynedd principles mean that the individual is listened to and that the 'Valuable Steps' are worked through (page 34). As commissioners, this provides a systematic and consistent procedure for understanding and improve older people's quality of life. The care coordinator listens to the individual and seeks to understand what matters to them in life. Also, an attempt is made to understand whether or not they feel that they are currently achieving this by scoring the goal from 1 to 10 if relevant. This offers a baseline for next time, and the measure *OED023: Percentage of Older People and People with Physical Disabilities where an increase is seen in achieving what matters to them* then measures the progress. The list below gives a taster of the type of things that have been noted as the things that matter to individuals: • Ensure that my personal needs are met sensitively and with dignity. • Ensure that I am able to call for assistance should a crisis situation arise. • Give me assurance and solace when I suffer nightmares; maintaining my weight; maintaining my level of personal hygiene. • Being able to access local facilities, services and activities in my own community. • Being able to meet new people and enjoy their company. • Continuing with social connections. • Being able to see my husband regularly. • Being able to use the stairs safely. • Being able to attend Chapel every Sunday morning.

	The goals agreed upon in order to achieve what matters to residents, of course, goes beyond the statutory or traditional duties offered by the Local Authority. It goes to the root of what truly matters to individuals and often leads to general well-being goals that can impact all aspects of life. **Section 27 Visits** As a care provider, the Local Authority's Section 27 visits involve regular monitoring arrangements to ensure that all homes satisfy the residents' needs and expectations. The following are regularly inspected: • Review of Care Plans - in order to understand the needs and wishes of the residents • Staff training • Chatting with the residents • Community Participation • Areas of occupation and activity • Events - what plans are in place for the future in order to expand / improve residents' life experiences • Past events • Holding staff interviews - staff knowledge and participation in the residents' lives • The home's ability to satisfy the residents' needs by directly observing the residents going about their lives, including speaking with residents to establish whether or not their personal choices are being met. The residents' care plans are being monitored as part of the visits in an attempt to ensure that their needs and choices have been clearly noted and are being met in full within the home - in time, the plans should, of course, include what matters to individuals as well as the Ffordd Gwynedd principles. If there are concerns regarding a home's ability to meet expectations and standards, this is noted in the Home's Quality Assurance report. Subsequently, the home's manager introduces improvements in response and then awaits another visit in order to ensure full compliance. Another key element to ensure that residents' quality of life receives due attention is the 'direct observation' done as part of the Section 27 visits, i.e. the interaction between residents and the home's staff. In this

	respect, the results are recorded specifically against the following levels: 1. Positive social interaction 2. Positive personal care 3. Neutral Care 4. Safe care / negatively controlling 5. Light abuse / negative restricted The Section 27 visits enable the managers of the homes to have a full picture of the home from the residents' perspective. It enables managers to target their shortcomings and make improvements that benefit the residents. Some homes hold sessions for residents, their families and friends to discuss the service with the manager. This is a different opportunity for them to voice their opinion, share any concerns and make suggestions. In addition, questionnaires are being shared with residents to see whether they are satisfied with the service they receive and whether there is anything they wish to change or ideas they are eager to propose.
What impact has this had on the residents' quality of life and care? (850 words)	**Ffordd Gwynedd** The data below displays the performance of the measure that is integral to Ffordd Gwynedd. This data includes residents who receive home care and care at care homes. Although further work is required to refine and ensure consistency in using this measure, it is anticipated that it will be a very powerful tool in the future so that we can understand why people in specific areas of Gwynedd are unable to achieve what matters to them. Over the coming months, it will be possible to share the information in line with the type of support that the individual receives, e.g. care in the community or care at care homes. It will be possible to present this information per care home and per area, any day of the year. Consideration is also being given to analysing the information in themes so that different trends in care homes or different areas of the County can be identified, e.g. transportation or distance from services can be one theme that prevents people from achieving what matters to them and this could be more of a problem in some homes in rural parts of the County. In the future, very useful information will derive from this measure and will feed into commissioning plans.



Section 27 Visits

The results of the Section 27 visit will be reported monthly by updating the 'Quality Wheel' for each home. The 'Quality Wheel' themes, along with the latest information from questionnaires and the results of the environmental health officer's visit, are used to report on performance regularly. The information is used to improve services, respond pro-actively and is an evidence base in order to make informed decisions.

It should be noted that specific emphasis is placed on the residents' life experiences. For example, when considering the residents' 'dining experience', the following questions are addressed: What foods are offered?, how much choice were the residents given in this respect?, the general environment, food quality, service and music.

We are confident that the managers of the Local Authority's care homes encourage staff to highlight any comments made by residents as they chat with them. We also know that residents are always included in any decorating that happens in the home, e.g. their input regarding what colour the walls should be painted and general decor.

	A number of the homes across the County hold sessions with the residents and families to discuss ways of improving the service provided. One example of this is the comments from residents of The Bay home in Tywyn, which now houses a shop, pub and post office. **National Questionnaire 2016/17 - clients' views** It is believed that the responses to the questions below are appropriate in measuring the impact of our efforts in this field. Despite the relatively low number of responses (52), the percentage below shows that further work is to be done, specifically in terms of people's ability to do what matters to them. Observations have been submitted with this information and we will be considering how we can respond directly to the concerns, if appropriate and possible. We are confident that the Ffordd Gwynedd principles will filter down soon and hopefully we will see a substantial increase in these percentages when the same exercise is carried out again in 2017/18.

	Don't know	No	Sometimes	Yes
I can do what matters to me	3.85%	11.54%	38.46%	46.15%
I live in a home that supports my best interests.	0.00%	1.92%	5.77%	92.31%
I was treated with dignity and respect	2.00%	0.00%	8.00%	90.00%
I have taken an active part in any decisions regarding how my care and support was provided	10.00%	4.00%	14.00%	72.00%

If further actions are needed to be compliant, please evidence what these will be and provide a timeline for compliance. (500 words)	**Development of the Safeguarding and Quality Assurance Unit.** The establishment of the new unit will enable the Local Authority to respond more effectively to new and increasing demands within the adults safeguarding field. A manager has been appointed for the unit, and POVA and DoLS coordinators and a Customer Care officer have been centralised and other key posts will be filled over the coming months. It is anticipated that the unit will be fully established by June 2017. A comprehensive work programme is being developed and has already been noted, it will also include the responsibility of coordinating the Annual Quality Statement and develop it to be as full a report as possible on the voice of older

	people. Discussions have also been held regarding the possibility of expanding the Statement to report beyond care homes alone. It is anticipated that the next Annual Quality Statement will be submitted to Cabinet early in 2017/18. The work programme will be addressing the following fields and will ensure that specific outcomes are set for them: • Raising the profile of adult safeguarding within the Department and more widely within the Council; • Providing consistency in dealing with issues of adults at risk within the Department; • Raising the profile and status of quality assurance in the Department; • The ability to respond to a varied work flow; • Developing skills and core competencies in order to respond to specific work streams e.g.DoLS; • Joint management of duties; • Responding to the strategy objectives and quality assurance standards; • Implementing a thematic work programme; During the coming months, the unit will consider its role in order to monitor quality as a care commissioner and as a provider. The unit will consider how best to measure the quality of care provided at those homes where the service is commissioned as well as how to further develop the arrangements in place surrounding Section 27 visits. Also, there will be an opportunity to share good practice, and consider possibilities for collaborating more closely with key partners such as the Health Board and Care Inspectorate. In April 2017, the new agreement between the Local Authority / Health Board and all Private Care Homes across the County will offer opportunities to this end. At the request of the Regional Commissioning Board in 2015, and partly in response to the Older People's Commissioner's report 'A Place to Call Home', a group was established to review the care homes market. It was agreed, as partners, that it would be advantageous to collaborate on some specific aspects within this field, i.e. monthly reports highlighting changes in capacity across the

	region, increase in any key indicators and updates in terms of homes associated with the 'Escalating Concerns' process. It became apparent that all of our partners were using different methods of assessing quality. On these grounds, it was decided that it would be beneficial to develop a single framework across north Wales that coincides with national well-being outcomes. The new monitoring framework is currently being trialled by the Health Board, Conwy Council and Flintshire Council, and it will tie-in with the expectations of the new agreement that will be in place soon. The tool in question includes standard feedback arrangements for residents, carers, home care staff and other professional officers. The tool's intention is to build on the current information we hold within the system in terms of professional feedback, safeguarding, complaints, care packages, etc. We believe that this regional development ties-in neatly with the work programme of the Safeguarding and Quality Assurance Unit in Gwynedd. The 'Human Rights' Framework of the Care Inspectorate also offers an opportunity to incorporate and collate ways of ensuring that we have robust arrangements to understand older people's quality of life and act on any concerns voiced by individuals.

Sharing good practice and organisational achievements that have made an impactful difference to the quality of life and care of older people in care homes in Wales.

Please use this space to describe any new, different and innovative approaches that the Local Authority has invested in to improve the quality of life and care of older people in care homes in Wales, and the impact that this has achieved for older people. References to good practice may reflect any area relevant to the Commissioner's original Care Home Review.

Free text statement: 1,000 word limit.

1. **FFORDD GWYNEDD**

Older People and Physical Disabilities' social services teams are being restructured in order to enable integrated working with the Health Board and third sector. With the support of the 'Systems Thinking' methodology, they will work to the same principles, purpose and measures that measure that purpose. The new way of working, which ties-in with the principles of the Social Services and Well-being Act, is operational in one part of Gwynedd (Eifionydd Area) at

present, however, a work programme is in place over the coming months in order to develop the new arrangements across the County.

Purpose: "To help me live my life as I want to live it"

Operational Principles:

1. What matters to the individual are at the centre of everything we do.
2. Having a conversation with the individual regarding their story and strengths they wish to build upon; supporting them to make informed decisions.
3. Make decisions with the individual at the right time and in the right place.
4. Interventions based on what matters to the individuals by working in partnership with their personal connections.
5. Retain ownership, bringing in expertise where required.
6. Information focusing on what matters to the individuals, and is readily available to everyone who needs it.
7. Our measures drive our learning and way of working.
8. That we work as one team.
9. Leaders act to remove obstacles, enabling an effective service provision.

The Valuable Steps:

1. Listening to what matters to the citizen
2. Helping the citizen try to resolve issues and discuss options
3. Helping the citizen implement options according to 'what is important'
4. Reviewing whether or not they have achieved what matters to them

Measuring the Purpose:

A new measure has been developed to see whether or not the individual has achieved what matters to them.

OED023: Percentage of Older People and People with Physical Disabilities where an increase is seen in achieving what matters to them

Next steps:

Over the coming months, five new teams will be established across the County and will be responsible for serving the areas noted on the map in section 6.2 and 6.7 of this response.

Understanding of the new way of working is key to all responses in this document as it is at the core of the Local Authority's future vision, and we have already started to see the impact of this culture change filtering down to the care homes.

2. COLLABORATION WITH THE HEALTH BOARD

In order to respond to the evident challenges in the care field, it is essential that we work effectively and in an integrated way with BCUHB. We have redesigned our way of working and our services to ensure that we place the people of Gwynedd at the centre of everything we do. Our collaborative relationship with the Health Board locally is robust and we have established joint principles.

Although we again emphasise the good working relationship that has been established between the Local Authority and the Health Board locally, the nature and governance arrangements of the Health Board as a public body serving six authorities makes it increasingly difficult, at times, to transform services.

3. SAFEGUARDING AND ESCALATING CONCERNS

The 'Escalating Concerns' process led to the closure of Plas y Bryn Nursing Care Home which cared for residents with complex needs. A total of 27 residents had to be transferred to a nearby home that had just opened and others to homes across north Wales. There are obvious lessons to be learnt, considering the entire process and the partners involved. Although the Police investigation continues, this experience has reiterated the decision and the need to establish a bespoke unit to safeguard and ensure quality for the adults of the County. The experience has also led to an exciting piece of work jointly with Denbighshire Council and the Care Inspectorate, to consider the suitability of the current arrangements in respect of Safeguarding. Specifically, at a recent workshop, there was agreement regarding the difference between individual safeguarding cases and organisational safeguarding cases, and interesting and helpful discussions were held regarding how they could be dealt with differently in the future. It should also be noted that regional work is underway to review the Escalating Concerns process, and good practice and the findings from that piece of work will be shared as required.

GWYNEDD COUNCIL CABINET

Report to a meeting of Gwynedd Council Cabinet

Date of Meeting:	**3 July 2018**
Cabinet Member:	**Nia Jeffreys**
Contact Officer:	**Geraint Owen**
Contact Telephone Number:	**32335**
Title of Item:	**Health, Safety and Well-being Annual Report**

1 **THE DECISION SOUGHT**

Approval of the annual report.

2 **THE REASON WHY A DECISION IS NEEDED**

The Council Leader has committed within the Council's Health and Safety Policy that the Cabinet will monitor the Council's health and safety performance. This report strives to give an overview of the general situation as regards health and safety matters within the Council.

3 **INTRODUCTION**

This report is submitted in order to give Cabinet members an overview of current health and safety management across the Council, as well as what the main activity and incidents were over past year. An annual report has been received on the Council's financial position for some years; more recently, a Human Resources annual report has been submitted, but until this year, a summary of the health and safety situation has been restricted to the Consultative Joint Committee and the Health and Safety Panel. Formal reporting on this important field is a significant step forward in the Council's procedures, and a number of work streams have already been identified to develop and build on this important foundation in future. This includes incorporating the Council's corporate Property safety matters within the report, and highlighting the obvious relationship between the ability to defend personal injury financial claims against the Council with health and safety arrangements, as these arrangements form the basis of the Council's defence of each claim.

The purpose of this report is to detail the current situation regarding the management of health, safety and well-being within the Council, whether in

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relation to risks to Council staff, or all Gwynedd's residents. We will outline these matters and the risks to the Council that require assistance in being moved forward at a leadership level.

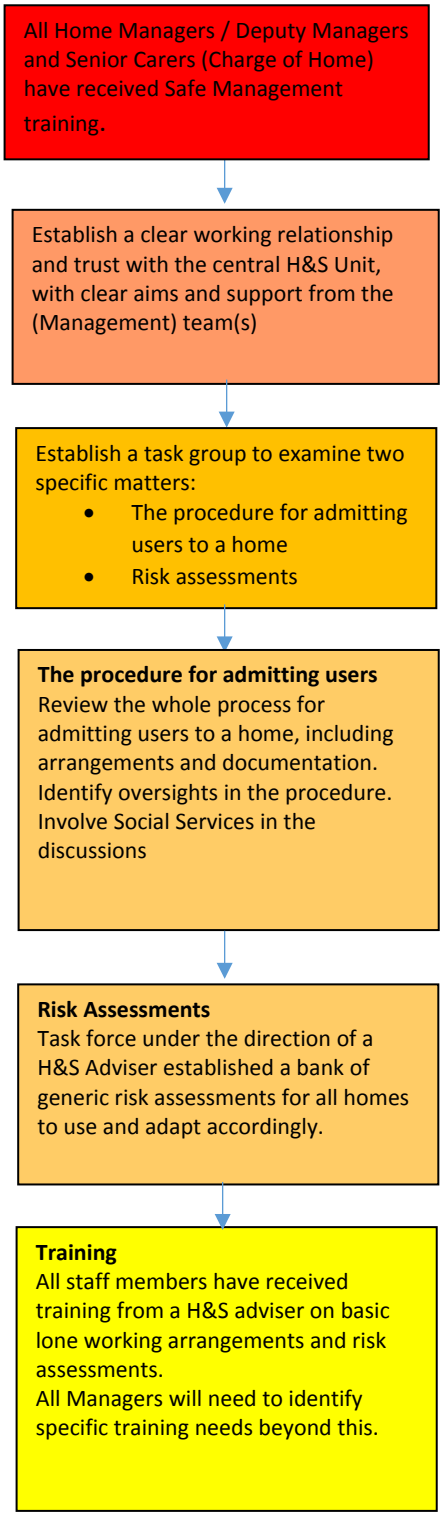
4. PEOPLE PLAN: DEVELOPING MANAGERS AND STAFF

One of the work streams within the Gwynedd Council People Plan 2016-18 is to empower and enable the Council's managers and staff. In relation to health and safety, this means empowering managers to lead and manage risks within the Service, by establishing a more distinct advisory role for the Health, Safety and Well-being Service. This is especially important following the cuts that came into force within the central Unit during 16/17. Fundamentally, this involves developing the Council's business and management models, and adjusting the Health, Safety and Well-being Service's role (and that of a number of other central services) as a business partner, with the clear responsibility for day-to-day risk management and arrangements falling to Managers.

Considerable work has been undertaken over the past two years to prepare the Departments for this change, and it is clearly a substantial change - there is no doubting this. Indeed, it is a project in itself. Over the years, it is fair to note that the work of risk management in the areas where the Council's main risks exist, has been led to a great extent by competent Officers from the Central Unit.

Significant projects have been established to empower Managers as it is inevitable that there will be a reduction in the support available to them in the future. These projects include one in the field of care, relating to risk assessments on service users, and another within the Highways and Municipal Department where 217 staff and managers have been trained in various aspects of health and safety. The following flow chart shows the process that has taken place within the Provider Service (residential) in the form of traffic lights (red, amber, green) to empower the Service's staff to manage risks.

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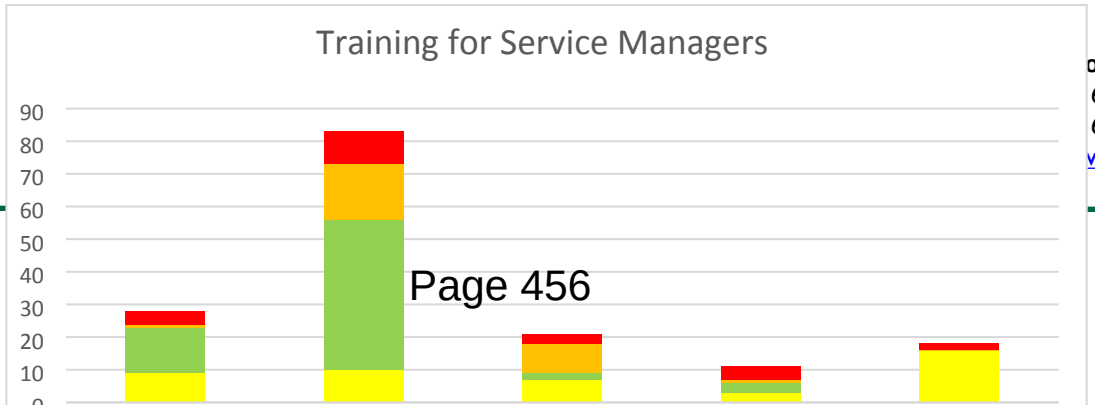
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In order to reach green, it must be demonstrated that the arrangements are sustainable within the service following staff turnover etc. The same project is due to start imminently within the community care service.

Much more work needs to be conducted in this field, and some Departments are more prepared than others in moving forward e.g. some Departments have ensured that all service managers have attended an internal three-day '*Safe Management*' course, which outlines the whole management system that Managers must implement for their Service. There are gaps within other Departments, with Managers who manage significant risks not having attended any training. This is a legal requirement, as having competent managers who understand their responsibilities is the foundation for establishing an effective system within each Service. It cannot be stated with any assurance that there are satisfactory arrangements in place within any specific Service unless this foundation is in place.

Similarly, of course, it is essential that Senior Managers and Heads of Services are clear about their responsibilities, and that in moving forward they hold Managers to account. There is a legal requirement that everyone on each level of the organisation receives training that is relevant and commensurate with the level of their post.

The graph below illustrates the situation in relation to Managers' training in some of the Council's Departments where there were significant risks up to 31/3/18. The number of managers that have attended training has increased substantially during the year, and more have registered to attend over the coming months. In November 2017 the situation regarding health and safety training was reported to the Cabinet within the Portfolio Leader's performance report, and it was noted then that the issue of Managers who manage significant risks failing to attend health and safety training would, in future, be subject to the Council's capability framework.



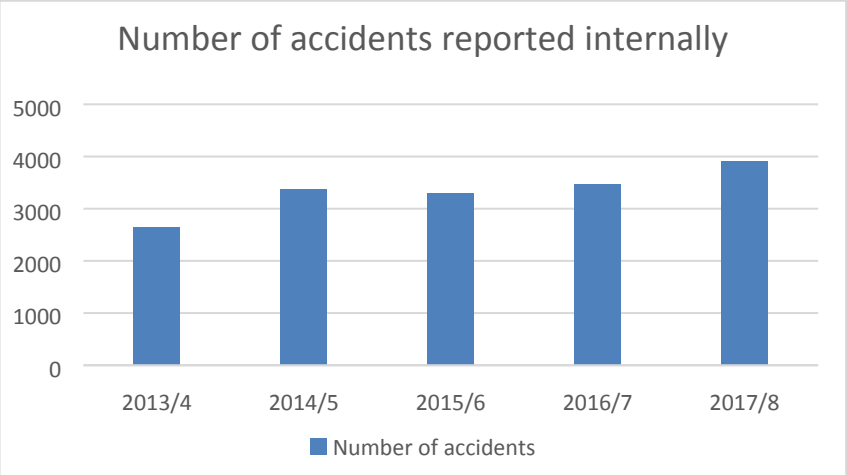
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Further to the above, the Health and Safety Unit has had to consider and prioritise the Unit's work. To this end, the work streams noted below are areas in which the Unit cannot deliver in moving forwards. Alternative arrangements have been implemented for some work streams and prioritisation is taking place in relation to some other streams. However, some streams need consideration by the Departments as they are statutory aspects, and an external resource will need to be considered in future.

The streams are:

- Coordination of First Aiders and fire marshalls in the Council's main offices - this responsibility has now been transferred to the Site Managers.
- Manual handling training: one internal trainer remains, and work in the field of care will be prioritised. It is possible that an external company will be used for some of the manual handling of objects training.
- 'Schoolwatch' meetings – the Council will no longer coordinate these meetings.
- Personal Safety Training (for lone workers). The Learning and Development Unit is in the process of finding an external trainer to provide this training in future.
- Advice on including risk assessments for manual handling of weights. There is no expert in this area to advise managers on the health issues of heavy lifting as the post of Back Care Adviser has been removed from the structure.

5. THE NUMBER OF ACCIDENTS



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The number of incidents that need to be reported to the HSE has remained fairly consistent over the past three years, but there has been an increase in incidents and accidents reported internally on the accident/incident forms. Undoubtedly one of the major factors behind this increase is the increased awareness of the need to report, especially in relation to near misses where an incident was avoided, but where something serious could have happened.

6. HSE

HSE is the Health and Safety Executive, which is the authority that is responsible for the enforcement of health and safety in public organisations.

From the incidents reported to HSE, three cases were followed up. Any HSE intervention incurs a cost where there has been a material breach in compliance with health and safety legislation i.e. failure to comply with statutory requirements. This cost is currently £129 per hour, which is payable for the whole time in which an inspector spends investigating a case. Where no breach is found, there is no cost.

a) A case where a resident receiving emergency care in one of the Council's residential homes fell, and died as a result of the fall. During the subsequent investigation, improvements in relation to general management, risk assessment processes and training were identified as being necessary, and HSE served an Improvement Notice. A fee of £2824.56 was incurred for the HSE's time in this case and the Notice has since been complied with.

b) A case where an employee within the Highways and Municipal Department had developed tendonitis due to the repetitive nature of his work. Health conditions caused by work are currently under close examination by HSE, and reporting on any health condition that is work-related is highly likely to be followed up. In this case, an HSE inspector came to examine the matter, and although the quality of the risk assessment did not satisfy her, she was happy with the quality of the detailed training that the staff had received. This was mainly due to the comprehensive training that had been provided to the individual on the risks involved with his work and how to safely undertake the work. This was internal training provided by the Back Care Adviser that had spent considerable time researching the nature of the work and preparing good practice guidelines for the cohort of staff who carry out this type of work. (*It should be noted that this type of work will not happen in future as the post of Back Care Adviser has been removed from the Department's structure).*

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c) A case of hand arm vibration syndrome (HAVS). The Council's Physician diagnosed a member of staff in the Country Parks Service with hand arm vibration syndrome. This was reported under the RIDDOR arrangements and was followed up by HSE. The investigation concluded that the Service had not conducted an appropriate or sufficient risk assessment of vibration work prior to the diagnosis, and that it was likely that the individual had been exposed to a level of vibration that was higher than the legal maximum. On this basis, a material breach was found and a fee of £1780 was incurred. Although the inspector acknowledged that further steps had been taken to implement arrangements, some of further recommendations have been made.

There were no enforcement steps by the Fire and Rescue Service in relation to fire matters.

7. INSURANCE

Over recent years, insurers in general have taken more interest in health and safety matters, and insist on robust health and safety arrangements being in place, and attainment of specific standards before offering cover. This year the Council's insurers held inspections in a number of schools, and restrictions were placed on insurance cover in relation to fire damage. This is due to deficiencies relating to bin storage in schools (unsecured bins and concerns that bins could be set on fire, and spread to the school building).

8. AUDITS

The Health and Safety Unit have a cycle of audits that check the health and safety arrangements in each of the Council's Services and Sites in turn. It should be noted that these are audits to check the basic arrangements i.e. to check that key staff have received appropriate training and that there are risk assessments in place, the inspections do not check in detail whether each assessment is appropriate and sufficient. During 2017/18, the programme has focussed on schools in the Arfon area and the Adults Service. 55 audits were held this year, and of those, a improvement were found to be necessary in 28 sites / Services. Some of those improvements have already been implemented.

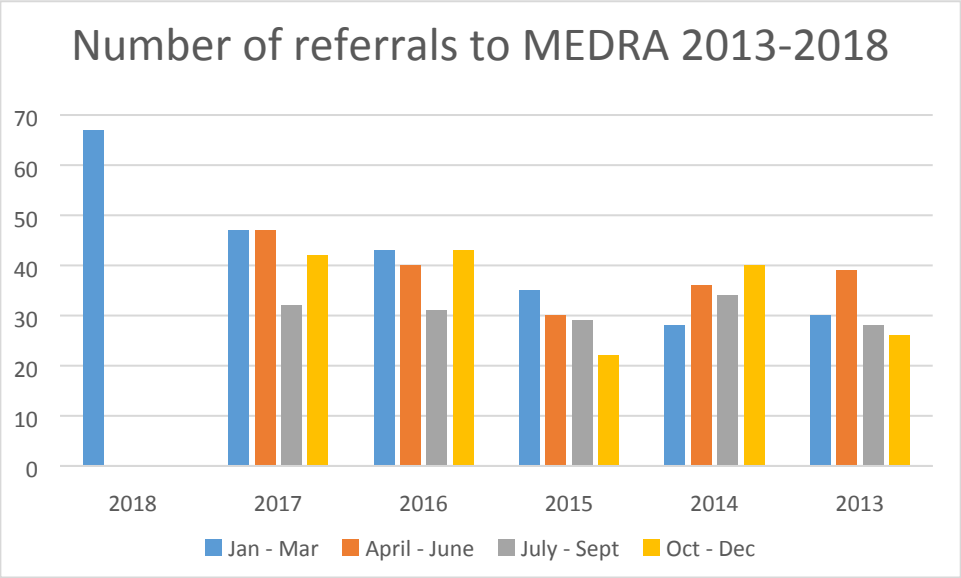
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The Council has held the Gold award for the standard of corporate health for a number of years. During 17/18, assessors from the Assembly conducted a full re-assessment, and scrutinised all elements of the support available to staff in the field of health. The gold award was awarded again for a three year period. As usual, a report has been received confirming the award, and include some suggestions on how to further develop the arrangements.

11. STRESS AND MENTAL WELL-BEING PROJECT OFFICER

One very positive development in relation to health and well-being is the post of Stress and Mental Well-being Project Officer created for a one-year period within the Health, Safety and Well-being Service, to review all the Council's arrangements in this area. This development was warmly welcomed by the assessors of the Health Standard. The officer has been researching best practice nationally, and will submit a report in June, making recommendations on any additional steps that the Council could take in this area. It is timely that the annual figures on staff use of the new Medra Counselling Service have been published, and that the latest quarter showed a very substantial increase in the number of staff using the Service (see overleaf).



CONCLUSIONS

Substantial work has been undertaken during the year to develop the Council's management model and empower Managers to manage health and safety matters within their Services. The work of changing the culture has been very slow, and

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has been a much bigger project than first anticipated. However, there has been substantial change within some Services, and the work is now gathering momentum.

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FORWARD WORK PROGRAMME

GWYNEDD COUNCIL CABINET

Date of discussion at the Cabinet	Items to be discussed	Cabinet Member
Quarter 2 2018/19 - **1 July – 30 September**		
31 July	Reorganising Bangor schools - the outcome of the Ysgol y Faenol consultation	Cllr Gareth Thomas
	Seek permission to consult on changing the age range of Ysgol Dyffryn Ardudwy	Cllr Gareth Thomas
	Seek permission to consult on changing the age range of Ysgol Llanbedr	Cllr Gareth Thomas
	Annual Equality Report	Cllr Nia Jeffreys
	Review of the Public Protection Unit's Level of Resources	Cllr Dafydd Meurig
	Annual Employment Report	Cllr Nia Jeffreys
11 September	Environment Department Performance Report	Cllr Dafydd Meurig
	Highways and Municipal Department Performance Report	Cllr Gareth Griffith
18 September	Language Strategy	Cllr Nia Jeffreys
	Corporate Support Performance Report	Cllr Nia Jeffreys
	Economy Development Performance Report	Cllr Ioan Thomas
	Finance Department Performance Report	Cllr Peredur Jenkins

Date of discussion at the Cabinet	Items to be discussed	Cabinet Member
25 September	Adults, Health and Well-being Department Performance Report	Cllr W Gareth Roberts
	Children and Supporting Families Performance Report	Cllr Dilwyn Morgan
Quarter 3 2018/19 - **1 October – 31 December**		
October 16	Education Department Performance Report	Cllr Gareth Thomas
	Housing, Culture & Leisure Performance Report	Cllr Craig ab Iago
	Recommissioning Care Home Provision	Cllr W Gareth Roberts
	Revenue Budget 2018/19 - 5 month review	Cllr Peredur Jenkins
	Capital Budget 2018/19 - 5 month review	Cllr Peredur Jenkins
27 November	Seek permission to release a statutory notice following a consultation on changing the age range of Ysgol Dyffryn Ardudwy	Cllr Gareth Thomas
	Seek permission to release a statutory notice following a consultation on changing the age range of Ysgol Llanbedr	Cllr Gareth Thomas
Quarter 3 2017-18 - **1 October – 31 December** **Date to be determined**		
	Access Policy	Cllr Nia Jeffreys