

Complete Agenda

CABINET

CYNGOR GWYNEDD

DATE	Tuesday, 11th February, 2025
TIME	1.00 pm
LOCATION	Hybrid Meeting - Siambr Hywel Dda, Council Offices, Caernarfon, LL55 1SH and on Zoom This Meeting will be webcast https://gwynedd.public-i.tv/core/portal/home
CONTACT POINT	Sioned Mai Jones 01286 679665 / cabinet@gwynedd.llyw.cymru

GWYNEDD COUNCIL CABINET MEMBERS

Members	
Nia Wyn Jeffreys	Council Leader
Menna Trenholme	Deputy Leader and Cabinet Member for Children and Supporting Families
Dilwyn Morgan	Cabinet Member for Adults, Health and Wellbeing
Paul John Rowlinson	Cabinet Member for Housing and Property
June Jones	Cabinet Member for Highways, Engineering and Ymgynghoriaeth Gwynedd Consultancy
R Medwyn Hughes	Cabinet Member for Economy and Community
Dewi Jones	Cabinet Member for Education
Huw Wyn Jones	Cabinet Member for Finance
Llio Elenid Owen	Cabinet Member for Corporate Services and Legal
Craig ab Iago	Cabinet Member for Environment

AGENDA

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THE CABINET TUESDAY, 21 JANUARY 2025

Present-

Councillors: Nia Jeffreys, Menna Trenholme, Craig ab Iago, R. Medwyn Hughes, Huw Wyn Jones, June Jones, Dewi Jones, Dilwyn Morgan, Llio Elenid Owen and Paul John Rowlinson.

Also present-

Dafydd Gibbard (Chief Executive), Geraint Owen (Corporate Director), Dylan Owen (Statutory Director of Social Services), Iwan Evans (Monitoring Officer), Dewi Morgan (Head of Finance Department) and Vera Jones (taking the minutes).

Item 6: Aled Davies (Head of Adults, Health and Well-being Department) and Sandra Jones-Parry (Eifionydd and North Meirionnydd Area Leader - Adults, Health and Well-being Department).

Item 7-9: Ffion Madog Evans (Assistant Head - Finance Department)

Item 11- Gwern ap Rhisiart (Head of Education Department).
12:

1. APOLOGIES

The Cabinet Members and the Officers were welcomed to the meeting by the Leader of the Council.

Gratitude was expressed to all the Council staff who had been working over the Christmas period to ensure that services were provided to Gwynedd residents.

2. DECLARATION OF PERSONAL INTEREST

There were no declarations of personal 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

The minutes of the meeting held on 17 December 2024 were accepted as a true record.

6. DAY CARE ARRANGEMENTS IN THE BLAENAU FFESTINIOG AND CRICIETH AREAS

The report was submitted by Cllr. Dilwyn Morgan.

DECISION

- **That the Adults, Health and Well-being Department winds-up the use of Y Ganolfan, Blaenau Ffestiniog and Encil y Coed, Cricieth, to provide their services as day care services have not been offered in Y Ganolfan, Blaenau Ffestiniog or at Encil y Coed, Cricieth, since before the Covid period.**
- **Support the Department's proposal to continue to collaborate with community groups and the third sector to support individuals in these areas in their homes and by using and supporting the development of alternative services within the communities.**

DISCUSSION

Members were reminded that the Social Services and Well-being (Wales) Act 2014 had changed the way that people's needs were assessed and the way that services were provided, promoting the need to provide support to residents in the community, without being attached to a building only. It was noted that the two centres were already closed and the recommendation complied with the requirements of the Act.

It was noted that a hub had already been established in Blaenau Ffestiniog by the Dref Werdd Company, with the hub developing continuously. An apology was given that the report needed to be corrected regarding the Porthmadog area, noting that discussions had commenced to establish a hub there in the future instead of the fact that a hub already existed there. In addition, it was noted that a Well-being Coordinator had been appointed who was progressing with the work of establishing different activities to what was provided in the past at Encil y Coed.

It was noted that the Scrutiny Committee had already had input to the change in the provision.

Observations arising from the discussion:

- Assurance was requested that the third sector would be able to continue to support the work in the community and what implications were on other Council services in closing Encil y Coed.
 - In response, it was noted that the strength of the third sector was clear in some areas, that there were gaps in other areas but work was happening under the guidance of the Economy and Community Department to develop the hubs. It was noted that it was not possible to guarantee their success, but the Council would do everything possible to continue with the collaboration.
 - It was also noted that every other service provided from Encil y Coed was aware that the care service provision was on a temporary basis from the location and they were aware of the upcoming change, were planning towards that and unlikely to disrupt other services in the building.
- Assurance was also requested that no individual who required support would fall through the net and that people were aware of the service available.
 - It was noted that many of the enquiries received were enquiring regarding the support available in the community, and that provision for individuals with profound needs was provided for them in their homes.

7. REVENUE BUDGET 2024/25 - END OF NOVEMBER 2024 REVIEW

The report was submitted by Cllr. Huw Wyn Jones.

DECISION

- **Noting that there are projections of £8.3 million of overspend by Council departments, with 83% of it relating to adult and child care, to accept the report on the end of November 2024 review of the revenue budget and support the steps the Chief Executive has introduced to address the significant overspend by the Adults, Health and Well-being Department, the Children and Families Department, the Highways, Engineering and YGC Department and the Environment Department.**
- **Delegate the right to the Head of Adults, Health and Well-being in consultation with the Head of Finance and the relevant Cabinet Members to make a number of necessary budget transfers, without limitation on the value, within services budgets in the Adults, Health and Well-being Department to reflect the current pressures, including in the field of Learning Disability, Older People, Physical Disability and Mental Health.**
- **Approve additional financial support above the £201k contractual payment to Cwmni Byw'n Iach to be funded from the transformation fund, and to delegate the right to the Cabinet Member for Economy in consultation with the Cabinet Member for Finance, Chief Executive and Head of Finance to agree the amount of final financial support above the contractual payment to Cwmni Byw'n Iach at the end of the financial year.**
- **To approve the transfer of £4,409k of underspend on corporate budgets to the Council's Financial Strategy Reserve.**
- **Exclude clause 16.3.1.(C) of the Financial Regulations and not allow departments to carry any underspend into the next financial year.**

DISCUSSION

Submitted - a report detailing the latest review of the Council's revenue budget for 2024/25, and the projections towards the end of the financial year with details from all departments included in Appendix 1 of the report.

It was noted that there were projections of an overspend of £8.3 million from Council departments following the end of November review, with 83% of it in the adults and children care field. In addition, it was noted that current projections suggested that five of the departments would overspend by the end of the year, with substantial overspend for the Adults, Health and Well-being Department, the Children and Families Department, Highways, Engineering and YGC Department and the Environment Department.

The overspend per Department was elaborated upon, noting that the Adults Department was likely to overspend £3.3 million by the end of the year, as a result of a combination of many factors, including an increase in the demand for domiciliary care provision, high staffing costs, sickness levels and high rates of non-contact hours within the internal provision. It was noted that work had already been commissioned by the Chief Executive to look at the department's financial situation with the work being addressed.

It was reported that the Children Department was likely to overspend by £3.7 million, with the situation having worsened since the November report. It was noted that this was mainly as a result of out-of-county placement costs, the complexity of packages and the use of unregistered placements. It was noted that the Chief Executive had commissioned work, to be led by the Statutory Director of Social Services to look at the situation in detail.

The Cabinet was asked for a payment above the agreed payments for Byw'n Iach Company for a sum of £201,000.

It was noted that a situation of £699,000 overspend was anticipated in the Highways, Engineering and YGC Department as a result of a reduction in the work commissioned by external agencies having an impact on the income of the service and there would be a likely overspend of £667,000 from the Environment Department.

The Head of Finance reiterated that the report had been challenged by the Governance and Audit Committee, noting that they had accepted the report, noted the financial situation and the risks, asking the Cabinet to give specific attention to the following:

- the work being commissioned by the Chief Executive, asking for a timetable to achieve the work.
- a clear programme is established to respond to the work regarding the Children Department and for the analysis to be submitted to the committee to be challenged.
- information was requested about how Gwynedd compared with other authorities in terms of overspending.

Observations arising from the discussion:

- The individual Cabinet Members elaborated upon the overspend, noting that attention was given to the overspend and the income deficit in some of the Departments, and that different steps had been taken to improve the situation.
- It was noted that recent storms had impacted the financial situation, because additional service had to be provided in such cases.
- Attention was also drawn to the fact that there was overspend in the departments as a result of historical budget deficit for different fields, noting that the Llechen Lân work in the Care field had already identified an increase of 18% in future spending.
- Substantial concern was noted about the financial picture in Gwynedd and it was enquired what the impact of the system of early warnings was and whether the current projections of overspending or budget deficit were being used to draw up the 2025/26 budgets.
 - In response, it was noted that there were very difficult decisions to make when establishing the 2025/26 budget, and the demand that the services

faced was a much bigger challenge than the steps taken through the 'early warning' system to freeze posts etc.

- It was also noted that the 'overspend' term was technically correct but that it reflected the historical budget deficit which had led to two possible choices namely, to not provide necessary services or respond to requirements with associated costs. The Chief Executive noted that it was not an option to not provide the services, and that there were no cases of underspend left now to help other departments who had been overspending. It was noted that this would lead to very difficult challenges when setting the 2025/26 budget.
- It was reiterated that preventative services such as Byw'n Iach were very important in preventing demand for more profound needs from other services such as Care and the Health Board.
- The Leader noted a specific message to the Welsh Government that Cyngor Gwynedd's funding source was low compared with other authorities, urging them to listen and respond to the current budget deficit, especially when providing services to vulnerable people.

8. 2024/25 CAPITAL PROGRAMME - END OF NOVEMBER 2024 REVIEW

The report was submitted by Cllr. Huw Wyn Jones.

DECISION

- **To accept the report on the end of November review (30 November 2024 position) of the capital programme.**
- **Approve the revision to the Capital Budget approved on 7 March 2024 and revised on 15 October 2024 from the programme's financing perspective (as shown in part 3.2.3 of the report), that is:**
 - **an increase of £166,000 in the use of borrowing**
 - **an increase of £4,112,000 in the use of grants and contributions**
 - **an increase of £420,000 in the use of the revenue**
 - **an increase of £697,000 in the use of renewal and other reserves.**

DISCUSSION

A report was presented about the Council's revised capital programme and the amendments to the relevant funding sources. It was noted that the main conclusions were that firm plans were in place to invest £102.7 million in 2024/25 on capital plans with £51.1 million, or 50% of it funded through specific grants. It was further reported that an additional £19.7 million had been re-profiled from 2024/25 to 2025/26 and 2026/27 and it was highlighted that the Council had managed to attract additional grants since the last review, including £1.626 million from the Levelling Up Fund Grant, £725 million grant from the Welsh Government towards the North Promenade Scheme, Abermaw, amongst others.

Observations arising from the discussion:

- The Chief Executive noted the good news that the Council had managed to attract further grants of £4.1 million since the last meeting, noting that more good news would likely be on its way.

9. SAVINGS OVERVIEW: PROGRESS REPORT ON REALISING SAVINGS SCHEMES

The report was submitted by Cllr. Huw Wyn Jones.

DECISION

- **To accept the information in the report and to note the progress towards realising the savings schemes for 2024/25 and previous years.**
- **To approve the deletion of one savings scheme worth £146,910 relevant to 2025/26 in the waste area in the Environment Department, using the provision set aside in the budget in order to do so.**

DISCUSSION

A report was submitted summarising the Council's savings situation, noting that £5.6 million of savings had to be implemented in 2024/25. It was explained that 98%, namely £33.8 million of the £34.3 million of savings identified from the 2015/16 period until 2024/25, had now been achieved. In addition, it was noted that 67% of the new savings schemes worth £12 million had already been realised, with a further 6% on track to be delivered on time. The risks to realise savings in some field such as the Adults, Health and Well-being Department and the Environment Department were noted.

In addition, the intention to combine three savings schemes in the commercial waste field, remove one nappy collection scheme worth £147,000 and offer £300,000 worth of alternative plans from a £400,000 waste scheme.

To summarise, it was noted that £42 million of savings had been realised, which was 90% of the required £46.6 million over the period. It was anticipated that a further 2% would be realised by the end of the financial year but there was delay and some risks to delivering the remaining plans.

Observations arising from the discussion:

- It was noted that the savings situation was alarming.
- Tribute was paid and gratitude was expressed to all the staff who continue to deliver daily under pressure and have a high workload as a result of cuts that had already been delivered.
- In addition, it was noted that the cuts were the context of setting the 2025/26 budget, remembering that £74 million had been cut from the Council's budgets over the last 14 years, which had led to the situation of overspending or underfunding.

10. RESPONSE TO OFFENDING PLAN

The report was submitted by Cllr. Nia Jeffreys, Council Leader and the Chief Executive.

DECISION

- **Approval and adoption of the Response Plan in Appendix 1.**
- **Call on the Welsh Government to establish a Public Inquiry into all the circumstances surrounding this serious offending.**
- **Commission the Chief Executive to make arrangements to implement the contents of this Response Plan including establishing a specific Programme Board and to regularly report progress to the Cabinet.**
- **Authorise the Chief Executive to establish and organise temporary resources and necessary staffing capacity to realise the contents of this Plan to be funded from reserves.**
- **Note that the Response Plan is a working plan that will need to be reviewed regularly and in that context ask the Education and Economy Scrutiny Committee to scrutinise the Plan as part of their work programme.**
- **Delegate the right to the Chief Executive, in consultation with the Leader, the Cabinet Member for Education and the Cabinet Member for Children, to make minor editorial adjustments as required.**

DISCUSSION

When submitting the report, it was emphasised that the victims were at the heart of this plan and tribute was paid to the victims' bravery and resilience, as well as everyone who had been impacted by the horrific offences committed. There was a quote from the report *"we cannot for a second forget about the most important people in all of this, the girls who should have been safe in their school. The whole purpose of this Response Plan and every step that we take is to do everything possible to ensure that no one suffers in the same way ever again and this should be our main consideration at all times."*

The Leader noted that she had apologised to the victims, and she was determined to turn every stone to establish what had gone wrong. It was noted that the purpose of the plan was to set out all the work that was happening to get to grips with the situation in a live document, with external bodies giving input and guidance, and to put further input as the plan would be developed for the future. It was emphasised that this was a live document and would be adapted as lessons became clear and as the situation became clearer. The six main current objectives were emphasised as noted in the report, outlining the next steps of establishing a Programme Board under the guidance of an independent person to measure the progress and identify any gaps. It was noted that the plan would not turn back the clock or undo what had happened to the victims.

The Chief Executive emphasised the shocking impact on the victims mainly, as well as the school, the wider community and the Council. It was noted that this was a unique situation that was developing daily, with the first step having been established through statutory arrangements from the Child Practice Review by the North Wales Safeguarding Board.

The Plan's six aims and four work streams were elaborated upon. It was emphasised that no stone would be left unturned and the work would be open and transparent.

Observations arising from the discussion:

- It was declared that there was support for the safeguarding monitoring visits in schools and the desire to adapt them to become annual visits.
- The fact that the Scrutiny Committee intended to conduct an investigation as part of the plan was welcomed, as well as the important work by the committee to scrutinise the progress on the plan for the future.
- The detail of the programme was welcomed, as well as the external specialists' input and the fact that it was a live programme. It was emphasised that the Programme Board would be chaired by an independent person.
- There was an enquiry for assurance that support would continue to be given to the victims when attention was given to the plan and as every investigation reported
 - In response, it was noted that support had been given to the victims, with more support to be given in the future. It was noted that there was a need to ensure that this would happen in a sensitive and appropriate manner, under the guidance of the victims.
- Tribute was paid to Ysgol Friars' pupils and staff, and there was a question regarding support to maintain them
 - In response, it was noted that support would be provided to the school's management team and Governors with the need to develop support for all school staff, reminding them that counselling service was available for the pupils. It was noted that consistent support was available from the Authority through the school support board.
- The plan's emphasis to implement and the commitment to implement as information would be received was welcomed.
- The Chief Executive, all the Education Department's staff and all relevant departments were thanked for the work that they were doing associated with the above.

11. TERMINATING THE GWE PARTNERSHIP AGREEMENT

The report was submitted by Cllr. Dewi Jones.

DECISION

- **To terminate the current collaboration agreement and thereby confirm that GwE, including the GwE Joint-Committee, will cease on 31 May 2025.**

DISCUSSION

A report was submitted regarding terminating the partnership between the six authorities in north Wales to provide a school effectiveness and improvement service in north Wales through GwE established in 2013. It was reported that the Welsh Government had noted their intention to move from the regional model of supporting and improving schools with the support to be provided by local authorities. It was confirmed that the support would come to an end on 31 May 2025.

The need to formalise terminating the agreement was noted.

Observations arising from the discussion:

- It was enquired why regional collaboration was coming to an end when this was usually considered as good practice
 - In response, it was noted that the decision had been made by the Minister for Education, as a result of conclusions from detailed review work. It was stated that the collaboration with Anglesey would continue, with Gwynedd's needs being highlighted.
- It was noted that more work would fall on Gwynedd officers and the assurance of managing to recruit successfully in the field was questioned
 - In response, it was noted that a plan for restructuring was in place and arrangements were underway to implement this, considering appropriate support for our schools. It was acknowledged that recruitment would be a challenge, but every effort had been made by the Education Department.

12. PERFORMANCE REPORT OF THE CABINET MEMBER FOR EDUCATION

The report was submitted by Cllr. Dewi Jones.

DECISION

- **To accept and note the information in the report.**

DISCUSSION

A report was submitted detailing the performance of the Education Department, drawing attention to recent highlights, including the fact that Ysgol Treferthyr had opened its doors to 150 learners in September 2025 and that work had commenced on the old Ysgol Glanadda site. Pride was expressed that the Youth Service had managed to recruit an Engagement Coordinator, leading to re-establishing a Young People's Services Forum to provide better support to young people.

In addition, it was reported that £1.1 million of capital investment had been received from the Welsh Government to support establishing the new immersion provision in Bangor, Ysgol Eifionydd and Tywyn. The doors to the new unit in Ysgol Tywyn had been opened this week. It was also reported that an evaluation of the immersion system was underway to ensure setting a firm foundation to the provision of the Welsh language in the county.

It was reported that the Additional Learning Needs and Inclusion Service had managed to reduce the number of days to wait for counselling service from 51 days to 21 days since the beginning of the educational year. In addition, it was noted that there was an increase in the number of school meals being served, with an average of 4851 provided on any one day since September 2024, which was progress from the 2023/24 performance.

It was also noted that the savings schemes were on track to be realised, but an alternative scheme worth £41,000 had been presented in the Additional Learning Needs and Inclusion field.

Observations arising from the discussion:

- The excellent work achieved by the Early Years Unit was discussed regarding changing the way of thinking and discussing nappies through their podcast, which allowed an open discussion on the matter. It was also enquired whether there was a problem in Gwynedd regarding children starting at school still in nappies.
 - In response, it was noted that there was a need to deal with the situation sensitively and offer support to families, remembering that each child was different. At the same time, it was noted that more children in the schools were not dry and there was a need to allow the schools to focus on teaching pupils instead of changing children.
- The sustainable schools work was welcomed which would be raised to a very high standard, noting that there was a lot of emphasis on reusing many things, such as bricks and old furniture in other projects, reducing the Council's carbon footprint.
- The Young People's Voice Forum was welcomed, asking whether there was suitable provision for youth across the County, especially in rural areas,
 - In response, it was noted that work had been done to identify the support that existed and to review the provision available.
- It was enquired what were the next steps following engaging and reviewing Gwynedd's immersion policy
 - It was noted that a full report would be available for the Cabinet at the end of March, with an update report to be submitted to the Education and Economy Scrutiny Committee prior to that.

13. PERFORMANCE REPORT OF THE CABINET MEMBER FOR FINANCE

The report was submitted by Cllr. Huw Wyn Jones.

DECISION

- **To accept and note the information in the report.**

DISCUSSION

The report was presented detailing the performance of the Finance Department, with pride that the Department's performance continued to be encouraging. Attention was drawn that priority projects in the Council Plan showed good progress on the two plans

under their care, namely realising the Savings scheme, and the Council's Digital Scheme.

The Digital Scheme was elaborated upon only, noting that there was a possibility of having to consider restricting the IT support desk hours as a result of losing one post recently, that every computer would be upgraded from Windows 10 to Windows 11, and the 'top desk' system and the Council's phone system would move to the cloud. It was confirmed that Cyber Security remained a priority, with the Council being a leader on Cyber Security work across Wales.

It was also noted that the Internal Audit Service had only completed 30% of the Audit plan because a priority had been set to achieve work on the Shared Prosperity Fund, which attracted income. It was also noted that prices to administrate Community Council accounts would slightly increase as the Council had done this at a loss.

It was reported that there was £2,117.000 of income due, with work underway to urgently track the situation. It was also noted that the Council's tax collection rate had slipped with the rate lower than the past, with the slippage being a result of increase in the Council tax and the number of people who were unable to pay, but the recovery cycle was underway. All the Department's hard work was acknowledged.

Observations arising from the discussion:

- Further information was requested for the Cabinet Members regarding the Council's use of artificial intelligence
 - In response, it was noted that there was a need to research further, to ensure that any developments worked with the Welsh language, and that people's input was required at times.
- It was noted that the Cabinet Member would be reporting on the reviews in the Council tax field and income for the future.
- The Benefits Department was also thanked for promoting the benefits available, especially for vulnerable people.

14. THE CABINET'S FORWARD WORK PROGRAMME

It was noted that the item presented was for the Cabinet Members' information.

The meeting commenced at 1.00pm and concluded at 3.15pm.

CHAIR

CYNGOR GWYNEDD CABINET



Date of Meeting: 11 February 2025
Cabinet Member: Councillor Nia Jeffreys
Relevant Officer: Dafydd Gibbard, Chief Executive
Title of Item: Climate and Nature Emergency Plan: Annual Report 2023/24

Report to a meeting of Cyngor Gwynedd Cabinet

1. Decision Sought

- i. That the Cabinet considers and approves the Climate and Nature Emergency Plan: Annual Report 2023/24.
-

2. The reason why the Cabinet needs to make the decision

- i. Cyngor Gwynedd's Climate and Nature Emergency Plan was adopted at the beginning 2022/23 and the first Annual Report 2022/23 looking back at progress made during the first year was published following a Cabinet meeting in December 2023.
- ii. Following suit, this is an opportunity for Cabinet to decide if they are satisfied that the Annual Report in Appendix 1 provides an accurate and balanced picture of the work undertaken during 2023/24 to meet the ambition of the Climate and Nature Emergency Plan (CNEP).
- iii. The Annual Report provides evidence on how Cyngor Gwynedd has been implementing Section 6 of the Environment (Wales) Act 2016. The relevant information is in chapter 3 and then at the end of each of chapters 6 to 12.
- iv. A draft version of the Annual Report was discussed at a meeting of Cyngor Gwynedd's Communities Scrutiny Committee on 23 January, and the committee's comments are summarised in 4. Below.
- v. Cabinet can provide comments and guidance on the future trajectory of the work of the Climate and Nature Emergency Plan.

3. Background

- i. The Council adopted the Climate-and-Nature-Emergency-Plan.pdf (llyw.cymru) following a Cabinet meeting on 8 March 2022. The ambition of the plan is "Gwynedd Council will be net zero carbon

and ecologically positive by 2030." "Responding to the climate change crisis" is also one of the Council's 8 Improvement Priorities within [The Cyngor Gwynedd Plan 2023-28.pdf \(llyw.cymru\)](#).

- ii. The Climate and Nature Emergency Plan (the Plan/CNEP) outlines how we as a Council will adapt the way we work and deliver services to reduce our carbon emissions and increase carbon absorption capacity. It provides examples of projects we will be pursuing, their outline costs and the timeframe to deliver.
- iii. Cyngor Gwynedd, like most public sector bodies in Wales, collects data on carbon emissions and absorption following a methodology developed by the Welsh Government. We collected data for the 2023/24 year following these processes, and are using 2019/20 data as our baseline year for comparison.
- iv. We need to collect data about the carbon derived from our procurement processes, but the current methodology is based on measuring by financial expenditure alone. Simply put, the more we spend, the greater the emissions. Because this can paint an imperfect picture of the true situation the Annual Report sets out two different sets of data – with procurement and without procurement data.
- v. Based on this data we know how much the 'gap to net zero' is and therefore how much more work lies ahead if we are to reach our target.

4. Recommendations of the Communities Scrutiny Committee

- i. The Annual Report was presented to a meeting of the Communities Scrutiny Committee on 23rd January 2025 and their comments and recommendations of matters to be discussed by Cabinet are set out below:
 - ii. To accept the report noting the comments submitted during the discussion
 - iii. Recommend that more information be included in the Annual Report on what is responsible for the carbon emissions percentages
 - iv. That the committee scrutinise the conclusions of a review of the Climate and Nature Emergency Plan before Cabinet considers it
 - v. To ask the Leader of the Council to lobby the Welsh Government in relation to reviewing the methodology of measuring carbon emissions arising from procurement processes.
- vi. In relation to recommendation 4.iii above we will share detailed data with committee members directly, as there are too many spreadsheets for it to be practical to include everything within the Annual Report.
- vii. In relation to recommendation 4.iv above, we will ensure that the Communities Scrutiny Committee receives the new draft of the CNEP for scrutiny before it is submitted to the Council Cabinet.
- viii. An application has been submitted to the Leader of a Council to act on recommendation 4.v.

5. Section 6 of the Environment (Wales) Act 2016

- i. Section 6 of the Environment (Wales) Act 2016 says public authorities operating in Wales have a duty to maintain and improve biodiversity and to encourage ecosystem strength.
- ii. The Welsh Government published a national biodiversity strategy, the 'Nature Restoration Action Plan' in 2015 which outlined the commitment to reverse biodiversity loss in Wales, with which there are 6 objectives for action. In order to comply with the duty of Section 6 public authorities must publish a plan of their own based on the Welsh Government's plan, and then the progress needs to be reported upon.
- iii. Cyngor Gwynedd has been updating our own Nature Recovery Plan during 2024/25 to comply with the requirements of the Act, but in the meantime we are reporting on our progress against the 6 objectives of the national Nature Recovery Action Plan through the Climate and Nature Annual Report. The information can be found in chapter 3 and at the end of chapters 5 to 11.

6. Main Issues

- i. Chapter 5 of the Annual Report provides information on the levels of emissions and carbon absorption for which the Council was responsible, and on the all-important figure, which is the remaining gap to reach net zero. Our gap to net zero in 2023/24 was 17,430,668 kgCO₂e.
- ii. Carbon emissions from our procurement processes are currently based solely on expenditure, and this can paint a misleading picture of the true impact of our climate spending. Simply put, the more we spend the greater the emissions.
- iii. Cyngor Gwynedd's total carbon emissions, including procurement, fell by 16% between the baseline year 2019/20 and 2023/24. If we rule out procurement then the fall is 37%.
- iv. Looking at our carbon emission and absorption data, without taking into account procurement data, then our gap to net zero is 35% smaller in 2023/24 compared to 2019/20 and 1% less than 2022/23.

Funding the Plan

Income

- v. At the Council meeting on 3 March 2022 it was agreed to create a £3m 'climate plan fund' through the one-time revenue bid process, for the purpose of implementing the CNEP.
- vi. In addition, Cabinet agreed at its meeting on 22 November 2022 to use £2.8m of its general funds to fund an investment scheme in solar PV panels on 54 of our buildings, with the revenue savings contributing to our savings plan.
- vii. A number of the other projects in the CNEP, such as the PV project above, contribute to financial savings for the Council as well as saving carbon emissions. As many of them are pilot projects we do not yet have a firm certainty of the figures, but for example the Green Fleet Plan is expected to result in savings of £603,000 over 5 years, and the Lighting Upgrades Pilot Scheme will result in £53,000 of revenue savings.
- viii. As the operating costs of the CNEP projects are so high it is absolutely essential to attract additional funding from external sources in order to augment the internal fund referred to above. The grant funding supports a large number of our projects – eg. energy schemes, fleet purchases, projects run by Gwynedd Nature Partnership.

Expenditure

- ix. Up until the end of December 2024 £2,207,984 out of the Council's Climate Fund had either been spent or set aside to be spent. That leaves £792,015 remaining.

7. Next Steps and Timetable

- i. We will publish the Annual Report on our website and share information about it.
- ii. We will continue to discuss in partnership and build relationships with external partners to discuss lessons learned from each other's work, and how best to develop the work into the future.

Views of the Statutory Officers

Monitoring Officer:

I note that the Communities Scrutiny Committee has given the report its consideration. The Cabinet should have due regard to its recommendations and the proposed response. I have no further comments to add from a proprietary perspective.

Chief Finance Officer:

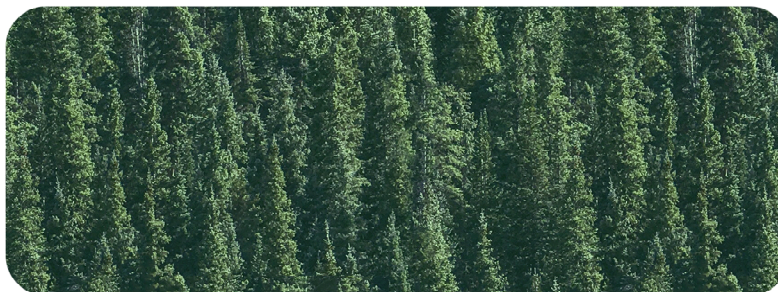
I have no objections to the decision sought from the perspective of financial propriety.

Appendices

Appendix 1 - Climate and Nature Emergency Plan: Annual Report 2023/24

Climate and Nature Emergency Plan

Annual Report 2023/24



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1. Foreword by the Council Leader

I am pleased to present this report which summarises the work that Cyngor Gwynedd has been leading during 2023/24 in delivering our Climate and Nature Emergency Plan 2022/23 - 2029/30. This is the second year we have been implementing the Scheme, and I am pleased to see that we have further developed our work in a number of areas, and started some other projects from scratch. It must still be remembered that our purpose is that "Gwynedd Council will be net-zero carbon and ecologically positive by 2030."

As you browse through this report you will see many examples of project work succeeding in gradually moving us towards the goal of becoming a net zero council. Working in partnership with others enabled the expansion of the Snowdon Sherpa bus service, the introduction of 'fflecsi' services and the introduction of a fleet of electric buses on the T22 route between Blaenau Ffestiniog, Porthmadog and Caernarfon. This change has helped reduce petrol and diesel car journeys and offers residents and visitors more choice on how to get around the county.

We are building on years of experience in converting our buildings and fleet to be less energy consuming and emitting less carbon, and the installation of heat pumps, LED lighting, electrified fleet and chargers will take us several steps further on that journey. We have invested money from the council's coffers

in this work, which resulted in significant funding being attracted through external grant schemes.

This additional external investment is absolutely necessary to the success of our work in the climate and nature fields. The cost associated with the work is huge, while at the same time the budget we have is reduced. We simply need to achieve more but with fewer resources.

Our focus, going forward, is on looking creatively at how we can use our scarce resources, and we will be working with other partners across north Wales and with our local communities to push this vital work forward.

Councillor Nia Jeffreys
Leader of Cyngor Gwynedd



2. Background

Cyngor Gwynedd has made it clear that responding to the climate and nature emergency is one of its priorities, and a Green Gwynedd is one of 7 priority areas in the Cyngor Gwynedd Plan 2023-2028.

To understand more about what the Council is trying to achieve, please turn to the [Climate-and-Nature-Emergency-Plan.pdf \(llyw.cymru\)](#) (CNEP) which was adopted by the Cabinet in March 2022.

The ambition of the Plan is "Cyngor Gwynedd will be net-zero carbon and ecologically positive by 2030."

The ambition corresponds with the Welsh Government's target for joint public sector organisations to be net-zero carbon by 2030 and for Wales to be a net-zero country by 2050.

Our Climate and Nature Emergency Plan includes several projects within the main themes –

- buildings and energy
- movement and transport
- waste
- governance
- procurement
- land use
- ecology

This report will provide an insight into the progress that has been made in each of the CNEP's projects during the 2023/24 year, which is the second year the plan has been operational.

The plan is regularly monitored by the Climate and Nature Board, which has a membership of officers and Cabinet Members and representatives from scrutiny committees.

[This Annual Report was scrutinised at a meeting of the Communities Scrutiny Committee on 23 January 2025 and will be discussed at a meeting of Cyngor Gwynedd's Cabinet on 11 February 2025].

3. Section 6 of the Environment (Wales) Act 2016

Our Climate and Nature Emergency Plan (CNEP) declares our ambition to be "... ecologically positive by 2030". One of the steps we can take to make this a reality is to act on the contents of Section 6 of the Environment (Wales) Act 2016.

According to Section 6 of the Environment (Wales) Act 2016, public authorities operating in Wales have a duty to maintain and improve biodiversity and to promote the strength of ecosystems. While our protected sites and species are important, the requirements of Section 6 relate to taking action to protect nature in our towns, cities, public spaces and the wider landscape, through practical action, and in the organisation of all public actions.

The Welsh Government published a national biodiversity strategy, namely the 'Nature Recovery Action Plan' in 2015 which outlined the commitment to reversing biodiversity loss in Wales, and the objectives for action. It contains 6 objectives for nature recovery in Wales:

Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision-making at all levels

Objective 2: Protecting species and habitats of paramount importance and improving their management

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

Objective 4: Addressing key pressures on species and habitats

Objective 5: Improving our evidence, understanding and monitoring

Objective 6: Implementing a governance framework and support for achieving the objectives

To comply with the duty of Section 6, public authorities must publish a plan of their own outlining what they intend to do to maintain and enhance biodiversity and encourage resilience. Welsh Government guidance states that public bodies should consider basing their Section 6 duty scheme too on the national Nature Recovery Action Plan.

Cyngor Gwynedd is currently developing a revised Nature Recovery Plan, but in the meantime, we have also included relevant information in the CNEP. While nature conservation

and biodiversity has been woven throughout the CNEP, the Land Use and Ecology sections list the projects that will focus specifically on this work.

At the end of each section of this annual report you will find a description of how the work that has been undertaken

contributes to the realisation of one or more of the above 6 objectives, which in turn comply with Section 6 of the Environment (Wales) Act 2016.

Here is a summary of the link between the Climate and Nature Emergency Plan projects and the Objectives of Section 6:

Section 6 of the Environment (Wales) Act 2016

Climate and Nature Emergency Plan

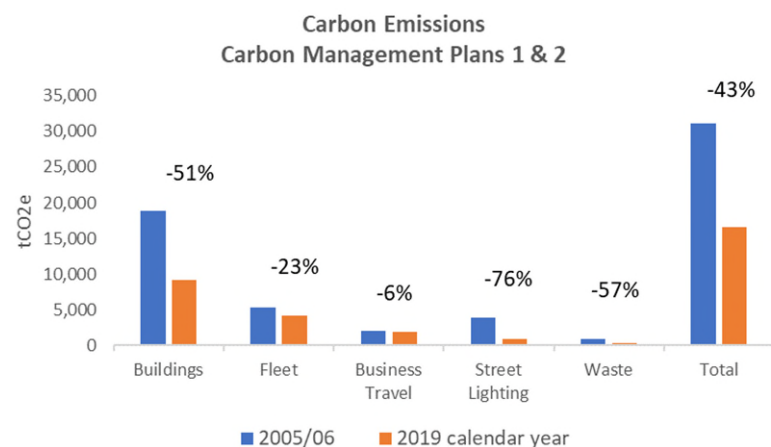
	Objective 1	Objective 2	Objective 3	Objective 4	Objective 5	Objective 6
Buildings and Energy						
Movement and Transport						
Waste						
Governance						
Procurement						
Land Use						
Ecology						

4. Reaching the Current Situation

Prior to the existence of the Climate and Nature Emergency Plan the Council had already been taking action for years to try to reduce our carbon footprint. The Carbon Management Plan 1 was published in 2010 and the Carbon Management Plan 2 in 2015. 2005/06 was used as the baseline year to measure the data in both plans.

By investing around £8m in energy consumption reduction measures between 2010 and 2019, we managed to reduce our carbon emissions by 58% in the areas of buildings, business travel, street lighting, fleet and waste.

The reduction per field can be seen in the graph below and it is fair to say that our efforts have resulted in national recognition several times:



Measuring our Carbon Emissions

When the council implemented Carbon Management Plans 1 and 2, we followed the Carbon Trust's recognised carbon emissions measurement methods, and measured progress in 5 areas as indicated by the chart. Since 2019, the Welsh Government has adopted a different system of measuring carbon data and therefore the CNEP has used year 2019/20 data as a new baseline. As there are slight variations between the two measures it would be misleading to make a direct comparison between carbon data before, and after, 2019.

We are now also measuring our carbon emissions in additional areas – procurement, staff commuting, and working from home (since 2021/22). We also measure how much carbon our lands absorb, and in offsetting that figure against total emissions we get a net figure, which is the gap to reach net zero.

5. Carbon Emissions and Sequestration 2023/24

Our gap to net zero (**including** procurement) in 2023/24 was 58,181,467 kgCO₂e.

Our gap to net zero (**without** including procurement) in 2023/24 was 17,430,668 kgCO₂e.



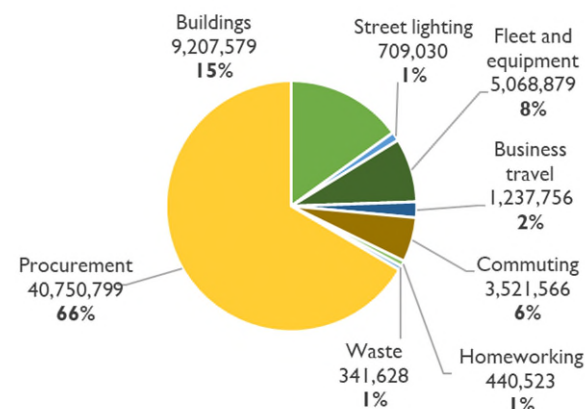
Carbon Emissions

The first chart opposite shows our carbon emissions over 8 headings and includes procurement emissions (purchases of goods and services).

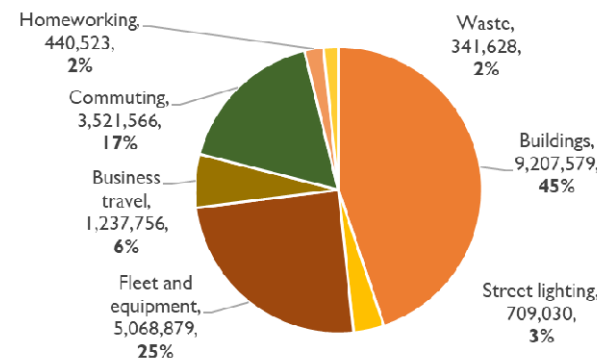
The methodology of measuring carbon emissions resulting from our procurement processes is imperfect because it is based on how much money we spend. The more we spend the greater the emissions.

As the procurement data can create an imperfect picture, the second chart opposite presents data for the remaining 7 headings after procurement is disregarded.

**Carbon Emissions kgCO₂e
INCLUDING Procurement 2023/24**

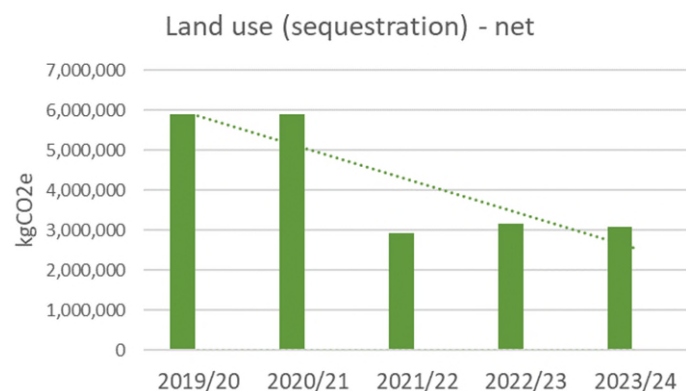


**Carbon Emissions kgCO₂e
NOT INCLUDING Procurement 2022/23**



Carbon Sequestration (Absorb)

As the chart below shows, carbon absorption levels on Council lands have fallen by 47% between the baseline year 2019/20 and 2023/24, and decreased by 2% between 2022/23 and 2023/24. This is partly because there is a change in the methods of calculation but also because we now own far fewer hectares of land.

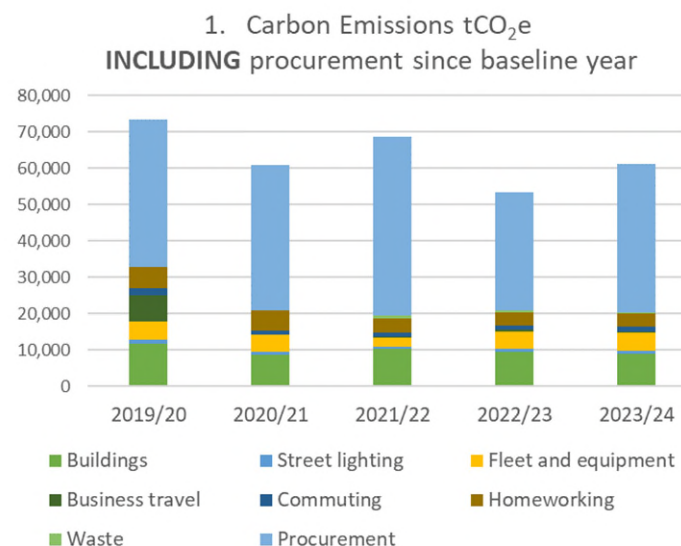


Where are we on the journey of reaching net zero by 2030, and does the 2023/24 data show we are on the right track?

Chart 1 opposite shows that Gwynedd Council's total carbon emissions, including procurement, fell by 16% between the baseline year 2019/20 and 2023/24. If we rule out procurement then the fall is 37%.

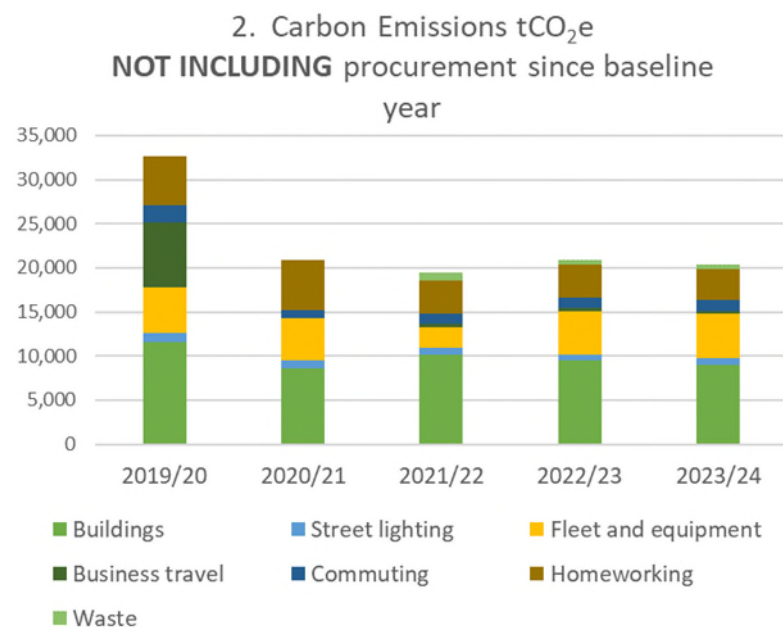
Our procurement emissions increased by just under 1% between the baseline year 2019/20 and 2023/24 but there was a 25% increase in procurement emissions between 2022/23 and 2023/24 which is based on an £11m increase in spending in care, construction and transport.

It has already been noted that the method of measuring procurement emissions is imperfect, and increases in inflation in recent years, coupled with other inevitable rising costs, have led to this reflection that carbon emissions have increased.



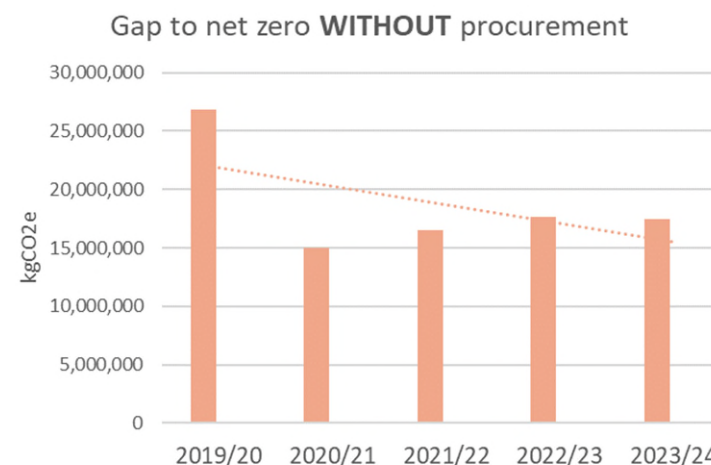
As the procurement emissions data can paint an imperfect picture, chart 2 shows that emissions for the other 7 areas together fell by 37% between 2019/20 and 2023/24 ('working from home' was not measured in 2019/20).

A 2% decline was also seen between 2022/23 and 2023/24. However, there is variation between the 7 areas and 5 areas have seen an increase in 2023/24 on the previous year, namely: Fleet and Equipment, Street Lighting, Business Travel, Waste and Procurement although emissions are still lower than 2019/20 in all categories except procurement. More information on the reasons behind the increase can be found in subsequent chapters.



Gap to Net Zero

Looking at our carbon emission and sequestration data, without taking into account procurement data, then our gap to net zero is 35% smaller in 2023/24 compared to 2019/20 and 1% less than 2022/23.



6. Buildings and Energy

Carbon emissions from buildings and energy in 2023/24 are 45% of the total (not counting procurement), representing a 22% reduction from 2019/20 and a 5% reduction from 2022/23.

Carbon emissions from street lighting in 2023/24 are 3% of the total (not counting procurement), representing a 36% decrease from 2019/20 and an 11% increase from 2022/23.

What did we say we would do in 2023/24?

Short-term Priorities 2022/23 – 2023/24

Projects:

1. Aim for long-term benefits when planning construction or building renovations.
2. De-carbonise the Council's energy supply.
3. Use Passivhaus low carbon construction methods in developing our innovative housing pilot scheme.
4. Offer advice and information to Gwynedd residents about the benefits and opportunities of using low carbon building methods when building homes and low carbon heating/energy systems to maintain a home.
5. Set individual room heating regulations to reduce the energy required to heat a building.

6. Upgrade streetlights and traffic signs to use less energy.
7. Improve the energy infrastructure in Gwynedd and north Wales to maintain low carbon energy and transport systems.

What did we do?

Project 1 – The work of improving the fabric of buildings to make them more energy efficient (projects 1, 9 & 14) is ongoing work that has been underway by us as a Council for over a decade. This work continued during 2022/23, as well as exploring if any new work needs to be undertaken in the future.

Projects 2 and 7 – Throughout 2023/24, the Council worked with Ambition North Wales, the ARUP company and local stakeholders to develop a Local Energy Plan. The Local Energy Plan intends to create an integrated low carbon energy system for Gwynedd, improving existing infrastructure which will in turn support all sectors to transform their current energy use. The plan is expected to be completed by September 2024, after which discussions will continue to establish arrangements to be implemented in collaboration with regional and national partners.

Project 3 – Passivhaus principles are a consideration as the Council plans new buildings, e.g. Ysgol Bontnewydd. The exact

construction methods are agreed on a development-by-development basis.

Project 4 - We offer support and advice to Gwynedd residents on how to save energy and money through the Nest and Eco 4 schemes. Our tackling poverty officers and energy advisers have been holding face-to-face information sessions in our communities as well as answering queries via the website or by phone. At the end of 2023/24, 278 houses had been upgraded which means spending around £10m in Gwynedd. See also the report on Project 1.

Project 5 - We have centralised systems for heat management in buildings so we do not see the need to move forward with imposing individual room heating regulations at this time. This need may change in future if the Internet of Things project (within the Cyngor Gwynedd Digital Plan 2023-28) demonstrates that there is added value to changing the current system.

Project 6 - This project to change streetlamps and traffic to LED ones started in 2016/17, and the bulk of this project was completed by the end of 2022/23, but if additional streetlights or traffic come under the Council's care then it is ongoing work to replace and maintain them. During 2022/23, the Council adopted responsibility for large parts of the A487 around Caernarfon from the North and Mid Wales Trunk Roads Agent, and as a result a large number of additional streetlamps without LED. Although we have been gradually switching each one to an LED lamp during 2023/24, electricity consumption increased

during the year due to the significantly additional amount of lighting.

Medium-term Priorities 2022/23 – 2026/27

Projects:

8. Save 5% of carbon emissions from buildings by bringing them up to the CIBSE 'good practice' standard.
9. Reduce our carbon emissions by expanding our use of solar panels to create renewable energy.
10. Electrification of building heating systems to reduce carbon emissions.
11. Install EC (electronically commutated) ventilation fans in buildings to reduce the energy needed to run them compared to normal fans.
12. Upgrade specialist lighting in leisure centres to reduce energy consumption.

What did we do?

Projects 8 and 12 – The Council's Cabinet agreed to contribute £416,617 towards the running costs of a pilot scheme to install LED lighting at 6 sites. Lighting installation has slipped due to work on the heat pumps but a large part of the work will take place in Summer 2025. The carbon and financial savings will be measured before the value of extending the scheme to replace lighting across the rest of the Council estate is decided.

Project 9 - During 2022/23, the Council's Cabinet agreed to set aside £2.8m to deliver Phase 4 of a plan to install PV solar panels

at 54 Council-owned sites to generate electricity which will result in financial savings as well as reduce carbon emissions. Work will begin to install panels on sites during 2024. The project is also currently being redesigned to take into account the need for heat pumps and electric vehicle charging points. See also the report on Project 1.

Project 10 – The Council successfully attracted a significant grant to fund a pilot project to install heating pumps at 3 sites, and the Council's Cabinet agreed to contribute 10% of equivalent costs (£175,478). Clause 1 of installing the heat pumps on school sites has started during the 2024 summer holidays and will be completed during the 2025 summer holidays. See also the link between this project and project 9.

Project 11 – Ventilation fans will be installed on 2 school sites as part of the heat pumps project (Project 10).

Long-term Priorities 2022/23 – 2029/30

Project:

13. Increase our carbon 'credit' by installing solar farms to produce energy that the Council can use or sell.

What did we do?

Project 13 – This project is not currently a priority because the financial costs of connecting to the national grid are so high, and

because the Council, under existing data reporting arrangements, cannot claim the 'carbon credit' on any electricity generated. Nevertheless, the Local Energy Plan has identified opportunities to develop solar farms and we will continue to discuss how to fund such pilot projects. See also project 9.

Ongoing Priorities

Projects:

14. Improve the fabric of Council-owned buildings to make them as energy efficient as possible.
15. Prevent the over-development of fossil fuel energy schemes.
16. Maximise the benefits that come from implementing our energy and heating policies.
17. Equipment used within Council buildings to be as energy efficient as possible.

What did we do?

Project 14 – See Projects 1 & 9.

Project 15 – This matter has been addressed in the creation of the Local Energy Plan (Projects 2 & 7), and also in the development of the Gwynedd Local Development Plan 2024-2039.

Project 16 – Projects 1-17 contribute to this aim.

Project 17 – During 2023/24, the Council adopted the Cyngor Gwynedd Digital Plan 2023-28 which includes a number of

projects that will lead to energy conservation, reduce paper use and reduce waste.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 2: Protecting species and habitats of paramount importance and improving their management

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

During 2023/24, the Council was successful with a grant application to the Welsh Government's Sustainable Schools Challenge fund, and an investment of £12m was received to build a new school in Bontnewydd. One of the first steps in the design process was the appointment of landscape architects, and they have contributed to the design of a building that not only conserves the biodiversity on site but encourages learners to use the landscape of the whole site as a learning space. Planning on the site continues, and in consultation with pupils, nest boxes and flower meadows will be installed.

7. Movement and Transport

Carbon emissions from the Council's fleet in 2023/24 are 25% of the total (not counting procurement) which is a 1% decrease from 2019/20 and a 2% increase from 2022/23.

Carbon emissions from staff commuting in 2023/24 are 17% of the total (not counting procurement) which is a 37% reduction from 2019/20 and a 3% reduction from 2022/23.

Carbon emissions from business travel in 2023/24 are 6% of the total (not counting procurement) which is a 36% decrease from 2019/20 and a 1% increase from 2022/23.

What did we say we would do in 2023/24?

Short-term Priorities 2022/23 – 2023/24

Projects:

1. Move away from using fossil fuel vehicles towards a fleet of ULEV (ultra low emission vehicles) vehicles (cars and vans).
2. Install electric vehicle charging points for Council vehicles.
3. Install electric vehicle charging points for Gwynedd residents.
4. Reduce business travel.

5. Reduce carbon emissions and parking problems in areas that are popular with visitors.

What did we do?

Project 1 – The Council adopted our Green Fleet Plan 2023-29 in January 2023 and the Council subsequently joined a national scheme for public organisations to jointly purchase EV vehicles to save money and speed up delivery time. The Council's Cabinet agreed to contribute £1,048,400 towards the costs of buying 67 cars and vans during 2023/24 and 2024/25. Delivery of the ordered vehicles was delayed but 44 electric vehicles arrived in March 2024.

Project 2 – The Council successfully attracted a grant of £66,346 to install charging points for Council vehicles on 10 sites. By the end of March 2024, there were 14 charging points operational at 5 sites, with a programme of work to install further points over an additional 20 sites having already commenced during 2023/24.

Project 3 - By the end of 2023/24, the Council had 16 public charging points operating at 8 locations and an additional 7 charging points at 4 Council-owned sites managed by Transport for Wales. As a Council, we are working with Transport for Wales and Eryri National Park in planning the locations of public charging points. A much higher number of machines have been

installed but we are waiting for the electricity connection to be authorised. Our ongoing programme to install a total of 114 public charging points continues during 2024/25 and we will review it when assessing future needs.

Project 4 – As a Council, we hold a number of internal and public meetings virtually, including all major Council meetings – Full Council, Cabinet, Scrutiny, Planning – significantly reducing the need to travel to workplaces. This approach has resulted in a significant 36% reduction in carbon emissions from business travel since 2019/20. Despite this, there was a slight increase of 1% between 2022/23 and 2023/24 as more journeys were made in petrol and diesel cars as more meetings returned to being face-to-face meetings following the lifting of restrictions that existed during the Covid-19 period.

Work has already begun to reduce carbon emissions and the financial cost of business travel, by moving the journeys to be using the fleet of electric vehicles bought by the Council or public transport. Over the next few years we should see the carbon emissions of business trips fall further.

Project 5 - One of the great successes of an integrated transport system is the Sherpa'r Wyddfa bus service which started in 2022, namely a network of bus services around the Wyddfa catchment area. The Council is one of the partners that developed the provision, which aims to increase active travel options and reduce parking problems at popular spots in Eryri. The service was further extended during 2023/24 and now serves a wide catchment area from Bangor to Betws-y-Coed to Morfa Bychan. This will reduce the number and distance of

journeys in personal cars while reducing Gwynedd's carbon emissions as a county.

A review of the cross-county public bus network was completed and the views of users were gathered, resulting in a new network being introduced to the Dyffryn Nantlle, Caernarfon and Meirionnydd areas. New services and timetables were introduced; standard ticket prices; increasing the frequency of service between Barmouth and Porthmadog; improving integration between local and Transport for Wales services; introducing a 'Flexi' service in Dyffryn Dulas and Dolgellau.

A brand new T22 service was also introduced between Blaenau Ffestiniog – Porthmadog – Caernarfon which uses electric buses only which are charged from a new electricity depot in Porthmadog.

Long-term Priorities 2022/23 – 2029/30

Project:

6. Have low carbon or zero carbon fuel options for the Council's heavy fleet

What did we do?

Project 6 - Converting the fleet of heavy vehicles to electricity or hydrogen use is a long-term process, but Council officers are working with Ambition North Wales on their Hydrogen Hub project and with the Welsh Local Government Association to share new developments and good practice among local authorities.

Ongoing Priorities

Projects:

7. Reduce carbon emissions through staff commuting habits
8. Encourage active travel among staff – in the interests of health and well-being and to reduce carbon emissions
9. Encourage active travel among residents and visitors to Gwynedd to improve physical and mental well-being and reduce carbon emissions of short car journeys
10. Increase opportunities for community organisations to access EV or ULEV vehicles or use low carbon technology

What did we do?

Projects 7 and 8 - The Council has a Green Car Scheme and a Green Bike Scheme available to most staff, which are salary sacrifice schemes to lease an electric/hybrid car or a new bike. We have been encouraging staff to take full advantage of these opportunities, holding several open days to pilot electric bikes. A

total of 58 bikes and 14 electric or hybrid cars have been leased by our staff during 2023/24.

We have also been investigating other commuting options that may be available to staff, and are in discussions with community organisations to run pilots to provide alternatives to the private car. These schemes will become operational during 2024/25.

The Gwynedd and Anglesey Public Services Board, of which the Council is a member, also discussed the Active Travel Charter during 2023/24, and went ahead with adopting the charter in early 2024/25.

Project 9 – Several projects have been completed during 2023/24 that will improve existing provision or provide new active travel opportunities for residents and visitors alike – Safe walking and cycling routes on Ffordd Penrhos, Bangor; the improvement of Lôn Las Ogwen; the installation of cycle shelters at Ysgol Cymerau, Pwllheli; Ysgol Godre'r Berwyn, Y Bala.

See also Projects 5, 7 & 8 above.

Project 10 - The charging point for the Council's fleet at its car park in Caernarfon has also been used by agreement to charge a community electric car run by social enterprise Deg/Co-wheels.

Further observations

2023/24 was a year when work programmes across the Council were back to levels similar to what they were before the Covid-19 pandemic. In comparison with 2022/23, this has meant an increase in the litres of fuel (petrol and diesel) used to run equipment at recycling and highway maintenance centres. Our heavy vehicles were out gritting more frequently during the cold weather of January and February, and there has also been an increase in journeys to carry out care visits.

The Council had 17 electric vehicles during 2023/24 which has led to the reduction in carbon emissions since 2019/20. However, as it was the end of the financial year when we received the 44 new vehicles, we will not see the benefit until we measure the carbon emissions of 2024/25.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 2: Protecting species and habitats of paramount importance and improving their management

One of the positive side effects of increasing the provision of public transport in the Eryri area (Project 5) is that the incidence of irresponsible and dangerous parking has reduced. In turn, this has helped to protect biodiversity on road verges and near locations that support fragile biodiversity.

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

Projects 5, 8 and 9 above run alongside the Council's work to maintain public rights of way, and to maintain grounds. Whilst looking after the county's network of 'lonydd glas', cycle and walking paths we have been protecting path and road verges to maintain and enhance biodiversity.

The Rights of Way Improvement Plan was adopted by Cyngor Gwynedd's Cabinet on 22 November 2022. Cyngor Gwynedd is responsible for a Rights of Way network which is approximately 3,800km long and open to pedestrians, horse riders, cyclists, horse and cart and motor vehicles.

8. Waste

Carbon emissions from Council waste in 2023/24 are 2% of the total (not counting procurement) which is a 95% reduction from 2019/20 and a 6% increase from 2022/23.

What did we say we would do in 2023/24?

Short-term Priorities 2022/23 – 2023/24

Projects:

1. Promote a circular economy in order to reduce the number of items being disposed of and reducing carbon emissions in the supply chain from the purchase of new goods
2. Reduce the amount of street waste that is disposed and increase the amount of street waste that is recycled
3. Reduce paper use

What did we do?

Projects 1, 4, 5 and 6 – The Council worked closely with a number of community initiatives on new projects to boost the circular economy in Gwynedd, all funded by Welsh Government. The following projects ran successfully during 2023/24: Green Shed with Antur Waunfawr, Ar y Lôn with Msparc, Ffiws spaces, Repair Cafés, and work has started on the Hwb Werdd (Green

Hub) in Penygroes by Siop Griffiths and Hen Bost in Bethesda by Partneriaeth Ogwen.

Project 2 – We completed a work programme of installing public recycling bins on popular beaches and started the programme of installing the bins at our temporary camping sites, Arosfan. We are continually assessing the need to install public recycling bins at sites across the county. The Council also worked with Wrap Cymru to review our street waste data collection processes which have generated discussions about having a dedicated vehicle to collect recycling from public bins.

Project 3 – Following an assessment of paper use in our offices, it was decided to change our printing practices, and by 2023/24 we were not printing papers for meetings unless there was a reasonable exception for doing so. We also reviewed our printers and photocopiers hire agreement and arrangements will change during 2024/25 with the aim of significantly reducing paper consumption and saving energy.

Medium-term Priorities 2022/23 – 2026/27

Project:

4. Reduce the number of items arriving at waste incineration sites by encouraging people to repair and re-use (Repair Cafés)

What did we do?

See Project 1 above.

Ongoing Priorities

Project:

5. Repair and modify equipment that would otherwise be disposed of and incinerate, and sold
6. Reduce food waste by supporting community projects seeking to re-distribute food that would otherwise be discarded

What did we do?

Project 5 – See Project 1 above.

Project 6 – £32,000 of grant funding was distributed to 12 community groups during 2023/24 to run food schemes that re-use food for social purposes and reduce waste (food poverty, food clubs to respond to isolation). Although the schemes were successfully carried out, all groups reported that the amount of residual food collected was decreasing, probably because there

were fewer donations from the public and less residual food available from shops.

Further observations

When talking about 'waste', we are referring to waste generated by Gwynedd residents and businesses, and not the waste that Cyngor Gwynedd itself is responsible for as an organisation.

The 6% increase in carbon emissions from waste between 2022/23 and 2023/24 stems from several different reasons:

The factors to calculate the emissions change slightly from year to year, which make it difficult to compare like-for-like between one year and the next. Due to the increased calculation factors of 2023/24, there is a higher carbon 'cost' to our waste. If we had used the 2022/23 calculation factors in 2023/24, then we would have seen a 2.6% increase.

The increase in emissions is based (ironically) on the positive steps of sending more tonnes of waste for recycling. Between 2022-23 and 2023-24, an increase was seen in the tonnage of recycled materials (+3%), garden waste sent for composting (+5%), and nappies sent to a treatment plant (+4%), although there was a reduction in food waste processing (-7%).

However, there has been a slight increase of 0.75% in our residual waste that has to be incinerated in a facility that converts the waste into energy (*Energy from Waste*), and work continues to change the habits of residents and businesses to further reduce this figure.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision-making at all levels

When developing the projects involved in the scheme to boost the circular economy, we consulted continuously with all our community partners, and officers at many levels within the Council have been considering the impact of the projects on biodiversity.

Objective 2: Protecting species and habitats of paramount importance and improving their management

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

Objective 4: Addressing key pressures on species and habitats

Projects 4, 5 and 6 above contribute to objectives 2, 3 and 4 as our food hubs and community gardens have assessed their

influence on biodiversity and developed them in a way that will not harm the surrounding environment.

9. Governance

What did we say we would do in 2023/24?

Short-term Priorities 2022/23 – 2023/24

Projects:

1. Share information publicly about the work the Council is doing to reduce carbon emissions to encourage others to change habits
2. Support communities to plan and deliver local solutions to local needs

What did we do?

Project 1 – We regularly share information about projects the Council is involved in through our social media and press releases, and also share information about opportunities to save energy and money through the Nest and Eco4 schemes.

Resource shortages remain a barrier to us moving forward with the wider work of influencing and changing residents' habits. We have prioritised time and resources on reducing the carbon emissions directly from our own activity as a Council during the first two years of the Climate and Nature Emergency Plan. However, this does not mean that we have not been engaging and supporting our communities and residents so that everyone can play their part in the journey to net zero. We have supported local work through the Ardal Ni scheme which has highlighted that climate and nature issues are of high priority to residents in

all areas, and we continue to support the communities with their action plans. We are also involved in the work of the Gwynedd and Anglesey Public Service Board to realise their new Well-being Plan which came into force during 2023/24. One of the 3 Well-being Objectives of the new scheme is "We want to work together to support our services and communities to shift towards Net Zero Carbon".

Project 2 - Our other projects as a Council also contribute to helping and influencing residents' habits – Clean and Tidy Communities, circular economy projects such as supporting food hubs, Ffiws/Repair Café, energy saving roadshows.

Medium-term Priorities 2022/23 – 2026/27

Project:

3. Elected members and staff who:
 - understand the implications of the impact of climate change
 - make decisions based on information about the effects
 - act in the most positive manner possible towards mitigating the impact of climate change and being ecologically positive

What did we do?

Project 3 – Carbon literacy training accredited by the Carbon Literacy Project was held for 50 staff and elected members during 2023/24, and a training e-module for all staff and elected Council members was planned which was launched in early 2024/25.

Ongoing Priorities

Project:

4. Encourage staff to develop careers in areas that reduce the impact of climate change or are ecologically positive
5. Review current Council policies and strategies so that reducing carbon emissions or reducing the impact of climate change is a factor in reaching a decision

What did we do?

Project 4 – The Council has two schemes that are successful in attracting applicants, an apprenticeship scheme and a professional trainee scheme ('Cynllun Yfory') for graduates. Information sessions were held for applicants during 2023/24 and we were able to appoint a Climate Change Professional Trainee who will take up their post during 2024/25.

Project 5 – During 2023/24, Cyngor Gwynedd's Digital Plan 2023-28 was published, and this new plan includes a number of projects that will lead to reducing energy consumption and reducing paper waste. Work was also started during the year to

create the Gwynedd Local Development Plan 2024-2039, and to create a Local Energy Plan.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision-making at all levels

Work has been carried out with Town and Community Councils to inform them of their duty under the Environment (Wales) Act 2016.

Objective 6: Implementing a governance framework and support for achieving the objectives

The work carried out under projects 3 and 5 contributes to the realisation of Objectives 1 and 6.

10. Procurement

67% of the Council's carbon emissions during 2023/24 were from our procurement processes, which is a below 1% increase from 2019/20 and a 25% increase from 2022/23.

The method of measuring procurement carbon emissions, or the supply chain, is based on spending alone. Simply put, the higher the spending, the greater the emissions. This increase in procurement emissions in 2023/24 is based on an £11m increase in spending in the fields of care, construction and transport. The formulas used to measure carbon versus expenditure in certain categories have also changed leading to an increase.

What did we say we would do in 2023/24?

Ongoing Priorities

Projects:

1. Providing market support, particularly to local providers, to be able to measure the impact of their operations on their carbon footprint
2. Understanding and measuring carbon emissions when realising contracts in the procurement chain

What did we do?

Projects 1 and 2 - At the end of 2022/23, the Welsh Local Government Association published a report and toolkit for the use of local authorities so that they seek to further incorporate sustainable procurement into daily practice. There has been a long wait for the package as a resource that would help us as a Council to measure the carbon emissions that derive from the services and materials we buy, and it is an initial step on that journey.

Following the publication of the toolkit, we are now collaborating with [WRAP Cymru](#) to review our Sustainable Procurement Policy and to investigate further support to reduce the emissions of our largest contracts in terms of monetary value (such as food and care).

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 5: Improving our evidence, understanding and monitoring

Objective 6: Implementing a governance framework and support for achieving the objectives

We worked with WRAP Cymru during the year to review our Sustainable Procurement Policy and develop ideas on how we can support our suppliers to reduce carbon emissions through the agreements we will set. This work continues into 2024/25, and we are reviewing existing guidance for suppliers on how they can protect and enhance biodiversity.

11. Land Use

All Council lands (which include 'brownfield' sites that have been constructed) absorbed a value of 3,096,293 kgCO₂e net of carbon in 2023/24. This is 47% less than 2019/20 and 2% less than 2022/23.

Offsetting the carbon absorbed against our carbon emissions contributes to reducing the gap to net zero.

What did we say we would do in 2023/24?

Medium-term Priorities 2022/23 – 2026/27

Projects:

1. Identify the contribution of Council-owned trees to carbon absorption and storage and flood reduction
2. Identify the contribution of Council-owned lands to carbon absorption and storage and flood reduction
3. Establish tree nurseries to grow trees ready for planting
4. Identify opportunities to plant trees as part of the National Forest for Wales initiative
5. Conserve agricultural land in Gwynedd and using it for a competent purpose, and managing afforestation projects

What did we do?

Projects 1 and 7 – Essential maintenance work continued to be carried out on 8 sites of Council-owned woodland, and repairs were carried out in Parc Dudley, Waunfawr, and in ancient woodland in Parc Meurig, Bethesda, which is now safe and open to the public to enjoy.

Project 2 – In November 2023, a new tool developed by the Welsh Local Government Association was received to measure the value of carbon in various lands. It will help us not only to measure the carbon absorption capacity of our various lands but also to plan the future use of our lands.

Since we started to use the tool, we are now in the process of evaluating our lands for their use to store carbon and enhance nature. This work takes place alongside the work to maintain coppices and identify opportunities to plant trees. Work will continue into 2024/25.

The work of identifying lands for their flood reduction potential occurs with the creation of a Flood Risk Management Strategy (see Section 12).

Projects 3 and 4 – 2 pilot projects were commenced with community enterprises to establish small tree nurseries during the year, and work had begun to assess possibilities to establish tree nurseries where the Council could be a partner.

Ongoing Priorities

Projects:

6. Controlling Ash Dieback Disease in trees and compensating for any carbon emissions as a result of felling trees
7. Council-owned woods are protected to maximise their potential to absorb carbon and become habitats for nature

What did we do?

Project 6 - Unfortunately, the demand to deal with an increasing number of trees suffering from Ash Dieback disease is placing further pressures on our scarce resources. However, we continue to respond to outbreaks and have had to fell 698 ash trees during the year, which was 14% lower than 2022/23.

Project 7 – See Project 1 above.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

- Objective 1:** Engage and support participation and understanding to embed biodiversity throughout decision-making at all levels
- Objective 6:** Implementing a governance framework and support for achieving the objectives

Cyngor Gwynedd leads the work of the Gwynedd Nature Partnership, a collective of organisations and individuals who act to protect and enhance biodiversity in the county. A fundamental operating principle of the Partnership is to consult with communities to plan projects at grass roots level.

Objective 2: Protecting species and habitats of paramount importance and improving their management

Projects 1 – 7 contribute to the realisation of this objective.

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

Projects 1 – 7 contribute to the realisation of this objective.

Objective 4: Addressing key pressures on species and habitats

Projects 1 – 7 contribute to the realisation of this objective.

Objective 5: Improving our evidence, understanding and monitoring

The Council has continued to collaborate with the Cofnod recording system which helps us to create a baseline for biodiversity across Gwynedd.

11. Ecology

What did we say we would do in 2023/24?

Short-term Priorities 2022/23 – 2023/24

Projects:

1. Identify the steps we need to take to protect nature's habitats and biodiversity into the future
2. Identify our valuable species and habitats and what measures are needed to protect and restore them

What did we do?

Project 1 – Work

continued during the year to produce our revised Nature Recovery Plan for the county and for the Llŷn Area of Outstanding Natural Beauty, and the plans will be published during 2024/25.

Project 2 - Alongside developing the Nature Recovery Plan, we have also been assessing the biodiversity of the nature reserves we own to establish a baseline against which we can measure progress or decline. We use Cofnod processes to map species, and this work continues. We are also in the process of producing a green infrastructure assessment as part of the work that is led by the Planning Department.

Medium-term Priorities 2022/23 – 2026/27

Projects:

3. Increase the number of pollinators by conserving habitats or planting new habitats (landfill sites)
4. Support voluntary and community organisations and town and community councils that protect or enhance nature

What did we do?

Projects 3 and 6 - There are two sites in Gwynedd that used to be landfill sites which have now been converted into sites to protect and enhance nature. Maintenance and tree planting work was carried out at Llwyn Isaf near Clynog and Ffridd Rasus near Harlech and both sites have also received a 'gold standard' from Restor, the international hub for nature recovery.

Projects 3 and 5 - A number of new pollinator habitats were planted along some of Gwynedd's highways during the year, in order to develop a Pollinator Network. Particular attention was paid to the highways leading up to the site of the National Eisteddfod in Boduan in August 2023. All Eisteddfod local primary schools took part in our project to plant wildflower meadows and the Council's highways teams planted wildflower meadows along the road verges towards the Pwllheli area, and

we will continue to assess and maintain these meadows in future.

The Council has now adopted new grass-cutting arrangements that will reduce grass-cutting frequency, particularly along highway verges. The highways teams also use specialist equipment to collect grass-cuttings to collect seeds and increase wildflower growth.

Projects 4 & 5 – The Council leads the work of Gwynedd Nature Partnership which, in turn, supports community organisations and schools. Practical support is also offered through the Ardal Ni scheme. Work in this area is just beginning and we will be in further discussions during 2023/24 to see what support the Council can offer within limited resources.

Ongoing Priorities

Projects:

5. Nurturing and maintaining Gwynedd residents' interest in ecological issues so that they want to help conserve nature
6. Protecting valuable habitats for nature

What did we do?

Project 5 – See Project 4 above.

Project 6 – See Project 3 above.

Section 6 of the Environment (Wales) Act 2016

The above projects contribute to the objectives below:

Objective 1: Engage and support participation and understanding to embed biodiversity throughout decision-making at all levels

Objective 5: Improving our evidence, understanding and monitoring

Objective 6: Implementing a governance framework and support for achieving the objectives

All of the work we undertake as a Council and through the Local Nature Partnership is designed or delivered in collaboration with local organisations, communities or schools.

Projects 1 and 2 also contribute to the above 3 objectives.

Objective 2: Protecting species and habitats of paramount importance and improving their management

Projects 1 – 6 contribute to the realisation of this objective.

Objective 3: Increasing the resilience of our natural environment by restoring degraded habitats and creating new habitats

Projects 1 – 6 contribute to the realisation of this objective.

Objective 4: Addressing key pressures on species and habitats

Projects 1 – 6 contribute to the realisation of this objective.

12. Next Steps

Financial

As a Council, we continue to operate in extremely challenging financial circumstances, with our budgets massively squeezed due to a lack of adequate funding and rising costs.

As the field of climate and nature is a priority for us as a Council, we have done all we can to use the funding we have, and to attract funding in the form of grants, to fund the CNEP's projects to date. Starting any new project from now on will be dependent on receiving additional funding to fund it.

Reviewing the Climate and Nature Emergency Plan

There has been a huge amount of new knowledge and technical developments in climate and nature since the implementation of the Climate and Nature Emergency Plan began in April 2022. A large number of the projects included in the current plan have evolved to respond to the changes, and we have described that work in this annual report. Considerable extra work has already been commenced which does not get much attention within the current plan – e.g. electric buses, use of 'smart' technology.

It is now timely for us to review the plan in its entirety to ensure it is up to date and enables us to continue the work until 2030. The review process will be completed before the end of March

2025 so that we have a revised plan which will be effective from April 2025.

Renewable energy

Generating our own energy not only means less reliance on using electricity from the grid (which is unlikely to be net zero carbon for many years, if at all) but also offers us little energy security locally. Unfortunately, there is no recognition given to us as an organisation if we generate renewable electricity for export to the grid and we are unable to claim the carbon credit for it. In addition, the infrastructure is poor for sending electricity to the grid from renewable sources in this area e.g. it would require a multi-million pound investment to be able to use some of our lands for setting up solar farms. Currently, therefore, commercial-scale electricity generation from renewable sources is unaffordable.

Having said that, the Local Area Energy Plan to be adopted during 2024/25 takes us a step closer to creating a low carbon integrated energy system for Gwynedd. There are a number of ambitious schemes in the plan and a number of them will require further work, but it is necessary work that we will be involved in.

Flood Risk Management Strategy

Climate change is having a significant impact on flooding and land erosion scales as rising sea levels and storms and periods of heavy rainfall become more intense and occur more regularly.

Managing flood risk and coastal erosion in Wales is about much more than building defences. Our approach to risk management encourages wider resilience, prevention and risk awareness so that better decisions can be made, both by the public and those who influence how land and water are managed.

The formulation of a *Local Flood Risk Management Strategy* (the Strategy) is a requirement of the Flood and Water Management Act 2010 and we are required to review it (since the original ones in 2013) to be consistent with the National Strategy for Flood and Coastal Erosion Risk Management in Wales, which was published by the Welsh Government in 2020.

The Strategy examines the flood risks on the coast and inland (mainly river risks), and describes which areas are likely to be affected and which organisations will work together to manage the risk.

The process of formulating the Strategy began in 2022 and the Council has since been a member of a national working group which developed a common template for use by all flood authorities. The Welsh Government have been a member of this working group and also want to give the seal of approval to the final Strategy.

A draft Strategy was drawn up and the public consultation process commenced on 25 March 2024, which continued for 6 weeks. A final version of the Strategy was approved by the Council Cabinet on 11 June 2024. We continue to await comments or approval from the Welsh Government.



CYNGOR GWYNEDD - Report to Cyngor Gwynedd Cabinet



Title of Item:	Review of the Ysgol Felinwnda Catchment Area
Cabinet Member:	Cllr Dewi Jones
Contact Officer:	Debbie Anne Williams Jones, Assistant Head: Corporate Services, Education
Date of meeting:	11 February 2025

1. Decision sought:

- 1.1 The Cabinet is requested to consider the responses received to the consultation on reviewing the Ysgol Felinwnda catchment area, along with the options appraisal included in the report, and determine whether to approve the preferred option, namely:

'Option 2: Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd'

2. What is the reason why the Cabinet must make the decision:

- 2.1 As a result of implementing the decision to close Ysgol Felinwnda on 31 December 2023, a decision is required on the future of Ysgol Felinwnda's current catchment area to agree which school/schools will serve as a future catchment area school/schools for the children of the current catchment area of Ysgol Felinwnda.

3. Introduction and Rationale

3.1 Background / Introduction

Usually, the decision on the new catchment area school is completed as part of the statutory process of closing a school. In this case, in response to local concerns, the Cabinet decided, at its meeting on 11 July 2023, that a review of the catchment area should be carried out as a separate process, following the statutory process, if the final decision was to close Ysgol Felinwnda.

At its meeting on 7 November 2023, Cyngor Gwynedd's Cabinet approved the proposal to close Ysgol Felinwnda on 31 December 2023, as well as permitting a consultation on the future of the current catchment area of Ysgol Felinwnda to agree which school, or schools, will serve as a future catchment school for the children of Ysgol Felinwnda's current catchment area.

3.2 The Consultation

As part of the process of reviewing the future of the Felinwnda catchment area, a consultation on the future of the current catchment area was undertaken with the relevant consultees between 24 September and 22 October 2024. The original intention was to hold the consultation during the 2024 summer term but as a result of the election, the consultation had to be delayed until September.

The relevant consultees included:

- All residents of Ysgol Felinwnda's current catchment area
- Governing Bodies of Ysgol Llandwrog, Ysgol Bontnewydd, Ysgol Bro Llifon and Ysgol Rhostryfan
- Cylch Meithrin Dinas and Llanwnda
- Llanwnda Community Council
- Llanwnda Ward Local Member
- Canolfan Bro Llanwnda, and
- The Church in Wales

On 20 September 2024 a letter was sent to every dwelling/household in the current Ysgol Felinwnda catchment area to notify them of the consultation, and to explain how to take part. A notification in the form of an e-mail was sent to the rest of the consultees listed above. The notification included a link to a specific page on Cyngor Gwynedd's website, where the documentation of the consultation was issued as well as the response form.

Then on 24 September, the consultation document, response form and associated impact assessments were published on the Cyngor Gwynedd website. The impact assessments included:

- Community impact assessment
- Welsh Language Impact Assessment
- Assessment of the impact on transport arrangements
- Impact Assessment on the Well-being of Future Generations Act
- Equality Impact Assessment

The consultation sought the views of specific stakeholders regarding which school, or schools should serve the Ysgol Felinwnda catchment area in the future, by seeking their views on the following options:

- **Option 1** - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog
- **Option 2** - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd
- **Option 3** - Divide the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd
- **Option 4** - Alternative Option (An opportunity for respondents to offer an alternative option)

During the consultation period, Cyngor Gwynedd officers held "drop-in sessions" on 7 October 2024 at Canolfan Bro Llanwnda, to give stakeholders an opportunity to ask questions and get clarification on any aspect relevant to the consultation on the future of the Ysgol Felinwnda catchment area. There was also an opportunity for those who attended to receive hard copies of any documentation relevant to the consultation. Six persons attended the drop-in session.

3.3 Results of the consultation

Eleven responses to the consultation were received including responses from residents in the Ysgol Felinwnda catchment area, Governing Bodies as well as a response from representatives of a local nursery education and childcare providers.

Below is a summary of the comments received on the options proposed in the consultation document as well as any alternative options. Following this, the general themes that emerged from the responses received to the consultation are summarised.

A full analysis of the responses received can be found in **Appendix 1**.

3.4 Comments on the Options:

Support for Option 1 - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog

Option 1 received the most support, with five out of the 11 respondents noting this as the preferred option. The reasons for this included:

- It would "protect a small rural school by sending the children to Ysgol Llandwrog".
- The strong connection that has existed over the last few years between Ysgol Felinwnda and Ysgol Llandwrog.
- It would ensure that the connection and the natural progression between Cylch Meithrin Dinas and Llanwnda (located in Canolfan Bro Llanwnda) and Ysgol Llandwrog will continue.
- It would bring two similar catchment areas together. Ysgol Felinwnda's current catchment area is a rural one, which would be similar to the ethos and nature of Ysgol Llandwrog catchment area.
- The option would favour and protect Cylch Meithrin Dinas and Llanwnda and Canolfan Bro Llanwnda best.

Support for Option 2 - Transfer the entire Felinwnda catchment area to Ysgol Bontnewydd catchment area

The option to transfer the entire catchment area to the Ysgol Bontnewydd catchment area was favoured by two out of 11 responses. One respondent noted that the vast majority of the area's learners already attended Ysgol Bontnewydd and that was a pattern that had been established for many years. In the same response it was noted that as parents they would wish to see their child attending Ysgol Bontnewydd. Another respondent noted that they favoured option 2 as it would give the option for parents to choose a community school (such as Ysgol Bontnewydd), which was not school with a church status (as is the case with Ysgol Llandwrog).

Alternative options

Three out of 11 respondents noted the 'Other' option as the preferred option. The alternative options and their advantages, as noted by the respondents, are listed in the table below:

	Alternative Option	The advantages noted by the respondents
A	<i>"Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas"</i>	<i>"This option will ensure that the freedom to choose will remain, ensuring that the catchment area status will continue to impact Ysgol Llandwrog and Ysgol Bontnewydd in an equal manner, and that the population of the Felinwnda catchment area will benefit from the stronger right for a place and the transport offer in relation to their chosen school. The comparatively small population of the Felinwnda catchment area, as well as the flexibility in terms of out-of-catchment area pupils' access to schools in Gwynedd, mean that there will not be a substantial impact in terms of being able to plan places where the Ysgol Bontnewydd and Llandwrog catchment areas overlap. There is no legislative barrier for catchment areas to overlap."</i>

B	"... Option 3 to be modified based on the area and the rural community"	<i>"Any boundary drawn-up between the two areas should be visible and understandable to all - and sensible to the area and the community."</i>
C	<i>"... use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries. Following the road from afon Gwyrfai to Llanwnda Roundabout, the settlements to the east of the road (the villages of Dinas and Llanwnda) joining the Bontnewydd catchment area, with the rural area east of the road joining the Llandwrog catchment area."</i>	<i>"The analysis of the transport would be clearer, because most of the area will be able to follow a safe path to the school. It would ensure that one cylch meithrin is located within either catchment area. It would show Plaid Cymru's commitment to support rural schools. This option would approach 50% of dwellings transferring to either catchment area. Arranging transport would be clearer for the county, as there would not be a need to arrange buses to Bontnewydd and, by encouraging children of the rural area to use the transport to Ysgol Llandwrog, the county would show that they are taking positive steps to reduce the traffic levels in the village, thus improving community safety and reducing carbon levels."</i>

3.5 General Themes:

Travel Arrangements

One respondent stated that they lived closer to Ysgol Bontnewydd, and that being included within the Ysgol Bontnewydd catchment area would mean that they could walk or cycle safely to school.

Some noted that they had not been convinced that Option 1 would have the most implications in terms of travelling costs in reality, and it was noted that the actual cost of any option would be dependent on *"the exact numbers and the location of pupils and their choice of school, and how many will travel to school outside the catchment area – whichever option is chosen."*

Cylch Meithrin Dinas and Llanwnda

It was noted in response from representatives of the local education and childcare provision that the wish of Cylch Meithrin Dinas and Llanwnda would to be included within the catchment area of Ysgol Llandwrog, as the only 'cylch' that feeds the school. It was noted that Option 2 (transfer the catchment area to the Ysgol Bontnewydd catchment area) would not ensure the viability of the Cylch, because a Cylch Meithrin already existed on the Ysgol Bontnewydd site. The same concerns were noted about Option 3, as this would mean that Cylch Meithrin Dinas and Llanwnda would be located within the Ysgol Bontnewydd catchment area. Concern was expressed that Option 3 would not ensure the Cylch's sustainability, and the financial and community side effect that this could have on the Ganolfan. The institution was also disappointed that no impact assessment of the Cylch had been included in the consultation documentation. One respondent noted that they were disappointed that the catchment area of the local cylch had not been considered as the Dinas and Llanwnda Cylch was *"an extremely important stream that feeds Ysgol Llandwrog"*.

Capacity of Ysgol Bontnewydd

Some of the respondents noted concern about lack of capacity in the new Ysgol Bontnewydd building to admit more learners. One of the respondents noted concern that implementing option 2 or 3 could mean that learners would transfer to a school that would be in a transitional building period of two years or more.

Historical Tendencies

In one response it was highlighted that a vast percentage of the population of the Ysgol Felinwnda catchment area had been attending Ysgol Bontnewydd over the last five years.

"... The population of the Felinwnda Catchment Area have already for many years chosen which school to attend, with the vast majority choosing out-of-catchment-area schools. An average of 64% [of learners in the Ysgol Felinwnda catchment area] over the last five years (3.1) have chosen Ysgol Bontnewydd with an average of a little over 12% having chosen Ysgol Llandwrog ..."

Protecting rural schools

Some responses were received that emphasised the need to protect rural schools such as Ysgol Llandwrog.

"Protect a small rural school by sending the children to Ysgol Llandwrog."

"The future of rural schools such as Llandwrog has to be ensured and this is an excellent opportunity to expand this school's area. Cluster villages with roots in the communities and the villages with a high level of Welsh speakers must be included in the Ysgol Llandwrog area to ensure that the language prospers and that nearby villages continue to be Welsh speaking."

3.6 Impact on the Welsh Language

In accordance with the Welsh Language Standards, which require the Authority to consider the effects of policy decisions it makes on the Welsh language, as part of the consultation, additional specific questions were asked relating to the impact on the Welsh language.

The responses received are noted in the tables below. The comments below contain a mixture of direct quotes and paraphrasing (where permission was not received to publish the responses). The paraphrased text has been **highlighted**.

D1: In your opinion, what effects, if any (positive or adverse) would the options have on opportunities for people to use the Welsh language, or on not treating the Welsh language less favourably than English
No difference in terms of impact. The designations of Bontnewydd and Llandwrog Schools are the same, and the profiles are very similar. It is anticipated that the impact on the Welsh language will be consistent across the 3 Options prior to the consultation document and the alternative Option proposed in this response.
<u>An adverse effect on the Cylch Meithrin could lead to the loss of Welsh-medium education provision in the area.</u>
With the language of a yard so easily changing to English, a Welsh school like Llandwrog can promote the language better with non-Welsh speaking pupils being immersed in the language

D2: In your opinion, would it be possible to draw up or modify the options to ensure that they have positive effects, or more positive effects on opportunities for people to use the Welsh language, or on not treating the Welsh language less favourably than the English

Prioritising Ysgol Llandwrog and ensure that rural villages serve a rural school

D3: In your opinion, would it be possible to draw up or modify the options to ensure that they do not have adverse effects, or have less adverse effects on opportunities for people to use the Welsh language, or on not treating the Welsh language less favourable than English

[No response received.]

3.7 Reasoning and justification for recommending the decision

3.7.1. Appraising the options

Below is a list of the options considered for the future of the Ysgol Felinwnda catchment area. Option 4 and Option 5 were proposed by stakeholders during the consultation.

Option 1	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog
Option 2	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd
Option 3	Divide the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd
Option 4	<i>"Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas"</i>
Option 5	<i>"... use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries."</i>

The comments submitted by the consultees on the individual options have been summarised in **Appendix 2**.

Following the consideration of the comments received in the consultation, together with the results of the impact assessments, an appraisal of the above options was completed to summarise the best features of every option.

A copy of the full options appraisal has been included in **Appendix 3**.

3.7.2 The Preferred Option

Following the appraisal of all the options, the option recommended as the preferred option is:

"Option 2: Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd"

The following table summarises the reasons for favouring Option 2, and consequently rejecting every other option:

Option	Description	Reason for preferring / disregarding
Option 1	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog.	- Higher transport costs are anticipated (compared with Option 2 and 3). - Ysgol Llandwrog is not the nearest school to most of the homes in the catchment area (62% are closer to Ysgol Bontnewydd). - The option does not correspond with the current choice of most of the catchment area learners. 57% of learners in the Felinwnda catchment area have already chosen to attend Ysgol Bontnewydd. Only 25% of the learners choose to attend Ysgol Llandwrog.
Option 2 *The Preferred Option*	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd	- This option would enable all the Felinwnda catchment area learners to stay together. - This option would correspond with the current choice of most of the catchment area learners (57% of the Felinwnda catchment area learners already choose to attend Ysgol Bontnewydd). - Ysgol Bontnewydd is the nearest school to most of the homes in the catchment area (62% of catchment area homes are closer to Ysgol Bontnewydd). - It is anticipated that this option would offer lower transport costs than all the other options (with the exception of Option 3 - Transport costs of approximately £55,000 per year are anticipated with Option 3 as well).
Option 3	Divide the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd.	Subject to parents' choice, this option could lead to dividing the learners of the Felinwnda catchment area.
Option 4	<i>"Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas"</i>	- Planning transport provision in such a catchment area (dual catchment area) may lead to higher travel costs (compared to Option 2 and 3) as a transport provision will need to be provided to the catchment area learners to two different schools. - The Authority has a statutory duty to plan places for the catchment area children, and a dual catchment area can be more challenging in terms of clarity of numbers.
Option 5	<i>"... use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries."</i>	- It is anticipated that there would be higher transport costs (compared with Option 2 and 3). - Subject to the parents' choice, this option may lead to dividing the learners of the Felinwnda catchment area.

3.7.3 Impact Assessments

Impact Assessments on the community, travel arrangements and the Welsh language were published as part of the consultation documentation. Following the consultation, a further assessment of all the options was conducted, including the additional alternative options (Option 4 and 5), taking into consideration any further information received as a result of the consultation.

A summary of the results of the impact assessments of the preferred option can be seen below, and the full assessments can be seen in **Appendix 4**.

Community Impact Assessment

The assessment of the likely impact on the community shows that the option of transferring the entire Felinwnda catchment area to the Ysgol Bontnewydd catchment area would not have a direct significant impact on the community. As a number of parents of children in the Felinwnda catchment area already chose to send their children to Ysgol Bontnewydd, it was not anticipated that families with young children would leave the community should the entire Felinwnda catchment area be transferred to the Ysgol Bontnewydd catchment area. A Cylch Meithrin is located in Canolfan Bro Llanwnda and many other events are held at the Ganolfan. The assessment does not anticipate a direct negative impact on Cylch Meithrin Dinas and Llanwnda stemming from the proposal to modify the primary school catchment area boundaries. We welcome the successful cooperation that already happens between Cylch Meithrin Dinas and Llanwnda and Ysgol Llandwrog, and the Authority does not wish for the adaptation of the primary school's catchment area boundaries to have an impact on this successful cooperation. As an Authority we will monitor the situation and the Cylch and the community will be able to call on Cyngor Gwynedd's services for support should any negative impact derives from the proposal, should the proposal be implemented.

Impact Assessment on travel arrangements

In accordance with the Cyngor Gwynedd transport policy, the authority would need to offer transport to children who live over two miles from the catchment area school or if it is considered that the pedestrian routes to the school are dangerous. Based on the primary learners of primary age who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no suitable pedestrian route for the Felinwnda catchment area learners to reach Ysgol Bontnewydd, it is anticipated that transport costs of approximately £55,000 per year would derive from implementing this option. This means that there are lower transport costs associated with transferring the Felinwnda catchment area entirely to Ysgol Bontnewydd compared to the alternative options (with the exception of Option 3 – Transport costs of around £55,000 per year are anticipated with Option 3 as well).

Impact Assessment on the Welsh language

The assessment of the likely impact on the Welsh language shows that transferring the entire Felinwnda catchment area to the Ysgol Bontnewydd catchment area is unlikely to have a negative impact on the language used by learners in formal contexts at the school as Ysgol Bontnewydd follows the 'Gwynedd Education Language Policy' like every other school. It is anticipated that there would be a neutral impact on the informal language used, as 90% of Ysgol Bontnewydd learners come from Welsh-speaking homes. Likewise, as in every primary school in Gwynedd (bar one), Ysgol Bontnewydd is a Category 3 Welsh medium school.

4. Further Considerations:

As well as the impact assessments noted above, the impact of the favoured option on equality characteristics, the Welsh language and the socio-economic disadvantage as well as its impact on the Well-being of Future Generations Act, was assessed. These assessments can be found in **Appendix 4**, and their conclusions are summarised below.

Impact assessment on the equality characteristics, the Welsh language and socio-economic disadvantage

The impact assessment on the equality characteristics, the Welsh language and the socio-economic disadvantage notes that 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. As a result, it is not anticipated that implementing this option would have a negative impact on the equality characteristics such as race, gender, disability, language or belief and age. Should the proposal to transfer the entire Ysgol Felinwnda catchment area to the Ysgol Bontnewydd catchment area be implemented, then full consideration would be given to the needs of learners with Additional Learning Needs and Inclusion including accessibility and transport issues. As a result, it is not anticipated that this option will have a negative impact on these characteristics.

Well-being of Future Generations Act Assessment

Following consideration and an assessment in line with the requirements of the Well-being Act, the conclusion was reached that the proposal did satisfy the seven well-being goals within the Act, and the Council's well-being objectives. This proposal will allow the Council to respond to and meet the children's needs today, and also strengthen their future well-being.

5. Conclusion

Therefore, it is recommended that the preferred option is approved, namely to transfer the entire Ysgol Felinwnda catchment area to the Ysgol Bontnewydd catchment area. It is concluded that this option is the most appropriate proposal for the reasons noted in section 3.7.2 of this report.

The recommendation is to approve the preferred option following the consideration of a range of options that were fully evaluated by comparing the main advantages and disadvantages against specific factors. The evaluation of the full options can be seen in **Appendix 3**.

Following consideration of all the comments received during the consultation period (**Appendix 1**), it is considered that the preferred option continues to offer the best option for the future of the Ysgol Felinwnda catchment area.

6. Next Steps

Subject to the Cabinet's decision, these are the next steps of the process to review the catchment area together with an outline timetable:

Outline Timetable	Next Steps
February 2025	Share the decision with all relevant stakeholders.
1 March 2025	Implement the proposal to transfer the entire Ysgol Felinwnda catchment area to the Ysgol Bontnewydd catchment area.

7. Views of the Statutory Officers

Chief Finance Officer:

“There is no choice but to come do a decision on the catchment area and as highlighted in the Travel Effect Assessment there is a financial cost to all of them. I do not believe therefore that there are specific financial matters that need to be drawn to the Cabinet’s attention when weighing up the favoured option. The recommended option is among those with the lower financial costs.”

Monitoring Officer:

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

List of Appendices:

Appendix 1 - [Analysis of the responses to the consultation](#)

Appendix 2 - [Summary of the consultees’ observations on the individual options](#)

Appendix 3 - Options Appraisal

Appendix 4 - Impact Assessments

Appendix 5 – Local Member’s Comments

List of Background Documents:

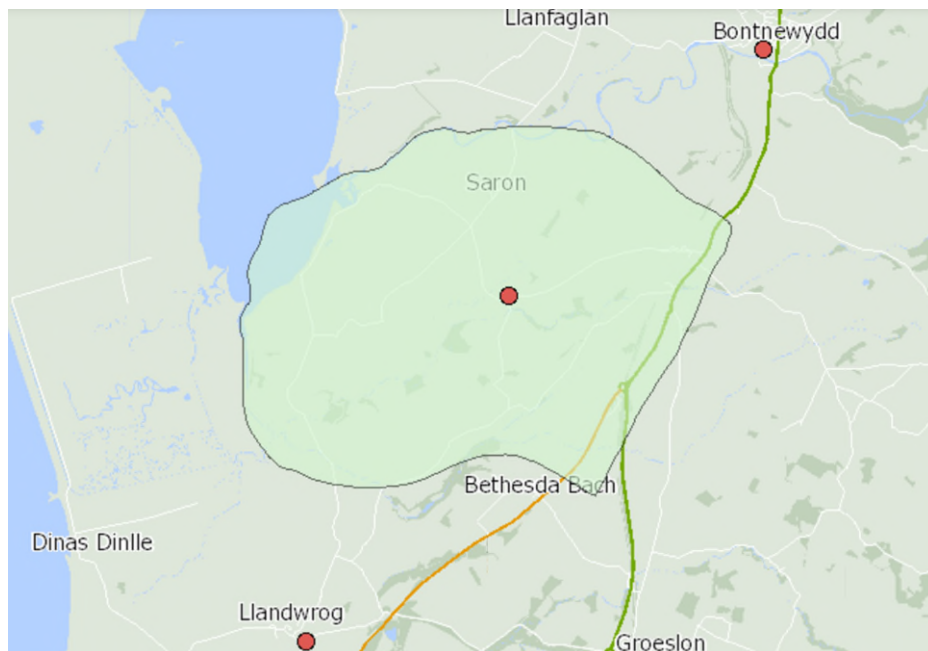
Consultation documents - [Review of the Felinwnda Catchment Area](#)

				The options below have been added following the consultation	
	Option 1	Option 2	Option 3	Option 4	Option 5
	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog	Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd	Split the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd	<i>Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas</i>	<i>Use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries.</i>
Catchment Area	Allow all the Ysgol Felinwnda catchment area learners to stay together, subject to parents' choice.	Allow all the Ysgol Felinwnda catchment area learners to stay together, subject to parents' choice.	Subject to parents' choice, this option could lead to separating the Felinwnda catchment area learners.	Allow all the Ysgol Felinwnda catchment area learners to stay together, subject to parents' choice.	Subject to parents' choice, this option could lead to separating the Felinwnda catchment area learners.
The capacity of the alternative schools	It is anticipated that there will be sufficient capacity at Ysgol Llandwrog to receive new/additional learners from the Ysgol Felinwnda catchment area.	It is anticipated that there will be sufficient capacity at Ysgol Bontnewydd to receive new/additional learners from the Ysgol Felinwnda catchment area.	It is anticipated that there will be sufficient capacity at Ysgol Llandwrog and Ysgol Bontnewydd to receive new/additional learners from the Felinwnda catchment area.	It is anticipated that there will be sufficient capacity at Ysgol Bontnewydd and Ysgol Llandwrog to receive new/additional learners from the Ysgol Felinwnda catchment area.	It is anticipated that there will be sufficient capacity at Ysgol Llandwrog and Ysgol Bontnewydd to receive new/additional learners from the Felinwnda catchment area.
Schools that the children of the Ysgol Felinwnda catchment area already attend	Only 25% of the area's learners already choose to attend Ysgol Llandwrog. This option would not comply with the current choice of the majority of learners from the Ysgol Felinwnda catchment area.	57% of the area's learners already choose to attend Ysgol Bontnewydd. This option would comply with the current choice of the majority of learners from the Ysgol Felinwnda catchment area.	Many learners from the Felinwnda catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%).	Many learners from the Felinwnda catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%).	Many learners from the Felinwnda catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%).
Geographical Factors	Ysgol Llandwrog is located closer to 36% of the Felinwnda catchment area	Ysgol Bontnewydd is located closer to 62% of the Felinwnda catchment	Ysgol Bontnewydd is closer to 62% of the houses in the Felinwnda catchment	Ysgol Bontnewydd is closer to 62% of the houses in the Felinwnda catchment	Ysgol Bontnewydd is closer to 62% of the houses in the Felinwnda catchment

	homes than any other school.	area homes than any other school.	area than any other school. Ysgol Llandwrog is closer to 36% of the houses in the Felinwnda catchment area than any other school. This option would mean that the catchment area is separated according to the houses that are geographically closer to the schools in question.	area than any other school. Ysgol Llandwrog is closer to 36% of the houses in the Felinwnda catchment area than any other school.	area than any other school. Ysgol Llandwrog is closer to 36% of the houses in the Felinwnda catchment area than any other school. This option would not divide the catchment area according to the houses that are geographically closer to the schools in question.
Travelling (In accordance with the Cyngor Gwynedd Transport Policy, transport would need to be offered to learners who live over two miles from the catchment area school or if pedestrian routes to the school are dangerous)	Based on the primary age learners who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no safe pedestrian route for the Felinwnda catchment area learners to reach Ysgol Llandwrog, transport would need to be offered to all the learners in the catchment area. It is anticipated that the transport costs would be approximately £78,000 deriving from implementing this option. This means that there are higher transport costs associated with transferring the Felinwnda catchment area entirely to the Ysgol Llandwrog	Based on the primary age learners who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no suitable pedestrian route for the Felinwnda catchment area learners to reach Ysgol Bontnewydd, it is anticipated that the transport costs would be approximately £55,000 per year deriving from implementing this option. This means that there are lower transport costs associated with transferring the Felinwnda catchment area entirely to Ysgol Bontnewydd compared to the alternative options (except for Option 3).	Based on the primary age learners who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no suitable pedestrian route for the Felinwnda catchment area learners to reach Ysgol Bontnewydd or Ysgol Llandwrog, it is anticipated that transport costs of approximately £55,000 per year would derive from implementing this option. This means that there are lower transport costs associated with implementing this option compared to the alternative options (except for Option 2).	Based on the primary age learners who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no suitable pedestrian route for the Felinwnda catchment area learners to reach Ysgol Bontnewydd or Ysgol Llandwrog, it is anticipated that transport costs of approximately £90,000 per year would derive from implementing this option. This means that there are higher transport costs associated with implementing this option (compared with option 2 and option 3).	Based on the primary age learners who currently live in the Felinwnda catchment area (January 2025), and as a result of the fact that there is no suitable pedestrian route for the Felinwnda catchment area learners to reach Ysgol Bontnewydd or Ysgol Llandwrog, it is anticipated that transport costs of approximately £78,000 per year would derive from implementing this option. This means that there are higher transport costs associated with implementing this option (compared with option 2 and option 3).

	catchment area (compared to option 2 and 3).				
The Community	The assessment of the likely impact on the community shows that the option is not anticipated to have a direct significant impact on the community. A Cylch Meithrin is located in the Bro Llanwnda Centre and there are many other events being held in the Centre, therefore it is not anticipated that implementing this option would have an impact on this. As a number of parents of children in the Felinwnda catchment area already choose to send their children to Ysgol Llandwrog, it is not anticipated that families with young children would leave the community should this option be implemented.	The assessment of the likely impact on the community shows that the option is not anticipated to have a direct significant impact on the community. A Cylch Meithrin is located in the Bro Llanwnda Centre and there are many other events being held in the Centre, therefore it is not anticipated that implementing this option would have an impact on this. As a number of parents of children in the Felinwnda catchment area already choose to send their children to Ysgol Bontnewydd, it is not anticipated that families with young children would leave the community should this option be implemented.	The assessment of the likely impact on the community shows that the option is not anticipated to have a direct significant impact on the community. A Cylch Meithrin is located in the Bro Llanwnda Centre and there are many other events being held in the Centre, therefore it is not anticipated that implementing this option would have an impact on this. As a number of parents of children in the Felinwnda catchment area already choose to send their children to Ysgol Bontnewydd or Ysgol Llandwrog, it is not anticipated that families with young children would leave the community should this option be implemented.	The assessment of the likely impact on the community shows that the option is not anticipated to have a direct significant impact on the community. A Cylch Meithrin is located in the Bro Llanwnda Centre and there are many other events being held in the Centre, therefore it is not anticipated that implementing this option would have an impact on this. As a number of parents of children in the Felinwnda catchment area already choose to send their children to Ysgol Bontnewydd or Ysgol Llandwrog, it is not anticipated that families with young children would leave the community should this option be implemented.	The assessment of the likely impact on the community shows that the option is not anticipated to have a direct significant impact on the community. A Cylch Meithrin is located in the Bro Llanwnda Centre and there are many other events being held in the Centre, therefore it is not anticipated that implementing this option would have an impact on this. As a number of parents of children in the Felinwnda catchment area already choose to send their children to Ysgol Bontnewydd or Ysgol Llandwrog, it is not anticipated that families with young children would leave the community should this option be implemented.
The Welsh Language	The assessment of the likely impact on the Welsh language shows that this option is not anticipated to have a negative impact on the language because Ysgol Llandwrog follows the 'Gwynedd Education Language Policy' like every other school. Likewise, as	The assessment of the likely impact on the Welsh language shows that this option is not anticipated to have a negative impact on the language because Ysgol Bontnewydd follows the 'Gwynedd Education Language Policy' like every other school. Likewise, as	The assessment of the likely impact on the Welsh language shows that this option is not anticipated to have a negative impact on the language because Ysgol Llandwrog and Ysgol Bontnewydd follow the 'Gwynedd Education Language Policy' like every	The assessment of the likely impact on the Welsh language shows that this option is not anticipated to have a negative impact on the language because Ysgol Llandwrog and Ysgol Bontnewydd follow the 'Gwynedd Education Language Policy' like every	The assessment of the likely impact on the Welsh language shows that this option is not anticipated to have a negative impact on the language because Ysgol Llandwrog and Ysgol Bontnewydd follow the 'Gwynedd Education Language Policy' like every

	in every primary school in Gwynedd (bar one), Ysgol Llandwrog is a Category 3 Welsh medium school.	in every primary school in Gwynedd (bar one), Ysgol Bontnewydd is a Category 3 Welsh medium school.	other school. Likewise, as in every primary school in Gwynedd (bar one), Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh medium schools.	other school. Likewise, as in every primary school in Gwynedd (bar one), Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh medium schools.	other school. Likewise, as in every primary school in Gwynedd (bar one), Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh medium schools.
Recommendation	DISREGARD	FAVOUR	DISREGARD	DISREGARD	DISREGARD



Community Impact Assessment Report - Ysgol Felinwnda Catchment Area

1. Background Information

1.1 The Area

The catchment area of Felinwnda is located on the outskirts of Caernarfon, and serves the villages and area nearby. According to the 2021 Census 1,421 people live in the Llanwnda ward.

In September 2024 there were 52 learners aged between 3-11 living in the Ysgol Felinwnda catchment area, with 57% of those pupils attending Ysgol Bontnewydd and 25% attending Ysgol Llandwrog.

1.2 The Economy

According to the 2021 census, 60.1% of people aged 16 years and over within the Llanwnda ward are economically active, and 0.2% of these are unemployed. 38.3% of people in the same age group are economically inactive, with 2.5% of these being long-term ill or disabled. The type of industry in which the population is active varies in the area, with the highest rate (26%) working in professional occupations.

(Source: 2021 Census, Office for National Statistics)

According to the 'Welsh Index of Multiple Deprivation (2019)', the employment rate of the Llanwnda ward, compared to other wards in Wales, is ranked 1254 out of 1909 LSOAs (Lower Super Output Areas) in Wales, which places it in the least deprived 50%.

1.3 Deprivation

The Llanwnda Ward is rated within the 50% least deprived wards in Wales (ranked 1046 of 1909).

Several fields draw up these general indexes, including income, employment, health, education, access to services, community safety, physical environment and housing.

Nevertheless, it is noted that the Llanwnda Ward is within the 20-30% most deprived areas in Wales in the field of 'Housing'. The indicators of this field are the proportion of people who live in an overcrowded home (bedroom use), and the proportion of people living in homes that do not have central heating.

In addition, the Llanwnda ward is within the 10% most deprived areas in Wales in the 'access to services' field, i.e., deprivation, as people are unable to access the various services considered essential for daily living. The indicators include the average public transport and private travel times to a number of services such as supermarkets, surgeries, primary and secondary schools, post office, public library, pharmacy, leisure centre and private travel time to a petrol station.

There is a summary below of how the Llanwnda area is located in the context of other areas in Wales according to the Wales Index of Multiple Deprivation (2019):

Area	Rank in Wales, out of 1909 LSOA areas. (1 = most deprived and 1909 = least deprived)	Most deprived % in Wales
Employment	1254	
Income	1092	
Health	1435	
Education	1437	
Housing	388	Within the 20-30% most deprived
Physical environment	1020	
Access to services	116	Within the 10% most deprived
Community safety	1513	

1.4 The Community

A number of activities are held in the Llanwnda Ward, including;

- Sensori Sara
- Reading Club
- Ras Rhostryfan
- Coffee morning
- Cylch Meithrin
- Merched y Wawr
- Zumba
- Y Gymdeithas

In addition, there are several facilities in the catchment area, including a community centre, shops, garage, public transport, narrow gauge railway station and children's play area.

1.5 Summary of the various facilities in the community of Felinwnda (September 2024)

	Felinwnda
Community Centre / Village Hall	✓
Chapel/Church	✓
Public Transport	✓
Shop	✓
Café/Pub	
Post Office	
Pharmacy	
Library	
Children's Playing Field	✓
Bank	
Residential Home for the Elderly	
Leisure Centre	
Garage	✓
Tourism Attraction	✓

2. Schools in the nearby catchment areas

2.1 Context of the schools in the alternative catchment areas according to Estyn Inspection Reports

As part of Estyn reports, the schools are placed within their context, and their community connections are detailed. This is the context given to Ysgol Llandwrog and Ysgol Bontnewydd by Estyn inspectors.

Ysgol Llandwrog

"Ysgol Gynradd Llandwrog is situated in the village of Llandwrog, approximately six miles from the town of Caernarfon."

Source: Estyn Report, July 2019

Ysgol Bontnewydd

"Ysgol Gynradd Bontnewydd is situated in the village of Bontnewydd, approximately two miles from the town of Caernarfon in Gwynedd. It serves the village and the surrounding area, including the villages of Caeathro and Llanfaglan."

Source: Estyn Report, February 2017

2.2 Schools' statistical information

School	Capacity		Numbers (September 2023)		Surplus Places R -Yr 6	Legal Category	Linguistic Category
	N	R-Yr 6	N	R-Yr 6			
Bontnewydd	26	182*	28	180	2 (1%)	Community	**3
Llandwrog	10	75	8	29	46 (61%)	Voluntary Controlled Status (VC) The Church in Wales	**3

**It is anticipated that the new Ysgol Bontnewydd building will have a capacity of 210 (Reception to Yr 6) and 30 nursery.*

***The definition of Category 3 is a school with a strong Welsh ethos, supporting and enabling the learners to use the Welsh language in all social contexts in and outside the school.*

2.3 Schools that children in the Felinwnda catchment area attend

According to the September 2024 census, there were 52 primary age learners living in the Felinwnda catchment area.

The table below indicates to which schools the learners who live in the Felinwnda catchment area have attended over the last 5 years.

School	2020	2021	2022	2023	2024
Felinwnda	18%	4%	7%	6%	CLOSED
Llandwrog	12%	10%	10%	13%	25%
Bontnewydd	62%	80%	64%	61%	57%
Maesincla	0	0	2%	0%	0%
Rhostryfan	2%	0	0	6%	6%
Y Gelli	0	0	0	0	0%
Yr Hendre	4%	2%	10%	6%	0%
Other	2%	4%	7%	8%	12%

Source: September 2020-2024 Census

3. Assessment of the probable impact on the community

Positive	Neutral	Negative

OPTION 1: TRANSFER FELINWYNDY CATCHMENT AREA IN ITS ENTIRETY TO THE YSGOL LLANDWYDROG CATCHMENT AREA

Impact Criteria	Description	Status of the impact and the work
Impact on Health and Well-being	It is not anticipated that the transfer of the Felinwyndy catchment area as a whole to the Ysgol Llandwydrog catchment area would affect this criteria.	Neutral
Implications of the change on public transport provisions	Public bus (number G6) runs between the village of Saron and Llandwydrog already, but there is no bus which offers transport between the villages of Dinas, Llanwyndy and Llandwydrog. It is not anticipated that the option would have an impact on the provision of public transport.	Neutral
The impact on broader community safety	It is not anticipated that transferring the Felinwyndy catchment area as a whole to the Ysgol Llandwydrog catchment area will affect broader community safety.	Neutral
Would the option encourage families and school-age children to leave the community, or would young families be less likely to move to the community	Ysgol Llandwydrog is located approximately 2 miles from Ysgol Felinwyndy catchment area, and a significant portion (25%) of children from the catchment area already attend Ysgol Llandwydrog. As a result, it is not anticipated that families with young children would leave the community should the Felinwyndy catchment area as a whole be transferred to the Ysgol Llandwydrog catchment area.	Neutral
Impact on other services provided locally	A Cylch Meithrin is located at Canolfan Bro Llanwyndy. No direct negative impact on the Dinas and Llanwyndy Cylch Meithrin is anticipated as a result of modifying the boundaries of the primary school's catchment area. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas a Llanwyndy and Ysgol Llandwydrog, and the Authority does not wish that modifying the boundaries of the primary school's catchment area to have an impact on this successful collaboration. A number of other events are also held at the Centre. It is not anticipated that this option would have a significant direct impact on other services provided locally, and the community use of the Llanwyndy Community Centre.	Neutral
Detrimental effect on the community's broader economy	As some of the children from the Felinwyndy catchment area already attend Ysgol Llandwydrog, it is not anticipated that the transfer of the entire Felinwyndy catchment area to the Ysgol Llandwydrog catchment area would have an impact on the wider economy of the community.	Neutral
The general impact on the local community	As the learners of the Felinwyndy catchment area already attend schools outside the catchment area, it is anticipated that the change of the catchment area will not affect the current situation.	Neutral

OPTION 2: TRANSFER THE ENTIRE FELINWYNDYDD CATCHMENT AREA TO THE YSGOL BONTNEWYDD CATCHMENT AREA

Impact Criteria	Description	Status of the impact and the work
Impact on Health and Well-being	It is not anticipated that the transfer of the Felinwnda catchment area as a whole to the Ysgol Bontnewydd catchment area would affect this criteria.	Neutral
Implications of the change on public transport provisions	A number of public buses already run between the villages of Llanwnda, Dinas and Bontnewydd, but none of the buses offer transport between the villages of Saron and Bontnewydd. Public bus 12 serves between Llanwnda, Dinas and Bontnewydd, as well as a number of public buses serving between Dinas and Bontnewydd, including the T2, T22 and G4. It is not anticipated that transferring the Felinwnda catchment area as a whole to the Ysgol Bontnewydd catchment area will affect public transport provisions.	Neutral
The impact on broader community safety	It is not anticipated that transferring the Felinwnda catchment area as a whole to the Ysgol Bontnewydd catchment area will affect broader community safety.	Neutral
Would the option encourage families and school-age children to leave the community, or would young families be less likely to move to the community	Ysgol Bontnewydd is located approximately two miles from the Ysgol Felinwnda, and a high proportion (57%) of the children of the catchment area already attend Ysgol Bontnewydd. As a result, it is not anticipated that families with young children will leave the community should the Felinwnda catchment area as a whole be transferred to the Bontnewydd catchment area .	Neutral
Impact on other services provided locally	A Cylch Meithrin is located at Canolfan Bro Llanwnda. No direct negative impact on the Dinas and Llanwnda Cylch Meithrin is anticipated as a result of modifying the boundaries of the primary school's catchment area. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas a Llanwnda and Ysgol Llandwrog, and the Authority does not wish that modifying the boundaries of the primary school's catchment area to have an impact on this successful collaboration. A number of other events are also held at the Centre. It is not anticipated that this option would have a significant direct impact on other services provided locally, and the community use of the Llanwnda Community Centre.	Neutral
Detrimental effect on the community's broader economy	As a number of the Felinwnda catchment area children already attend Ysgol Bontnewydd, it is not anticipated that transferring the Felinwnda catchment area as a whole to the Ysgol Bontnewydd catchment area will affect the broader economy of the community.	Neutral
The general impact on the local community	As learners of the Felinwnda catchment area already attend out-of-catchment area schools, it is not anticipated that changing the catchment area will affect the current situation.	Neutral

OPTION 3: DIVIDE THE FELINWNTA CATCHMENT AREA ACCORDING TO THE DWELLINGS THAT ARE GEOGRAPHICALLY CLOSEST TO YSGOL LLANDWROG AND YSGOL BONTNEWYDD

Impact Criteria	Description	Status of the impact and the work
Impact on Health and Well-being	It is not anticipated that this option would affect this criteria.	Neutral
Implications of the change on public transport provisions	For the learners who live geographically closest to Ysgol Llandwrog, public bus (number G6) already runs through the villages of Saron and Llandwrog, but no bus offers transport between the villages of Dinas, Llanwnda and Llandwrog. For learners who live geographically closest to Ysgol Bontnewydd, several public buses already run between the villages of Llanwnda, Dinas and Bontnewydd, but none of the buses offer transport between the villages of Saron and Bontnewydd. Public bus no.12 serves between Llanwnda, Dinas and Bontnewydd, as well as several public buses serving between Dinas and Bontnewydd, including the T2, T22 and G4. It is not anticipated that implementing this option would have an impact on the provision of public transport. Should the learners of the Felinwnda catchment area take advantage of this public transport provision, the number of those learners would be relatively low and therefore, it is not anticipated that this option would affect the public transport provisions.	Neutral
The impact on broader community safety	It is not anticipated that this option would affect wider community safety.	Neutral
Would the option encourage families and school-age children to leave the community, or would young families be less likely to move to the community	Ysgol Llandwrog and Ysgol Bontnewydd are located approximately 2 miles from the Ysgol Felinwnda catchment area, and a high percentage of the children from the catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%). As a result, it is not anticipated that families and young children would leave the community if this option were implemented.	Neutral
Impact on other services provided locally	A Cylch Meithrin is located at Canolfan Bro Llanwnda. No direct negative impact on the Dinas and Llanwnda Cylch Meithrin is foreseen as a result of modifying the boundaries of the primary school's catchment area. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas a Llanwnda and Ysgol Llandwrog, and the Authority does not wish that modifying the boundaries of the primary school's catchment area would have an impact on this successful collaboration. A number of other events are also held at the Centre. It is not anticipated that this option would have a significant direct impact on other services provided locally, and the community use of the Llanwnda Community Centre.	Neutral
Detrimental effect on the community's broader economy	As the majority of the children from the catchment area already attend Ysgol Llandwrog and Ysgol Bontnewydd, it is not anticipated that this option would impact the broader economy of the community.	Neutral
The general impact on the local community	As learners of the Felinwnda catchment area already attend out-of-catchment area schools, it is not anticipated that changing the catchment area will affect the current situation.	Neutral

OPTION 4: PLACE THE WHOLE OF FELINWENDA CATCHMENT AREA WITHIN THE CATCHMENT AREAS OF YSGOL LLANDWROG AND YSGOL BONTNEWYDD

Impact Criteria	Description	Status of the impact and the work
Impact on Health and Well-being	It is not anticipated that this option would affect this criteria.	Neutral
Implications of the change on public transport provisions	A number of public buses already run between the villages of Llanwnda, Dinas and Bontnewydd, but none run between the village of Saron and Bontnewydd. Public bus 12 serves between Llanwnda, Dinas and Bontnewydd as well as a number of public buses serving between Dinas and Bontnewydd, including the T2, T22 and the G4. A public bus (number G6) already runs between the village of Saron and Llandwrog, but there is no bus offering transport between the village of Dinas, Llanwnda and Llandwrog. It is not anticipated that this option would have an impact on public transport provision.	Neutral
The impact on broader community safety	It is not anticipated that this option would affect wider community safety.	Neutral
Would the option encourage families and school-age children to leave the community, or would young families be less likely to move to the community	Ysgol Llandwrog and Ysgol Bontnewydd are located approximately 2 miles from the Ysgol Felinwnda catchment area, and a high percentage of the children from the catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%). As a result, it is not anticipated that families and young children would leave the community if this option were implemented.	Neutral
Impact on other services provided locally	A Cylch Meithrin is located at Canolfan Bro Llanwnda. No direct negative impact on the Dinas and Llanwnda Cylch Meithrin is foreseen as a result of modifying the boundaries of the primary school's catchment area. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas a Llanwnda and Ysgol Llandwrog, and the Authority does not wish that modifying the boundaries of the primary school's catchment area would have an impact on this successful collaboration. A number of other events are also held at the Centre. It is not anticipated that this option would have a significant direct impact on other services provided locally, and the community use of the Llanwnda Community Centre.	Neutral
Detrimental effect on the community's broader economy	As the majority of the children from the catchment area already attend Ysgol Llandwrog and Ysgol Bontnewydd, it is not anticipated that this option would impact the broader economy of the community.	Neutral
The general impact on the local community	As learners of the Felinwnda catchment area already attend out-of-catchment area schools, it is not anticipated that changing the catchment area will affect the current situation.	Neutral

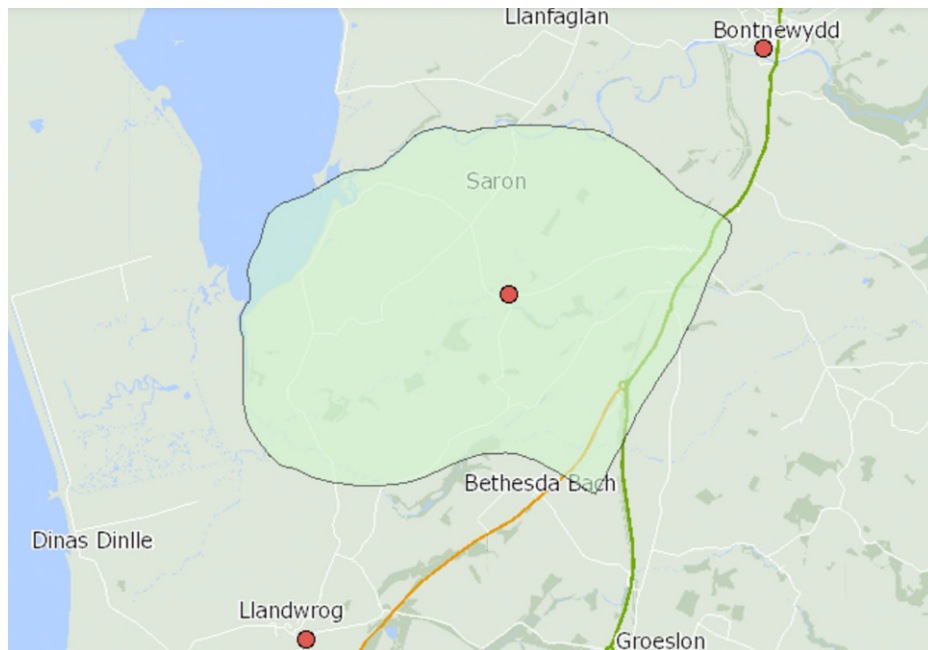
OPSIWN 5: USING SAFE ACCESS TO LÔN EIFION AS THE BOUNDARY OF THE BONTNEWYDD CATCHMENT AREA IS AN ALTERNATIVE WAY TO THINK ABOUT A MODERN CATCHMENT AREA TO MATCH THE OBJECTIVES OF THE NEW SCHOOL, BY USING THE NEW A487 ROAD AS A CLEAR WAY OF CLARIFYING THE CATCHMENT BOUNDARIES

Impact Criteria	Description	Status of the impact and the work
Impact on Health and Well-being	It is not anticipated that this option would affect this criteria.	Neutral
Implications of the change on public transport provisions	For the learners who live in houses that would be within the modified extended catchment area of Ysgol Llandwrog, a public bus (number G6) already runs between the village of Saron and Llandwrog, but there is no bus offering transport between the village of Dinas, Llanwnda and Llandwrog. For learners who live in houses within the modified extended catchment area of Ysgol Bontnewydd, a number of public buses already run between the villages of Llanwnda, Dinas and Bontnewydd, but none run between the village of Saron and Bontnewydd. Public bus 12 serves between Llanwnda, Dinas and Bontnewydd as well as a number of public buses serving between Dinas and Bontnewydd, including the T2, T22 and the G4. It is not anticipated that implementing this option would affect public transport provisions.	Neutral
The impact on broader community safety	It is not anticipated that this option would affect wider community safety.	Neutral
Would the option encourage families and school-age children to leave the community, or would young families be less likely to move to the community	Ysgol Llandwrog and Ysgol Bontnewydd are located approximately 2 miles from the Ysgol Felinwnda catchment area, and a high percentage of the children from the catchment area already attend Ysgol Llandwrog (25%) and Ysgol Bontnewydd (57%). As a result, it is not anticipated that families and young children would leave the community if this option were implemented.	Neutral
Impact on other services provided locally	A Cylch Meithrin is located at Canolfan Bro Llanwnda. No direct negative impact on the Dinas and Llanwnda Cylch Meithrin is foreseen as a result of modifying the boundaries of the primary school's catchment area. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas a Llanwnda and Ysgol Llandwrog, and the Authority does not wish that modifying the boundaries of the primary school's catchment area would have an impact on this successful collaboration. A number of other events are also held at the Centre. It is not anticipated that this option would have a significant direct impact on other services provided locally, and the community use of the Llanwnda Community Centre.	Neutral
Detrimental effect on the community's broader economy	As the majority of the children from the catchment area already attend Ysgol Llandwrog and Ysgol Bontnewydd, it is not anticipated that this option would impact the broader economy of the community.	Neutral
The general impact on the local community	As learners of the Felinwnda catchment area already attend out-of-catchment area schools, it is not anticipated that changing the catchment area will affect the current situation.	Neutral

4. Conclusion

The content of this assessment shows that it is not anticipated that the proposal to transfer Ysgol Felinwnda catchment area as a whole to Ysgol Bontnewydd catchment area would have a negative impact on the community.

It is not anticipated that any of the 5 options would encourage families of school age to leave the community, as the learners who live in Ysgol Felinwnda catchment area already attend other schools, including Ysgol Llandwrog and Ysgol Bontnewydd. Similarly, it is not predicted that young families would be less likely to move to the community if any of the 5 options were implemented.



Assessment Report on the Likely Impact on Travel Arrangements – Ysgol Felinwnda Catchment Area

1. Introduction

1.1 Cyngor Gwynedd Transport Policy

The '*Excellent Primary Education for the Children of Gwynedd*' strategy aims to limit travel from home to school to a one-way journey that is no longer than 30 minutes.

Cyngor Gwynedd provides free transport to primary-aged learners who live two or more miles from the school in their catchment area, or the nearest school (this does not include nursery pupils). Learners who receive a primary education (except for learners with additional learning needs or disabilities), are expected to walk two miles to meet any transport that is provided by Cyngor Gwynedd along the shortest route. The shortest route available is the route that the Council does not deem to be particularly dangerous, after assessing the other routes available, and these routes would be assessed in line with Cyngor Gwynedd's transport policy. The transport policy can be viewed in the [parents' handbook](#).

1.2 The Context of Ysgol Felinwnda Catchment Area

On 7 November 2023, Cyngor Gwynedd's Cabinet decided to approve the proposal to close Ysgol Felinwnda on 31 December 2023, and the current learners to transfer to a nearby alternative school, namely Ysgol Llandwrog or Ysgol Bontnewydd, in accordance with parents' choice, from 1 January 2024. In addition, transport arrangements were approved for the transitional period only, which would offer free transport to those learners who were registered at Ysgol Felinwnda at the time, and living in Ysgol Felinwnda's catchment area, to Ysgol Llandwrog or Ysgol Bontnewydd, for the remainder of the learner's period in one of those schools, in accordance with Gwynedd Council's transport policy. Lastly, the Cabinet supported a recommendation to hold a consultation on the future of Ysgol Felinwnda's current catchment area in order to agree which school, or schools, will serve as a catchment area school for the children of Ysgol Felinwnda's current catchment area in the future.

Ysgol Felinwnda's catchment area is located between the catchment area of 2 neighbouring schools, namely Ysgol Llandwrog's catchment area and Ysgol Bontnewydd's catchment area, which like Felinwnda's catchment area, is part of Ysgol Syr Hugh Owen's secondary catchment area. In January 2025, there were 47 learners between the ages of 3-11 living in Ysgol Felinwnda's catchment area.

2. The options being considered:

This assessment assess the impact of 5 options, namely:

Option 1 - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog

Option 2 - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd

Option 3 - Divide the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd

Option 4 – Place the whole of the Felinwnda catchment area within the catchment areas of Ysgol Llandwrog and Ysgol Bontnewydd

Option 5 – Use the safe access to Lôn Eifion as the boundary of the Bontnewydd catchment area is an alternative way to think of a modern catchment area to match the objectives of the new school. Using the new A487 road as a boundary is a clear way to clarify catchment boundaries

3. Assessment of the impact on transport arrangements

3.1 Assessment of walking routes in the Felinwnda area

When learners receiving primary education live less than 2 miles away from a school (or school site) in the catchment area, and are therefore not entitled to free transport, but travel to school by road the Council considers it very dangerous, free transport is provided.

The definition of a dangerous road is where the nature of the road (which includes public footpaths) means that it is not reasonable to expect learners (considering their age and with an escort as necessary) to walk relatively safely. When assessing the relative safety of a road, the Council will assess the dangers a learner could face along the specified road (including, e.g. rivers, ditches, traffic speed along the adjacent road, accidents that have occurred in the past, trees overhanging or branches that could block pedestrians or drivers from seeing, etc). The assessment must be carried out at the time of day and days of the week that learners could be expected to use the road.

At present, the Authority is not of the opinion that the walking paths that connect Ysgol Felinwnda's catchment area with Ysgol Llandwrog, or Ysgol Bontnewydd are safe (considering the age of the learners involved). As a result, each of the 5 options in question would mean that all primary age learners in the catchment area become eligible for transport to their catchment area school, subject to parental choice.

3.2 Likely impact on transport costs

Section 3.1 shows that implementing any of the 5 options would result in all primary age learners in the Felinwnda catchment area becoming eligible for transport to their catchment area school or the nearest school, due to the lack of safe walking routes. As a result, it is anticipated that additional transport costs will result from implementing of each of the options. The estimated costs of the options are detailed below.

It is important to note that calculating the cost of transport is not a simple matter. This assessment identifies the anticipated costs if all the learners who would become eligible for transport as a result of the implementation of the option, submitted an application for transport.

Option 1 – Transfer the entire Felinwnda catchment area to Ysgol Llandwrog catchment area

In accordance with Cyngor Gwynedd's transport policy, if this option is implemented, the Authority would organize taxis and a bus to transport learners from the Felinwnda catchment area to the designated catchment area school (which is Ysgol Llandwrog in this option), and as stated in the this policy, learners receiving primary or secondary education (excluding learners with additional learning needs or disabilities) are expected to walk up to 2 miles to meet any transport provided by Cyngor Gwynedd along the shortest route. The shortest route available is the one that the Council does not consider to be particularly dangerous, after assessing the other routes that could be used, and these routes would be assessed in accordance with Cyngor Gwynedd's transport policy.

Based on primary age children currently living in the Felinwnda catchment area (January 2025), if the entire Felinwnda catchment area were to transfer to the Llandwrog catchment area, then it is anticipated that the Authority would need to offer transport to 47 children at a cost of approximately **£78,250** a year.

The estimated cost has been calculated on the basis of the following:

Who would be eligible for transport	Transport Provision	Cost estimate
Learners in the Felinwnda catchment area who live over 2 miles from Ysgol Llandwrog	Bus to Ysgol Llandwrog (50 seater)	£45,000 per year
Learners in the Felinwnda catchment who live within 2 miles of Ysgol Llandwrog, but no safe walking route.	Taxi to Ysgol Llandwrog (<i>A taxi would be needed rather than a bus as the roads are narrow</i>)	£10,450 per year
Learners in the Felinwnda catchment area who live closer to Ysgol Bontnewydd, and because they live over 2 miles from the school, or live within 2 miles, but do not have a safe walking route to Ysgol Bontnewydd	Minibus to Ysgol Bontnewydd (16 seater)	£22,800 per year
	Total	£78,250 per year

Option 2 – Transfer the entire Felinwnda catchment area to Ysgol Bontnewydd catchment area

In accordance with Cyngor Gwynedd's transport policy, if this option were to be implemented, the Authority would organize taxis or minibuses to transport learners from the Felinwnda catchment area to the designated catchment area school (which is Ysgol Bontnewydd in this option), and as stated in this policy, learners receiving primary or secondary education (excluding learners with additional learning needs or disabilities) are expected to walk up to 2 miles to meet any transport provided by Cyngor Gwynedd on the length of the shortest path. The shortest route available is the one that the Council does not consider to be particularly dangerous, after assessing the other routes that could be used, and these routes would be assessed in accordance with Cyngor Gwynedd's transport policy.

Based on primary age children currently living in the Felinwnda catchment area (January 2025), if the entire Felinwnda catchment area were to transfer to the Bontnewydd catchment area, then it is anticipated that the Authority would need to offer transport to 47 children at a cost of approximately **£55,450 a year**.

The estimated cost has been calculated on the basis of the following:

Who would be eligible for transport	Transport Provision	Cost estimate
Learners in the Felinwnda catchment area who live over 2 miles from Ysgol Bontnewydd	Bus to Ysgol Bontnewydd (50 seater)	£45,000 per year
Learners in the Felinwnda catchment area who live within 2 miles of Ysgol Bontnewydd, but no safe walking route.		
Learners in the Felinwnda catchment who live closer to Ysgol Llandwrog, and because they live over 2 miles from the school, or live within 2 miles, but do not have a safe walking route to Ysgol Llandwrog	Minibus to Ysgol Llandwrog (8 seater)	£10,450 per year
	Total	£55,450 per year

Option 3 – Divide the Felinwnda catchment area according to the dwellings that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd.

In accordance with Cyngor Gwynedd's transport policy, if this option were to be implemented, the Authority would organize taxis or a minibus to transport some of the learners from the Felinwnda catchment area to the designated catchment area schools (namely Ysgol Llandwrog and Ysgol Bontnewydd), and as set out in this policy, learners receiving primary or secondary education (excluding learners with additional learning needs or disabilities) are expected to walk up to 2 miles to meet any transport provided by the Cyngor Gwynedd on the length of the shortest path. The shortest route available is the one that the Council does not consider to be particularly dangerous, after assessing the other routes that could be used, and these routes would be assessed in accordance with Cyngor Gwynedd's transport policy.

Based on primary age children who currently live in the Felinwnda catchment area (January 2025), if the Felinwnda catchment area were to be divided according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd, then it is anticipated that the Authority would need to offer transport to 47 children at a cost of approximately **£55,450 per year**.

The estimated cost has been calculated on the basis of the following:

Who would be eligible for transport	Transport Provision	Cost estimate
Learners in the Felinwnda catchment area (Bontnewydd division) who live over 2 miles from Ysgol Bontnewydd	Bus to Ysgol Bontnewydd (50 seater)	£45,000 per year
Learners in the Felinwnda catchment area (Bontnewydd division) who live within 2 miles of Ysgol Bontnewydd, but no safe walking route.		
Learners in the Felinwnda catchment (Llandwrog division) who live over 2 miles from Ysgol Llandwrog, or live within 2 miles, but have no safe walking route to Ysgol Llandwrog	Minibus to Ysgol Llandwrog (8 seater)	£10,450 per year
	Total	£55,450 per year

Option 4 - Place the whole of the Felinwnda catchment area within the catchment areas of Ysgol Llandwrog and Ysgol Bontnewydd

In accordance with Cyngor Gwynedd's transport policy, if this option were to be implemented, the Authority would organize taxis or a minibus to transport some of the learners from the Felinwnda catchment area to the designated catchment area schools (namely Ysgol Llandwrog and Ysgol Bontnewydd), and as set out in this policy, learners receiving primary or secondary education (excluding learners with additional learning needs or disabilities) are expected to walk up to 2 miles to meet any transport provided by the Cyngor Gwynedd on the length of the shortest path. The shortest route available is the one that the Council does not consider to be particularly dangerous, after assessing the other routes that could be used, and these routes would be assessed in accordance with Cyngor Gwynedd's transport policy.

Based on primary age children currently living in the Felinwnda catchment area, if the entire Felinwnda catchment area were to be placed within the catchment areas of Ysgol Llandwrog and Ysgol Bontnewydd, then it is anticipated that it would be necessary to offer transport to up to 47 children at a cost of up to **approximately £90,000**. Note that calculating a cost estimate in such a catchment area is not simple, as the learners may be eligible for transport to Ysgol Llandwrog and Ysgol Bontnewydd.

The estimated cost has been calculated on the basis of the following:

- Assuming that approximately half of the learners in the catchment area would choose to attend Ysgol Llandwrog, and that those learners would be eligible for transport, either because they live over 2 miles from Ysgol Llandwrog, or because there is no safe walking route to get to Llandwrog School. As a result, it is anticipated that a 50 seater bus would need to be provided, at an annual cost of £45,000.
- Assuming that approximately half of the learners in the catchment area would choose to attend Ysgol Bontnewydd, and that those learners would be eligible for transport, either because they live over 2 miles from Ysgol Bontnewydd, or because there is no safe walking route to get to Ysgol Bontnewydd. As a result, it is anticipated that a 50 seater bus would need to be provided, at an annual cost of £45,000.

Option 5 - Using safe access to a Lôn Eifion as the boundary of the Bontnewydd catchment area is an alternative way to think about a modern catchment area to match the objectives of the new school. Using the new A487 road as a boundary is a clear way to clarify catchment boundaries

In accordance with Cyngor Gwynedd's transport policy, if this option were to be implemented, the Authority would organize taxis or a minibus to transport some of the learners from the Felinwnda catchment area to the designated catchment area schools (namely Ysgol Llandwrog and Ysgol Bontnewydd), and as set out in this policy, learners receiving primary or secondary education (excluding learners with additional learning needs or disabilities) are expected to walk up to 2 miles to meet any transport provided by the Cyngor Gwynedd on the length of the shortest path. The shortest route available is the one that the Council does not consider to be particularly dangerous, after assessing the other routes that could be used, and these routes would be assessed in accordance with Cyngor Gwynedd's transport policy.

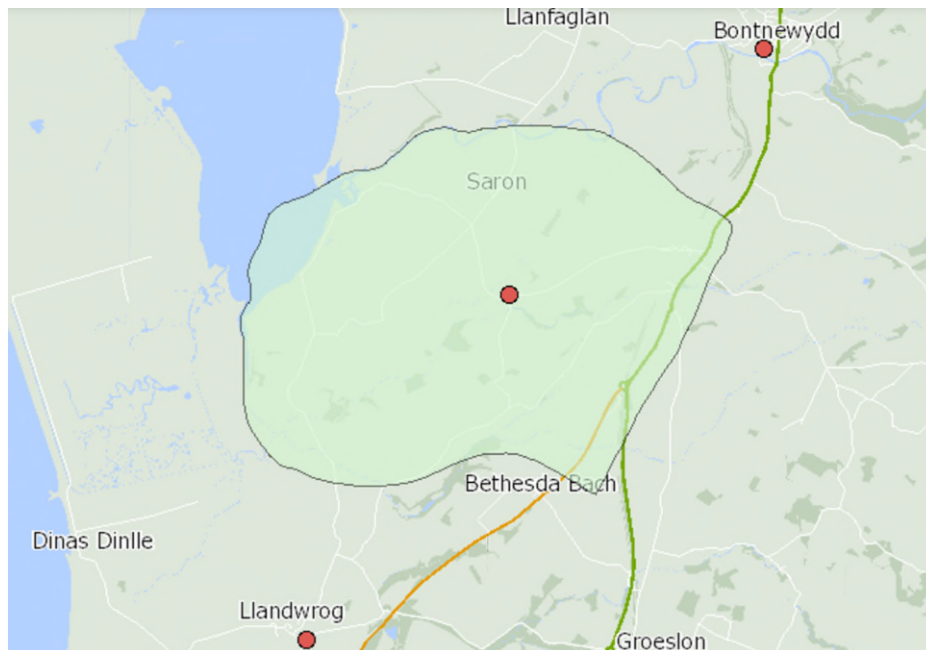
Based on primary aged children currently living in the Felinwnda catchment area (January 2025), if option 5 was implemented (see description above), then it is anticipated that the Authority would need to offer transport to 47 children at a cost of approximately **£78,250** per year.

Who would be eligible for transport	Transport Provision	Cost estimate
Learners in the Felinwnda catchment area (Llandwrog division) who live more than 2 miles from Ysgol Llandwrog	Minibus (16 seater) to Ysgol Llandwrog	£22,800 per year
Learners in the Felinwnda catchment area (Llandwrog division) who live within 2 miles of Ysgol Llandwrog, but no safe walking route.	Taxi	£10,450 per year
Learners in the Felinwnda catchment area (Bontnewydd division), who live over 2 miles from Ysgol Bontnewydd	-	-
Learners in the Felinwnda catchment (Bontnewydd division), who live within 2 miles of Ysgol Bontnewydd, but no safe walking route	Bus (50 seater)	£45,000 per year
Learners in the Felinwnda catchment area (Llandwrog division) would be eligible for transport to Ysgol Bontnewydd, as Ysgol Bontnewydd would be their nearest school.		
	Total	£78,250 per year

4. Conclusion

If any of the 5 options above were implemented, then there would be an impact on travel arrangements for the children and the Authority. Each of the options in question would mean that the Authority would need to organise taxis or a minibus to transport learners from the Felinwnda catchment area to the designated alternative catchment area school, in accordance with the county's transport policy.

As a result, each of the 5 options in question would lead to additional transport costs for the Authority at a cost of approximately £55,450 - £90,000 per year. It is anticipated that Option 4, namely 'Placing the whole of the Felinwnda catchment within the catchment areas of Ysgol Llandwrog and Ysgol Bontnewydd' would be the option that would lead to the highest additional costs (£90,000 per year). It is anticipated that Option 2, which is the option to transfer the catchment area to Ysgol Bontnewydd and Option 3 Divide the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd, would be the options that would lead to the lowest transport costs, which is approximately £55,450 per year.



Language Impact Assessment Report - Ysgol Felinwnda Catchment Area

Language impact assessment

1. Background Information

1.1 The Situation in Gwynedd

According to the 2021 Census, **73,560 people** (aged 3 and over) were able to speak Welsh in Gwynedd, which equates to **64.4%**. In 2011, the number of speakers in Gwynedd was **77,000** and the corresponding percentage was **65.4%**. Therefore, the proportion of people who speak Welsh in Gwynedd between 2011 and 2021 has reduced by 1%. According to the 2021 Census, 66% of people (aged 3 and over) in Gwynedd are able to speak, read or write in Welsh.

In Gwynedd, there is a substantial difference in the percentage of Welsh speakers in different wards across the county, e.g. the percentage in the Aberdyfi, Tywyn and Bangor central wards varies from between 26% and 44% of the population speaking Welsh, whilst as many as 86% speak Welsh in the Hendre and Llanrug wards.

Nevertheless, 70.9% of the population of children aged 3-4 years in Gwynedd are able to speak Welsh, with this percentage increasing to 88.6% for the 5-15 years age group.

1.2 Welsh in Education Strategic Plan (WESP)

The Welsh in Education Strategic Plan is a Local Authority statutory document and corresponds with the priorities of the Welsh Government to develop Welsh-medium education (in accordance with the targets of *Cymraeg 2050*). Local Authorities are expected to implement 7 outcomes, namely:

1. More nursery/3-year-old children receiving Welsh-medium education.
2. More reception class/5-year-old children receiving Welsh-medium education.
3. More children continuing to improve skills when transferring from one key stage to the next.
4. More learners studying Welsh as a subject and subjects through the medium of Welsh.
5. Increase opportunities to use the Welsh language in various contexts.
6. Improve Welsh-medium education provision for ALN pupils.
7. Increase the number of staff members who can teach through the medium of Welsh.

1.3 Language Policy

Primary

The aim of the Language Policy is the same across all the county's primary schools, which is to develop the ability of all pupils to be confident in both languages by the end of KS2. Welsh is the official assessment language in school at the end of the Foundation Phase. In KS2, the aim is to continue to develop the pupils' grasp of Welsh, giving attention to the development of their skills in both languages.

Secondary

In secondary schools, every pupil who has attained the necessary level, namely level 3+ at the end of KS2, is expected to pursue Welsh First Language in KS3 in order to ensure appropriate progression and continuation. It is hoped that these pupils can study Welsh and English as subjects until the end of year 11. Secondary schools build upon the foundations set in the primary by ensuring that each pupil continues to develop skills in Welsh and in English.

1.4 A million Welsh speakers by 2050

Cymraeg 2050 is the Welsh Government's latest strategy for the Welsh language and it spans the next three decades. In this document, specific targets are noted to increase the numbers who speak Welsh, along with the use of Welsh.

The aims of *Cymraeg 2050* include:

	Aim	Target
1.	Increase the number of Welsh speakers	A million Welsh speakers by 2050
2.	Increase the use of the Welsh language	Daily use of Welsh increasing from 10% to 20%

The strategic document, *Cymraeg 2050: A Million Welsh Speakers*, emphasises the importance of increasing the number that speak Welsh, but it is also emphasised that increasing the daily use of Welsh is as important.

Moving towards the position where we have a million speakers is one aspect of our vision for a thriving Welsh language. However, a thriving Welsh language is a language that is used. We want the use of Welsh to be a routine part of everyday life, so that speakers at all levels feel confident in its use in formal and informal situations... The Welsh Language Use Survey 2013–15 (Welsh Government and Welsh Language Commissioner 2015) shows that there is a clear link between fluency and frequency of Welsh language use – 84 per cent of fluent Welsh speakers speak Welsh daily.

Source:- *Cymraeg 2050: A Million Welsh Speakers* (2017)

1.5 Gwynedd Language Strategy 2023 - 2033

The Welsh Language Standards imposed on Cyngor Gwynedd by the Welsh Language (Wales) Measure 2011 places an expectation on the Council to draw up a 5-year strategy which shows how it is intended to proceed to promote the Welsh language and to facilitate the use of Welsh across the county. The Gwynedd Language Strategy 2023 - 2033 is Cyngor Gwynedd's latest strategy for the Welsh language. In this document, there are specific targets for increasing the numbers who speak the language:

	How will we increase the number of speakers?	How will we measure on a local level, and during the period of the strategy?
1.	Provide opportunities for children and young people who are not yet Welsh speakers (e.g. newcomers, children who do not receive mainstream education), to learn and become confident Welsh speakers.	Number of children receiving Welsh-medium education. Number of children receiving support through the immersion system of the Education Department.
2.	Provide opportunities for adults to become new speakers via the Council's learner support schemes and community provision of partners.	Number of Council employees receiving Learn Welsh lessons. Provision of community Welsh learning courses.

Also in the Strategy is a commitment to increase the use of Welsh in the following fields:

- *Language of the early years*
- *Language of Learning*
- *Language of Work and Service*
- *Language of the Community*

2. Linguistic profile of the catchment area of Felinwnda, Bontnewydd and Llandwrog.

- 2.1 According to the 2021 Census, **73,560 people** (aged 3 and over) were able to speak Welsh in Gwynedd, which equates to **64.4%**, which is substantially higher than the all-Wales figure of 17.8%. In Gwynedd, the Hendre ward has the highest proportion of Welsh speakers (86%), with the Bangor central ward having the lowest proportion (25.6%).

2.2 Wards

2.2.1 Llanwnda, Y Groeslon and Bontnewydd Wards

The catchment area of Ysgol Felinwnda is within the Llanwnda ward with the catchment area of Ysgol Llandwrog within the Groeslon ward and Ysgol Bontnewydd within the Bontnewydd ward (Office for National Statistics). The linguistic profile of the wards of these schools has been summarised in the following table:

	Llanwnda	Y Groeslon	Bontnewydd	Gwynedd	Wales
3+ years old population	1,370 (100%)	1,621 (100%)	1,233 (100%)	114,308 (100%)	3,018,172 (100%)
Welsh identity only	1,082 (76.1%)	1,200 (72.2%)	917 (73.5%)	69,560 (59.3%)	1,715,975 (55.2%)
No Welsh identity	19.9%	23.7%	19%	36.3%	36.7%
Able to speak Welsh	1,145 (83.5%)	1,247 (77%)	1,015 (82.5%)	73,560 (64.4%)	538,296 (17.8%)
Able to speak, read and write in Welsh	1,013 (73.9%)	1,128 (69.6%)	894 (72.5%)	63,256 (55.3%)	429,313 (14.2%)
Able to speak and read Welsh but unable to write in Welsh	44 (3.2%)	43 (2.7%)	42 (3.4%)	3,170 (2.8%)	33,971 (1.1%)
Able to speak Welsh but unable to read or write in Welsh	70 (5.1%)	58 (3.6%)	68 (5.5%)	6,142 (5.4%)	68,391 (2.3%)
Can understand Welsh verbally only	62 (4.5%)	98 (6.0%)	57 (4.6%)	8,166 (7.1%)	156,762 (5.2%)
Another combination of Welsh language skills	18 (1.3%)	18 (1.1%)	13 (1.1%)	993 (0.9%)	6,621 (0.2%)
No Welsh language skills	142 (10.4%)	237 (14.6%)	129 (10.5%)	29,977 (26.2%)	2,259,017 (74.8%)

Source:- 2021 Census, Office for National Statistics

2.3 The schools' linguistic background

The information in the table below outlined the linguistic background of the learners of Ysgol Llandwrog and Ysgol Bontnewydd.

School	Speak Welsh fluently at home	Speak Welsh at home but not fluently	Do not speak Welsh at home but are fluent in Welsh	Do not speak Welsh at home and not fluent in Welsh	Do not speak Welsh at all
Llandwrog	84%	2%	0%	7%	7%
Bontnewydd	85%	8%	3%	2%	2%

Source: Data from Headteachers PLASC January 2024

2.4 The Welsh language at the Schools

In accordance with the school categorisation procedure according to Welsh-medium provision, Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools. This means that Welsh is the main language for internal communication in both schools. The schools have a strong Welsh ethos, and support and enable the learners to use the Welsh language in all social contexts in and outside the school.

The categorisation procedure reiterates the county's Education Language Policy, which was to develop the ability of all pupils to be proficient in both languages by the end of KS2. At Ysgol Llandwrog and Ysgol Bontnewydd, the Welsh language is the official language of the assessment at the school at the end of the Foundation Phase. In KS2, the pupils' grasp of Welsh is continued to be developed, addressing to develop their skills in Welsh and English.

Ysgol Llandwrog and Ysgol Bontnewydd implement the objectives of the Gwynedd Welsh in Education Strategic Plan 2022-2032. These include:

- That all pupils in the county possess appropriate linguistic skills in Welsh and English, and that this expectation is consistent across each school.
- That there is an appropriate provision to enable every pupil to develop bilingual proficiency. In this context, schools are expected to continue to foster the skills of those pupils who are Welsh first language, and introduce Welsh to those who are Welsh learners.
- That all of the county's education establishments are expected to reflect and reinforce the Language Policy in their administration, social life and pastoral arrangements, as well as in their curricular provision.

2.5 After-school Activities

After-school activities are held in the Ysgol Llandwrog and Ysgol Bontnewydd buildings.

Here is a summary of what is being offered after school for the children within the two catchment areas:

	Llandwrog		Bontnewydd	
	The School Building	Village Hall	The School Building	Village Hall
Play Groups (School holidays)				✓
Aelwyd yr Urdd	✓		✓	
Coffee Morning/Evening	✓		✓	
Club / After-school Club / Sports Activities	✓			✓

It can be seen in the table above that Ysgol Llandwrog and Ysgol Bontnewydd offer after-school Urdd activities. The learners in the area are able to continue to take advantage of these activities to use the Welsh language informally.

2.6 Additional Evidence

Ysgol Llandwrog

The Estyn report in 2019 states:

"Welsh is the main medium of the school's life and work. Around 90% of pupils come from Welsh-speaking homes."

[Ysgol Llandwrog's Estyn Inspection Report 2019](#)

Ysgol Bontnewydd

The Estyn report in 2017 states:

"Welsh is the school's everyday language and the main medium of learning and teaching. English is taught formally in key stage 2. Approximately 75% of pupils come from Welsh-speaking homes, and very few pupils are from ethnic minority backgrounds."

[Ysgol Bontnewydd's Estyn Inspection Report 2017](#)

3. Welsh Language Impact Assessment

Option 1 - Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog.

Impact Criteria	Description	Status of the impact and the work	Have any measures been identified to mitigate any negative impact or to create more positive opportunities?	Final impact (following mitigation methods)
The language of the school (formal)	Since Ysgol Llandwrog is a Category 3 Welsh-medium school, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same.	Neutral	Irrelevant	Irrelevant
The language of the school (informal)	Since Ysgol Llandwrog is a Category 3 Welsh-medium school, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same. 86% of the learners of Ysgol Llandwrog speak Welsh at home. This means that there are good foundations for the informal use of Welsh by learners at the school.	Neutral	Irrelevant	Irrelevant
Access to Welsh medium education	Ysgol Llandwrog is a Welsh-medium Category 3 school. It is not anticipated that this option would affect this criterion.	Neutral	Irrelevant	Irrelevant
Activities before / after school	Ysgol Llandwrog already offers after-school Urdd activities. By implementing this option, learners could continue to take advantage of activities like these as an opportunity to use the Welsh language after school.	Neutral	Irrelevant	Irrelevant
Using Welsh in the community	According to the 2021 Census, 81.1% of the population of the Llanwnda ward are Welsh speakers, and 77% of the population of the Groeslon ward (Ysgol Llandwrog is located in the ward) are Welsh speakers. This sets a good foundation for the vibrancy of the Welsh language and opportunities to use the Welsh language in these communities.	Neutral	Irrelevant	Irrelevant

Option 2 - Transfer the entire Felinwnda catchment area to the Ysgol Bontnewydd catchment area.

Impact Criteria	Description	Status of the impact and the work	Have any measures been identified to mitigate any negative impact or to create more positive opportunities?	Final impact (following mitigation methods)
The language of the school (formal)	Since Ysgol Bontnewydd is a Category 3 Welsh-medium school, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same.	Neutral	Irrelevant	Irrelevant
The language of the school (informal)	Since Ysgol Bontnewydd is a Category 3 Welsh-medium school, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same. 90% of the learners at Ysgol Bontnewydd speak Welsh at home. This means that there are good foundations for the informal use of Welsh by learners at the school.	Neutral	Irrelevant	Irrelevant
Access to Welsh medium education	Ysgol Bontnewydd is a Welsh-medium Category 3 school. Therefore, it is not anticipated that this option would affect this criterion.	Neutral	Irrelevant	Irrelevant
Activities before / after school	Ysgol Bontnewydd offers after-school Urdd activities. By implementing this option, learners could continue to take advantage of activities like these as an opportunity to use the Welsh language after school.	Neutral	Irrelevant	Irrelevant
Using Welsh in the community	According to the 2021 Census, 81.1% of the population of the Llanwnda ward are Welsh speakers, and 82.6% of the population of the Bontnewydd ward are Welsh speakers. This sets a good foundation for the vibrancy of the Welsh language and opportunities to use the Welsh language in these communities.	Neutral	Irrelevant	Irrelevant

Option 3 - Divide the Felinwnda catchment area according to the dwellings that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd.

Impact Criteria	Description	Status of the impact and the work	Have any measures been identified to mitigate any negative impact or to create more positive opportunities?	Final impact (following mitigation methods)
The language of the school (formal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same.	Neutral	Irrelevant	Irrelevant
The language of the school (informal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same. A high percentage of learners speak Welsh at home at Ysgol Bontnewydd (90%) and Ysgol Llandwrog (86%).	Neutral	Irrelevant	Irrelevant
Access to a Welsh-medium education	Ysgol Llandwrog and Ysgol Bontnewydd are Welsh-medium Category 3 schools. Therefore, it is not anticipated that this option would affect this criterion.	Neutral	Irrelevant	Irrelevant
Activities before / after school	Ysgol Llandwrog and Ysgol Bontnewydd offer after-school Urdd activities. By implementing this option, learners could continue to take advantage of activities like these as an opportunity to use the Welsh language after school.	Neutral	Irrelevant	Irrelevant
Use of Welsh in the community	According to the 2021 Census, 81.1% of the population of the Llanwnda ward are Welsh speakers, and 77% of the population of the Groeslon ward (Ysgol Llandwrog is located in the ward) are Welsh speakers and 82.5% of the population of the Bontnewydd ward are Welsh speakers. This sets a good foundation for the vibrancy of the Welsh language and opportunities to use the Welsh language in these communities.	Neutral	Irrelevant	Irrelevant

Option 4 - Place the whole of the Felinwnda catchment area within the catchment areas of Ysgol Llandwrog and Ysgol Bontnewydd.

Impact Criteria	Description	Status of the impact and the work	Have any measures been identified to mitigate any negative impact or to create more positive opportunities?	Final impact (following mitigation methods)
The language of the school (formal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same.	Neutral	Irrelevant	Irrelevant
The language of the school (informal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same. A high percentage of learners speak Welsh at home at Ysgol Bontnewydd (90%) and Ysgol Llandwrog (86%).	Neutral	Irrelevant	Irrelevant
Access to a Welsh-medium education	Ysgol Llandwrog and Ysgol Bontnewydd are Welsh-medium Category 3 schools. Therefore, it is not anticipated that this option would affect this criterion.	Neutral	Irrelevant	Irrelevant
Activities before / after school	Ysgol Llandwrog and Ysgol Bontnewydd offer after-school Urdd activities. By implementing this option, learners could continue to take advantage of activities like these as an opportunity to use the Welsh language after school.	Neutral	Irrelevant	Irrelevant
Use of Welsh in the community	According to the 2021 Census, 81.1% of the population of the Llanwnda ward are Welsh speakers, and 77% of the population of the Groeslon ward (Ysgol Llandwrog is located in the ward) are Welsh speakers and 82.5% of the population of the Bontnewydd ward are Welsh speakers. This sets a good foundation for the vibrancy of the Welsh language and opportunities to use the Welsh language in these communities.	Neutral	Irrelevant	Irrelevant

Option 5 - Using the safe access to Lôn Eifion as the boundary of the Bontnewydd catchment area is an alternative way to think about a modern catchment area to match the objectives of the new school. Using the new A487 road as a boundary is a clear way to clarify catchment boundaries.

Impact Criteria	Description	Status of the impact and the work	Have any measures been identified to mitigate any negative impact or to create more positive opportunities?	Final impact (following mitigation methods)
The language of the school (formal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same.	Neutral	Irrelevant	Irrelevant
The language of the school (informal)	Since Ysgol Llandwrog and Ysgol Bontnewydd are Category 3 Welsh-medium schools, it is concluded that this option would not affect the language of the children's education, since the expectation for each of the primary schools in the county (except one), is the same. A high percentage of learners speak Welsh at home at Ysgol Bontnewydd (90%) and Ysgol Llandwrog (86%).	Neutral	Irrelevant	Irrelevant
Access to a Welsh-medium education	Ysgol Llandwrog and Ysgol Bontnewydd are Welsh-medium Category 3 schools. Therefore, it is not anticipated that this option would affect this criterion.	Neutral	Irrelevant	Irrelevant
Activities before / after school	Ysgol Llandwrog and Ysgol Bontnewydd offer after-school Urdd activities. By implementing this option, learners could continue to take advantage of activities like these as an opportunity to use the Welsh language after school.	Neutral	Irrelevant	Irrelevant
Use of Welsh in the community	According to the 2021 Census, 81.1% of the population of the Llanwnda ward are Welsh speakers, and 77% of the population of the Groeslon ward (Ysgol Llandwrog is located in the ward) are Welsh speakers and 82.5% of the population of the Bontnewydd ward are Welsh speakers. This sets a good foundation for the vibrancy of the Welsh language and opportunities to use the Welsh language in these communities.	Neutral	Irrelevant	Irrelevant

4. Conclusion

Our expectations are that all learners in the County have a balanced, age-relevant bilingualism so that they can be complete members of the bilingual society of which they are a part. The proposal for changing Ysgol Felinwda's catchment area will need to take full account of all the linguistic effects. Reinforcing the use of Welsh as a formal and informal language in the school will be a key consideration.

Having considered the information in this assessment, it was concluded that the proposal to transfer Ysgol Felinwda's catchment area as a whole to Ysgol Bontnewydd's catchment area would not have a negative impact on the Welsh language as Ysgol Bontnewydd is a Category 3 Welsh medium school. In addition, a high percentage of learners at Ysgol Bontnewydd (90%) speak Welsh at home. As a result, it is anticipated that the effect of the proposal on the language would be neutral.

Assessing the Impact on Equality Characteristics, the Welsh Language and the Socio-Economic Disadvantage

The Council is required (under the Equality Act 2010) to consider the impact that any changes in any policy or procedure (or the creation of a new policy or procedure), will have on people with protected equality characteristics. The Council also has additional general duties to ensure fairness and to foster good relationships. Therefore, a timely assessment must be made before a decision is taken on any relevant change (i.e., that affects people with protected equality characteristics).

The Council is also required, under the requirements of the Welsh Language Standards (Section 44 of the Welsh Language (Wales) Measure 2011), to consider the impact that any change in policy or procedure (or creation of a new policy or procedure), will have on opportunities for people to use the Welsh language and to ensure that the Welsh language is not treated less favourably than English. This document therefore ensures that these decisions safeguard and promote the use made of the Welsh language.

From 1 April 2021 onwards, the Council has a duty to give due attention to addressing the socio-economic disadvantage in strategic decisions.

1) Details

1.1 What is the name of the policy / service in question?

A proposal to transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd.

1.2 What is the purpose of the policy/service that is being created or amended? What changes are being considered?

At its meeting on 7 November 2023 Cyngor Gwynedd's Cabinet decided to confirm the proposal to close Ysgol Felinwnda on 31 December 2023, as well as carrying out a consultation on the future of Ysgol Felinwnda's current catchment area in order to agree which school, or schools, will serve as a catchment area school for the children of the current catchment area of the Felinwnda school for the future.

Following the implementation of the decision to close Ysgol Felinwnda on 31 December 2023, and following a consultation on possible options for the catchment area, a decision is needed on the future of Ysgol Felinwnda's current catchment area in order to agree which school/schools will serve as a school/ catchment area school for the children of Ysgol Felinwnda's current catchment area for the future.

Listed below are the options considered for the catchment area. Options 4 and 5 were proposed by stakeholders during the consultation.

- Option 1-** Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog
- Option 2-** Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd
- Option 3-** Split the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd
- Option 4-** “Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas”.
- Option 5-** “Use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries.”

Following consideration of the comments received for the consultation, together with the results of the impact assessments, an evaluation of the above options was completed in order to summarize the excellence of each option.

Following the evaluation of all options, the option recommended as the preferred option is:

“Option 2: Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd”.

1.3 Who is responsible for this assessment?

Debbie Anne Jones (Assistant Head of Corporate Services, Education)

1.4 When did you commence the assessment? Which version is this?

Version 1: 26 January 2024
Version 2: 22 April 2024
Version 3: 19 September 2024
Version 4: 21 January 2025

2) Action

2.1 Who are the stakeholders or partners with whom we will have to work to carry out this assessment?

Education Department and Officers from other Cyngor Gwynedd departments

2.2 What steps have you taken to engage with people with protected characteristics, regarding the Welsh language or with communities (either due to location or due to need), who are living with a socio-economic disadvantage?

The consultation on the future of Ysgol Felinwnda's current catchment area was held with the relevant consultees between 24 September and 22 October 2024.

The relevant consultees included:

- All residents of the current Ysgol Felinwnda catchment area,
- The Governing Bodies of Ysgol Llandwrog, Ysgol Bontnewydd, Ysgol Bro Llifton and Ysgol Rhostryfan
- Cylch Meithrin Dinas and Llanwnda
- Llanwnda Community Council
- Local Member for Llanwnda Ward

- Canolfan Bro Llanwnda and
- The Church in Wales

On 20 September 2024 a letter was sent to every dwelling/home in Ysgol Felinwnda's current catchment area in order to inform them about the consultation, and to explain how to participate. A notification was sent by email to the rest of the consultees listed above. The notice contained a link to a specific page on the Gwynedd Council website, where the consultation documentation was published together with the response form.

During the consultation period, Gwynedd Council officers held a "drop-in" session on 7 October 2024, at Canolfan Bro Llanwnda, in order to give participants the opportunity to ask questions and to receive clarity on any aspect that was relevant to the consultation on the future of Ysgol Felinwnda's catchment area. There was also an opportunity for those attending to receive a hard copy of any documentation relevant to the consultation. 6 people attended the drop-in session.

2.3 What was the outcome of the engagement?

11 responses to the consultation were received, including responses from Ysgol Felinwnda catchment area residents, Governing Bodies together with a response from representatives of local nursery care and education providers.

A summary of the comments received on the options proposed within the consultation document together with any alternative options will be presented in the report presented to the Cabinet on 11 February 2025. There is a full analysis of the responses received as an appendix to the report.

2.4 On the basis of what other evidence are you acting?

Every school has a specific catchment area, namely a defined geographical area that it serves, and following the decision to close Ysgol Felinwnda on 31 December 2023, there is a need to designate a catchment area for the Felinwnda catchment area.

2.5 Are there any gaps in the evidence that needs to be gathered?

The consultation on Reviewing the Felinwnda Catchment Area provided an opportunity to obtain stakeholders' opinions on the options and impact assessments and to identify any potential gaps in the evidence.

3) Identifying the Impact

3.1 The Council must duly address the impact that any changes will have on people with the following equality characteristics. What impact will the new policy/service or the proposed changes in the policy or service have on people with these characteristics?

It is also necessary to consider the impact on Socio-Economic disadvantage and on the Welsh Language.

	Option 2- Transfer the entire Felinwnda catchment area to the Bontnewydd catchment area	
Characteristics	What type of impact?*	In what way? What is the evidence?
Race (including nationality)	None	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 Cyngor Gwynedd states anti-bullying guidelines and procedures based on factors such as race in the school. Also, it is stated in the Equality policy that has been implemented by Gwynedd primary schools that schools <i>"... are opposed to all types of prejudice and discrimination and acknowledge that pupils have different needs, requirements and objectives."</i> Therefore, it is not anticipated that this proposal would have a negative impact on this characteristic as these policies apply to every school.
Disability	Positive	It is anticipated that this proposal would have a positive impact on this characteristic. The needs of any disabled child would be considered in accordance with the Education Department's Accessibility and Equality policies. When the Bontnewydd Community Campus opens in 2026-27, the entire site and buildings will be fully accessible. The old school in Bontnewydd which is the current Community Centre will be a temporary home for three classes and the school hall will be fully accessible internally and externally. There are no steps in the building and if it were necessary to adjust internally with railings or contrasting colours it would be possible to do so. <i>Since 2021, new legislation has gradually come into force in Wales for learners with Additional Learning Needs in Wales. The Additional Learning Needs and Education Tribunal Act (2018) replaces the Special Educational Needs Act (2002) over a transitional period until 2025.</i> <i>Although it provides an opportunity to work in a much more person-centred manner, and to tailor the provision to the needs of the individual, the Act also places higher requirements on schools in terms of administering and delivering the requirements of the act. To summarise:</i> <i>• The required age for provision has been extended from 3-19 to 0-25 years old.</i> <i>• Every pupil who is identified with additional learning needs is required to have an Individual Development Plan (IDP), and legal and statutory rights correspond to the IDP. It is legal for schools and the authority to provide what has been agreed within the IDP for the learner.</i> <i>• The role of the Additional Learning Needs Co-ordinator within every school is a statutory role with legal requirements associated with the duty. The ALNCo needs to undertake strategic work and plan and review the provision</i>

		on a continuous basis. • There is a requirement to maintain the provision map that responds to the needs of learners. • There is increasing demand for the provision of additional learning needs as learners' needs have intensified following the COVID period. When planning staffing (e.g. the ALNCo's role) and the provision map, the demand on schools is challenging, and this is becoming more apparent when considering the demand on smaller schools. In larger schools, the conditions of the learning needs co-ordinator are better, and, as a result, meeting the statutory requirement is easier. In addition, responding to learners' needs is also easier in larger schools as they may be able to hold an intervention group to target specific needs. The provision map is broader in larger schools to respond to the need.
Gender	None	It is not anticipated that this proposal would affect this characteristic. Implementing this proposal would mean that everyone will continue to be treated according to their need, whatever their gender. All Gwynedd schools implement an Equality Policy which states that the school: <i>"... is opposed to all types of prejudice and discrimination and acknowledge that pupils have different needs, requirements and objectives."</i>
Age	None	Ysgol Bontnewydd provides education for children aged between 3 and 11 years, the same as Ysgol Felinwnda. Therefore, it is not anticipated that implementing this proposal would have a negative impact on the 'age' characteristic.
Sexual orientation	None	Relationships and sexuality education (RSE) is a statutory requirement in the Curriculum for Wales framework that was published under section 71 of the Curriculum and Assessment Act (Wales) 2021 and is mandatory for all learners aged between 3 and 16. RSE has a positive and empowering role to play in learners' education and it is essential to form and maintain a range of relationships, that are all based on respect and trust on both sides, which is core to relationships and sexuality education. These relationships are crucial to developing emotional well-being, resilience, and empathy. An understanding of sexuality with an emphasis on rights, health, equality, and fairness empowers the learners to understand themselves, to take responsibility for their own decisions and behaviours and to form relationships. It is stated in the Equality Policy that is implemented by all Gwynedd primary schools that schools <i>"... are opposed to all types of prejudice and discrimination and acknowledge that pupils have different needs, requirements and objectives."</i> Consequently, it is not anticipated that this proposal would have a negative impact on this characteristic.
Religion or belief (or non-belief)	None	Every school in Gwynedd has an Inclusion Policy that will deal with any discriminatory incident that may occur at the school, which is associated with a religion or belief.
Gender reassignment	None	It is stated in the Equality policy that is implemented by all Gwynedd primary schools that schools <i>"... are opposed to all types of prejudice and discrimination and acknowledge that pupils have different needs, requirements and objectives."</i>
Pregnancy and maternity	None	Not applicable.
Marriage and civil partnership	None	Not applicable.
The Welsh language	None	The Gwynedd Education Language Policy has the same aim for all of the county's primary schools, and every primary school (except one school) falls into category 3 in accordance with the school categorisation guidance according to the Welsh medium provision, Welsh Government.

		It is important to ensure that the Welsh language is maintained and developed as an integral part of Felinwnda's community life. The community centre located in the Felinwnda community can play an important part in ensuring that the Welsh language remains alive and central to community life in the area. The centre is a community resource that will continue to offer opportunities for people of all ages to develop their Welsh by holding social events. The centre is also an educational resource that provides educational resources for children and young people, which promote the use of the Welsh language.
Socio-Economic Disadvantage	Positive	It is anticipated that this proposal would have a positive impact on the Socio-economic Disadvantage characteristic. Transferring the Felinwnda catchment area to be part of the Ysgol Bontnewydd catchment area would improve community regeneration by encouraging collaboration with local communities. The change would encourage collaboration with other communities, and this may create valuable connections between communities, enabling opportunities and social inclusion.

3.2 The Council has a duty under the Equality Act, 2010 to contribute positively to a fairer society through advancing equality and good relations in its activities in the fields of age, gender, sexual orientation, religion, race, transgender, disability, pregnancy, and maternity. The Council must duly address the way any change impacts on these duties.

General Duties of the Equality Act	Does it have an impact? *	In what way? What is the evidence?
Eliminate unlawful discrimination, harassment, and victimisation	No	It is not anticipated that this proposal would affect the school's statutory duty to protect learners from any discrimination, harassment, or victimisation.
Promote equal opportunities	Yes	This option would ensure that the entire Felinwnda catchment area would receive equal opportunities as the learners would all be together in one catchment and would have equal opportunity to build the same connections with the school and the Bontnewydd community.
Building good relationships	Yes	As a number of learners who live in the Ysgol Felinwnda catchment area already attend Ysgol Bontnewydd, there is already an existing connection between the school and the Felinwnda community. Nevertheless, should this proposal be implemented, opportunities for Ysgol Bontnewydd to build on its existing links with the community of Felinwnda will be promoted.

3.3 How does your proposal ensure that you work in accordance with the Welsh Language Standards (Welsh Language (Wales) Measure 2011), to ensure that the Welsh language is not treated less favourably than English, and that every opportunity to promote the Welsh language is taken (beyond providing bilingual services) and increase opportunities to use and learn the language in the community?

The aim of the Gwynedd Language Policy is to ensure that all the pupils within the county have the appropriate linguistic skills in both Welsh and English. The proposal to change local arrangements takes full consideration of all linguistic impacts. Supporting and improving the use of the Welsh language as an educational and social language among learners was a key consideration when drawing up options.

The Gwynedd Education Language Policy has the same aim for all of the county's primary schools, and every primary school (except one school) falls into category 3 in accordance with the school categorisation guidance according to the Welsh medium provision, Welsh Government. This means that learners in the Felinwnda area will be able to continue to receive their education through the medium of Welsh in accordance with the Education Language Policy whether that be at Ysgol Bontnewydd.

In terms of the community, 1,145 (83%) Welsh speakers live in the Llanwnda ward while 1,015 (82%) Welsh speakers live in the Bontnewydd ward (Source: 2021 Census).

The table below shows a summary of the factual information for the ability of Ysgol Bontnewydd learners.

School	Speaks Welsh fluently at home	Does not speak Welsh at home but fluent in Welsh	Speaks Welsh at home but not fluently	Does not speak Welsh at home and not fluent in Welsh	Unable to speak Welsh at all
Bontnewydd	82%	3%	8%	2%	2%
	Fluent Welsh		A Little Welsh		No Welsh

Canolfan Bro Llanwnda is located in the Felinwnda area and holds a number of activities including the Cylch Meithrin. This community use will ensure that use of the Welsh language will continue in the community. The centre is a community resource that will continue to offer opportunities for people of all ages to use their Welsh by holding social activities.

It is anticipated that the implementation of the proposal to transfer the catchment area to Ysgol Bontnewydd's catchment area would offer to maintain the current educational opportunities, ensuring that learners have rich learning experiences using the Welsh language whether that is at Ysgol Bontnewydd, or any alternative school (out-of-catchment area) chosen by the parents.

3.4 What other measures or changes could you include to strengthen or change the policy / practice to have a positive impact on people's opportunities to use the Welsh language, and to reduce or prevent any detrimental impacts that the policy/practice could have on the Welsh language?

As stated above, it is anticipated that implementing the proposal to transfer the catchment area to Ysgol Bontnewydd's catchment area would not have a detrimental effect on educational opportunities and ensure that learners have rich learning experiences using the Welsh language whether at Ysgol Bontnewydd, or any alternative school (out-of-catchment area) chosen by the parents. As a result, it is not anticipated that the proposal in question would have a negative impact on the Welsh language.

3.5 How does the proposal show that you have given due regard to the need to address inequality due to socio-economic disadvantage? (Please note that this relates to closing the inequality gap, rather than just improving outcomes for everyone).

As indicated in the table in section 3.2, it is not anticipated that the proposal in question would create a Socio-Economic Disadvantage. Transferring the Felinwnda catchment area to be part of Ysgol Bontnewydd's catchment area would improve community regeneration by encouraging cooperation with

local communities. The change would encourage collaboration with wider communities, and this can create valuable links between communities, enabling opportunities and social inclusion.

3.6 What other measures or changes can you include to strengthen or change the policy / practice to demonstrate that you have given due regard to the need to reduce disproportionate outcomes as a result of socio-economic disadvantage, in accordance with the Socio-Economic Act?

Should the proposal be implemented, we will monitor the impact and endeavour to assist with any negative impact that may arise as a result of the change.

4) Analysing the results

4.1 Is the policy therefore likely to have a significant, positive impact on any of the above? What is the reason for this?

It is anticipated that the proposal in question would have a positive effect on the Socio-Economic Disadvantage feature. Transferring the Felinwnda catchment area to be part of Ysgol Bontnewydd's catchment area would improve community regeneration by encouraging collaboration with alternative communities. The change would encourage collaboration with other nearby communities, this can create valuable links between schools and communities, enabling opportunities and social inclusion.

From 2026-27 onwards, it is anticipated that the proposal would also have a positive impact on the Disability feature, as the Bontnewydd Community Campus will have been completed, with the site and buildings fully accessible.

4.2 Is the policy therefore likely to have a significant, negative impact on any of the above? What is the reason for this?

It is not anticipated that the proposal will have a negative impact on any of the above features.

All Gwynedd schools have equality and anti-bullying policies. Ysgol Bontnewydd serves an area of linguistic significance, therefore, if the proposal is implemented, the catchment area would join the catchment area of a Welsh language school. It is not anticipated that adjusting the boundaries of the catchment area would affect the community's ability to continue to carry out community activities, including Welsh-medium ones, in the area.

4.3 What should be done?

Select one of the following:

Continue with the policy / service as it is robust	✓
Revise the policy to remove any barriers	
Suspend and abolish the policy as the harmful impacts are too great	

Continue with the policy as any harmful impact can be justified	
No further steps at present, it is premature to decide, or there is insufficient evidence	

4.4 If you continue with the plan, what steps will you take to reduce or mitigate any negative impacts?

The Authority does not anticipate a direct negative impact on Cylch Meithrin Dinas a Llanwnda arising from the proposal to modify the boundaries of the catchment area of a primary school. We welcome the successful collaboration that is already taking place between Cylch Meithrin Dinas and Llanwnda and Ysgol Llandwrog, and we do not wish that modifying the boundaries of the primary school's catchment area would have an impact on this successful collaboration. As an authority we will monitor the situation and the Cylch and the community will be able to call on the services of Gwynedd Council to support if there is any negative impact that would result from the proposal, if the proposal were to be implemented.

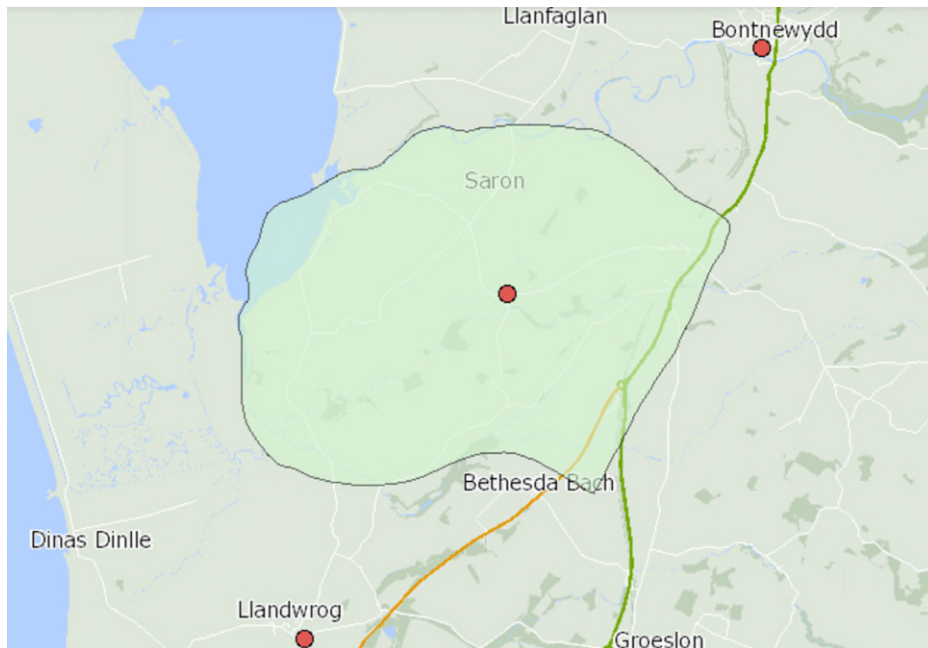
4.5 If you are not taking any further action to remove or reduce the negative impacts, please explain why here.

We will carefully assess the situation and consider the reasons for not taking any further action, ensuring that decisions are made based on robust information and considering the best interests for all stakeholders.

5) Monitoring

5.1 What steps will you take to monitor the impact and effectiveness of the policy or service (action plan)?

Should the proposal be implemented, we will monitor the impact and endeavour to assist with any negative impact that may arise as a result of the change.



Impact Assessment on the Well-being of Future Generations Act- Felinwnda Catchment Area

1. Introduction

As a Council, we are committed to the principles within the Well-being of Future Generations (Wales) Act 2015 in order to improve the economic, social, environmental and cultural well-being of communities in Gwynedd. The Council's vision:

Our vision as a Council is to support all the people of Gwynedd to thrive and live full lives in their community, in a county which is one of the best counties to live in.

The Council has adopted well-being objectives which reiterate the national well-being goals, ensuring that the residents of Gwynedd:

- Give our children and young people the best possible start in life
- Strengthening the economy and supporting the people of Gwynedd to earn a worthy wage
- Supporting the people of Gwynedd to live in suitable and affordable homes in their communities
- Supporting the residents of Gwynedd to live full and safe lives in our communities
- Ensuring that we give every possible opportunity for our residents to use the Welsh language in the community.
- Protecting the natural beauty of the county, and responding positively to the climate change crisis
- Putting the people of Gwynedd first and treating them fairly and ensuring that the Council performs effectively and efficiently.

The table below outlines the link between our well-being objectives and the national well-being goals.

	Llewyrchus	Cydnherth	Iachach	Cyfartal	Cymunedau Cydlynus	Diwylliant bywiog lle mae' r iaith Gymraeg yn ffynnu	Yn gyfrifol ar lefel fyd-eang
GWYNEDD YFORY Rhoi'r cychwyn gorau posib mewn bywyd i'n plant a'n pobl ifanc							
GWYNEDD LEWYRCHUS Cryfhau'r economi a chefnogi trigolion Gwynedd i ennill cyflogau teirlwng							
GWYNEDD GLYD Cefnogi pobl Gwynedd i fyw mewn cartrefi addas a fforddiadwy yn eu cymunedau							
GWYNEDD OFALGAR Cefnogi trigolion Gwynedd i fyw bywydau llawn a diogel yn ein cymunedau							
GWYNEDD GYMRAEG Sicrhau ein bod yn rhoi pob cyfle posib i'n trigolion ddefnyddio'r Gymraeg yn y gymuned.							
GWYNEDD WERDD Gwarchod harddwch naturiol y sir, ac ymateb yn gadarnhaol i'r argyfwng newid hinsawdd							
GWYNEDD EFFEITHLON Rhoi trigolion Gwynedd yn gyntaf gan eu trin yn deg a sicrhau fod y Cyngor yn perfformio'n effeithiol ac effeithlon							

The Education Department has a role in promoting the well-being objectives of the Act amongst pupils in the county through its 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 well-being objectives that outline the way it will improve well-being in the "2023-2028 Gwynedd Plan".

2. Background

At its meeting on 7 November 2023 Cyngor Gwynedd's Cabinet decided to confirm the proposal to close Ysgol Felinwnda on 31 December 2023, as well as to hold a consultation on the future of Ysgol Felinwnda's current catchment area in order to agree which school, or schools, will serve as a catchment area school for the children of the current catchment area of the Felinwnda school for the future.

Following the implementation of the decision to close Ysgol Felinwnda on 31 December 2023, and following a consultation on possible options for the catchment area, a decision is needed on the future of Ysgol Felinwnda's current catchment area in order to agree which school/schools will serve as a school/ catchment area school for the children of Ysgol Felinwnda's current catchment area for the future.

Listed below are the options considered for the catchment area. Options 4 and 5 were proposed by stakeholders during the consultation.

Option 1- Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Llandwrog

Option 2- Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd

Option 3- Split the Felinwnda catchment area according to the houses that are geographically closest to Ysgol Llandwrog and Ysgol Bontnewydd

Option 4- *"Set the entire Felinwnda catchment area within Ysgol Llandwrog and Ysgol Bontnewydd catchment areas".*

Option 5- *"Use a safe entrance to Lôn Las as the Bontnewydd catchment area boundary as an alternative way to think about the modern catchment area to comply with the objectives of the new school. Using the new A487 road as a boundary is a clear way to explain the catchment area boundaries."*

Following consideration of the comments received in response to the consultation, together with the results of the impact assessments, an evaluation of the above options was completed in order to summarize the excellence of each option.

Following the evaluation of all options, the option recommended as the preferred option is:

"Option 2: Transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd".

3. How does the proposal meet Cyngor Gwynedd's well-being objectives?

Objectives	
Giving our children and young people the best possible start in life	This proposal would ensure that the children of the area foster experiences by socialising with a broad range of age-relevant peers and receive a quality education at a school that can offer a learning environment and experiences to a broad range of learners.
Strengthening the economy and supporting the people of Gwynedd to earn a worthy wage	No impact
Supporting the people of Gwynedd to live in suitable and affordable homes in their communities	No impact
Supporting the residents of Gwynedd to live full and safe lives in our communities	A number of the learners who live in the Ysgol Felinwnda catchment area already attend Ysgol Bontnewydd, a link already exists between the school and the community of Felinwnda. Nevertheless, should this proposal be implemented, opportunities for the school to build on its existing links with the community of Felinwnda will be promoted. It will ensure that the learners receiving an education of the highest quality will be integral to the proposal and ensure that they receive an education of the same quality.
Ensuring that we give every possible opportunity for our residents to use the Welsh language in the community.	The learners of the Felinwnda catchment area live in a naturally Welsh community and this proposal would ensure that the children of the area are educated in a category 3 Welsh-medium school (Ysgol Bontnewydd). It is likely that this proposal would have a positive impact on the Welsh language as learners from the Felinwnda catchment area benefit from more opportunities to use the Welsh language with a broader range of peers in the classroom and socially. Ysgol Bontnewydd serves an area which is a stronghold for the Welsh language, with a high number of the population able to speak Welsh.
Protecting the natural beauty of the county, and responding positively to the climate change crisis	Plans are in the pipeline to construct a new school for Ysgol Bontnewydd by 2026-2027. The building will be innovative with the aim of reducing carbon and maximising the re-use of materials from existing buildings while also prioritising the use of materials local to the area. As a result, it is anticipated that offering an education to the children of the area at Ysgol Bontnewydd will make a positive contribution to the climate change emergency.
Putting the people of Gwynedd first and treating them fairly and ensuring that the Council performs effectively and efficiently	We have sought the views of residents by holding a consultation on the Felinwnda catchment area. Consideration was given to the observations received as a part of the consultation when drawing up the recommendation to the Cabinet. As the consultation relates to catchment areas rather than schools specifically, children and young people were not consulted as part of this consultation. Nevertheless, the Authority held an engagement session with Ysgol Felinwnda learners in order to gather their views on the proposal to close the school back in 2023.

4. Does the proposal meet the well-being goals of the act?

Aim	Does the proposal contribute to this goal?	Negative impact mitigating measures for this goal:
<i>A prosperous Wales</i> An innovative society which uses resources proportionately, a well-educated population which generates wealth and provides employment opportunities.	Implementing this proposal would mean that the learners foster experiences by socialising with a broad range of age-relevant peers, and receiving a quality education at a school which can offer a learning environment and experiences to a broad range of learners.	No negative impact can be seen to this aim from implementing the proposal.
<i>A resilient Wales</i> A nation which maintains and enhances a biodiverse environment with healthy ecosystems that support resilience and the capacity to adapt to change (for example climate change).	It is not anticipated that the proposal is likely to impact this aim.	No negative impact can be seen to this aim from implementing the proposal.
<i>A healthier Wales</i> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	It is not anticipated that the proposal is likely to impact this aim.	No negative impact can be seen to this aim from implementing the proposal.
<i>A more equal Wales</i> A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances).	The proposal will continue to support the Authority's ability to "<i>provide education of the best possible quality that will provide the county's children with the experiences, skills and confidence to develop into bilingual, successful and well-rounded citizens</i>" in accordance with the strategy 'Primary Education of the Best Quality for the Children of Gwynedd'. Every school has robust policies and procedures in place that will ensure that the proposal considers and corresponds with equal opportunities. It is noted that measures are already in place to ensure that there will be no illegal discrimination or harassment.	No negative impact can be seen to this aim from implementing the proposal.
<i>A Wales of cohesive communities</i> Attractive, viable, safe and well-connected communities.	Canolfan Bro Llanwnda is located in the Felinwnda area and holds a number of activities including the Cylch Meithrin. As 57% of the learners who live in the Felinwnda catchment area already choose to attend Ysgol Bontnewydd, there is already a link between the community and Ysgol Bontnewydd.	No negative impact can be seen to this aim from implementing the proposal.
<i>A Wales of vibrant culture and thriving Welsh Language</i> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.	The learners of the Felinwnda catchment area live in a natural Welsh community. Ysgol Bontnewydd serves an area which is a stronghold for the Welsh language, with a high number of the population able to speak Welsh. Canolfan Bro Llanwnda is located in the Felinwnda area and holds a number of Welsh-medium activities including the Cylch Meithrin.	No negative impact can be seen to this aim from implementing the proposal.

A Globally Responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	All Gwynedd schools implement the requirements of the Curriculum for Wales, with emphasis on developing citizens of Wales and the World.	No negative impact can be seen to this aim from implementing the proposal.

5. Principles of Sustainable Development

Principles of Sustainable Development	Does the proposal consider the principle?
Long Term Balance short term needs with long term ones and plan for the future	The Education Department is in the process of drawing up a new education strategy. The new strategy will consider this principle when planning future provision.
Prevention Allocate resources to prevent problems from occurring or getting worse. We will address problems by prevention and early intervention rather than being responsive.	The Education Department is in the process of drawing up a new education strategy. The new strategy will consider this principle when planning future provision.
Integration Have a positive effect on people, the economy, the environment and culture.	The learners of Felinwnda catchment area live in a natural Welsh community and this option would ensure that the children in the area are included in the catchment area of Ysgol Bontnewydd, which serves an area that is a stronghold of the Welsh language with a high number of the population able to speak Welsh. Plans are in the pipeline to construct a new school for Ysgol Bontnewydd by 2026-2027. The building will be innovative with the aim of reducing carbon and maximising the re-use of materials from existing buildings while also prioritising the use of materials local to the area. As a result, it is anticipated that offering an education to the children of the area at Ysgol Bontnewydd will make a positive contribution to the environment.
Collaboration Work with other partners to provide services.	Collaboration with other relevant departments, school to school collaboration, and with Canolfan Bro Llanwnda, will be a key part of this option for the benefit of the catchment area.
Involvement (Communication and Engagement) Involve the people of Gwynedd when seeking to realise our plan and ensure that those people reflect the diversity of the area.	The consultation was held between 24 September and 22 October 2024 giving the consultees an opportunity to comment on the possible options. Holding the consultation ensured that the people of the area were included and had the opportunity to voice an opinion that would contribute to the recommendation that would be presented to the Cabinet.

6. Conclusion

Following consideration and assessment in accordance with the requirements of the well-being act, the 7 aims of the well-being act and the Council's well-being objectives were considered, and it is concluded that the proposal to transfer the entire Felinwnda catchment area to the catchment area of Ysgol Bontnewydd is in line with the requirements and the principles.

It is noted that the proposal in question would involve the integration of the Felinwnda catchment area into part of a wider catchment area. As a large number of the children who live within the Felinwnda catchment already attend Ysgol Bontnewydd, it is concluded that a link between Ysgol Bontnewydd and the Felinwnda community already exists.

LOCAL MEMBER'S COMMENTS CABINET REPORT 11 FEBRUARY, FELINWENDA

I would like to thank the Modernising Education team for their comprehensive work on this issue.

I have carefully considered the findings of the consultation and the recommendation to the Cabinet, namely the transfer of the entire Felinwenda catchment area to Ysgol Bontnewydd.

However, I disagree with the recommendation. In my opinion, Option 1, which is to transfer the whole of the Felinwenda catchment area to Ysgol Llandwrog, would be the most sensible choice. Although understanding that a consultation is not a referendum, it is fair to note that Option 1 was the option preferred by the majority of respondents.

In addition Option 1 would:

- Contribute to protecting and strengthening Ysgol Llandwrog, without any disadvantage to Ysgol Bontnewydd.
- A strong connection has existed over the last few years between Ysgol Felinwenda and Ysgol Llandwrog.
- Ensure continuity in the connection with the natural progression between Cylch Meithrin Dinas and Llanwnda and Ysgol Llandwrog.
- Bring together two similar catchments. Ysgol Felinwenda's current catchment area is a rural one which resembles the feel and nature of Ysgol Llandwrog.
- Contributes best to the sustainability of the local community.

I am therefore of the opinion that there are worthy reasons for choosing Option 1 that should not be ignored.

I note that Option 1 anticipates higher travel costs than Option 2. I do not understand why Option 1's travel costs include taxi provision due to narrow lanes, but Option 2's travel costs do not include this cost.

I think it is important to consider that the true travel costs will not be known until those arrangements are in place, and they will likely vary from year to year as the location of learners changes.

Whatever the true travel costs will be, considering everything as a whole, any additional travel costs with Option 1 will be insignificant. The difference would be £23,000 per year according to Cyngor Gwynedd. A relatively insignificant amount when considering education costs in general, and a small amount if we want to prioritise sustainable rural communities in Gwynedd.

I hope that the relatively small possible difference in travel costs has not influenced the decision to favour Option 2 too much.

I also note the comments of Cylch Meithrin Dinas a Llanwnda which favoured Option 1, as the Cylch are concerned that Option 2 would not ensure the viability of the Cylch as a Cylch Meithrin already existed on the site of Ysgol Bontnewydd.

Any negative impact on Cylch Meithrin Dinas a Llanwnda would harm the community and the provision of Welsh language education locally.

Option 1 would be the option that would best protect Cylch Meithrin Dinas and Llanwnda, and also Canolfan Bro Llanwnda which is next door.

Therefore, for the above reasons I ask the Cabinet to reconsider the recommendation and choose option 1, which is to transfer the entire Felinwnda catchment area to Ysgol Llandwrog.

Huw Rowlands

30 January 2024

CABINET CYNGOR GWYNEDD



Cyngor Gwynedd Cabinet Meeting Report

Date of Meeting:	11 February 2025
Cabinet Member:	Councillor Dewi Jones
Title of Item:	Ysgol Gynradd Nebo and Ysgol Baladeulyn
Relevant Officer:	Gwern ap Rhisiart, Head of Education

THE DECISION SOUGHT

1.1 We request permission from the Cabinet to:

- a. begin formal discussions with the Governing Body and relevant stakeholders of **Ysgol Gynradd Nebo** and discussing possible options regarding the future of the school in response to the low numbers of learners and concerns about the sustainability of the school.
- b. begin formal discussions with the Governing Body and relevant stakeholders of **Ysgol Baladeulyn** and discussing possible options regarding the future of the school in response to the low numbers of learners and concerns about the sustainability of the school.

Part A – Ysgol Gynradd Nebo

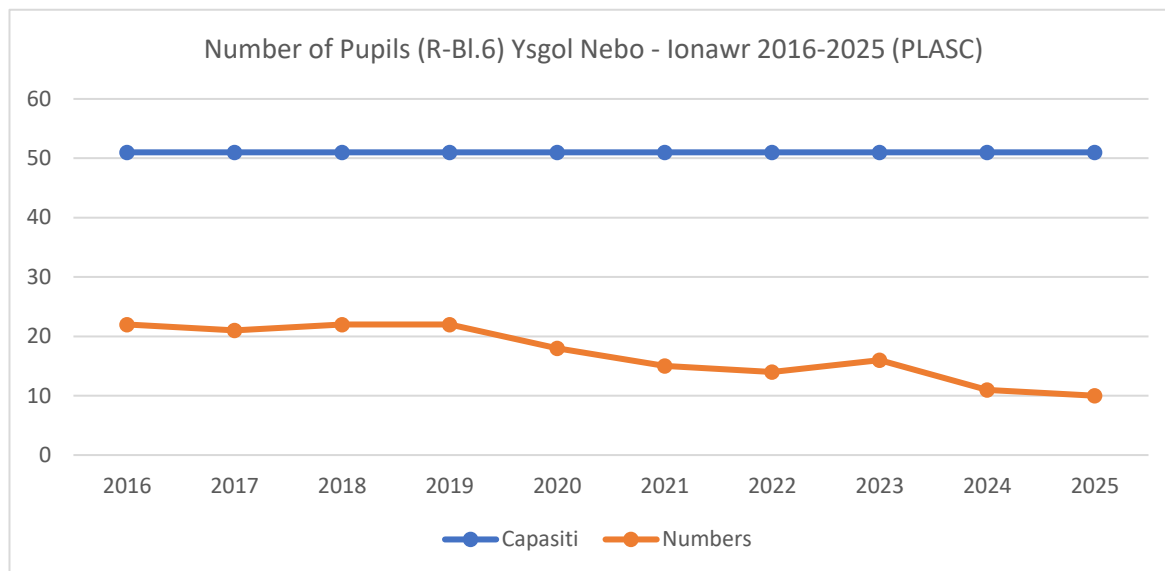
2. BACKGROUND

- 2.1. Ysgol Gynradd Nebo is a community primary school located in the village of Nebo, which is around three miles from Penygroes, and provides education for learners aged 3 to 11. Ysgol Gynradd Nebo is a Category 3 Welsh medium school and Welsh is the main language of the school.
- 2.2. According to the January 2025 numbers, there are **10 full-time learners** attending the school with no children in the Nursery Class. The school has a capacity for 51 Reception to Year 6 learners (7 in the Nursery Class).

3. RATIONALE AND JUSTIFICATION FOR RECOMMENDING THE DECISION

3.1. Low Numbers and Surplus Places

- 3.1.1. The number of learners at Ysgol Gynradd Nebo have been vulnerable for many years. See the graph below which is based on the January census over the last 10 years:



3.1.2. The School Organisation Code 011/2018 states:

‘Where there are more than 10% surplus places in an area overall, local authorities should review their provision and should consider whether to make proposals for their removal if this will improve the effectiveness and efficiency of provision. A significant level of surplus provision is defined as 25% or more of a school’s capacity (as defined in circular 21/2011) and at least 30 unfilled places.’

With a capacity of 51, based on the January numbers there is a high percentage of surplus places in the school, which is 80% (place for 41 full-time learners).

- 3.1.3. In addition to the low number of learners, another challenge is the lack of children living within the catchment area. The Council's GIS software (Geographical Information System) shows that 8 primary age learners live in the catchment area of Ysgol Gynradd Nebo (which includes 1 Nursery age learner). 2 learners choose to attend the school, with 5 attending other primary schools in the Dyffryn Nantlle catchment area, and 1 travelling outside the catchment area. Note that the GIS data above is based on January 2025 numbers.

3.2. Age Range of Classes

The current learners are taught in two small multi-age classes, with 4 learners (Foundation Stage) being taught in one class, and 6 learners in another class (Key Stage 2). It is possible that this could create a challenge when providing a curriculum for a wide range of ages within the same class, together with the fact that there are some years with no learners, as the table below shows:

	Year								Total
	N	0	1	2	3	4	5	6	
Ysgol Gynradd Nebo	0	2	0	2	3	3	0	0	10
Classes	Class				Class				

3.3. Learner Projections

The latest projections, based on January 2025 numbers, show that Ysgol Gynradd Nebo numbers will remain vulnerable in the future, as the table below shows:

	Year								Total	
	N	0	1	2	3	4	5	6	Nursery	Reception-Yr.6
January 2025	0	2	0	2	3	3	0	0	0	10
September 2025 Projections	2	0	2	0	2	3	3	0	2	12
September 2026 Projections	2	2	0	2	0	2	3	3	2	14
September 2027 Projections	2	2	2	0	2	0	2	3	2	13

3.4. Financial Situation

3.4.1. As a result of the low number of learners, the allocation based on the learners is not sufficient to be able to maintain an appropriate staffing level in the school. As a result, the Council's Protection Policy ensures a minimum staffing level for our smaller schools by giving them an additional financial allocation above the core allocation. This means, for 2024-25, that Ysgol Gynradd Nebo has received a financial allocation of £197,897:

Core Allocation	Additional Financial Allocation (Protection)	Total
£148,493	£49,404	£197,897

3.4.2. This means a cost per learner of £14,857 which is £9,634 higher than the County average:

	Ysgol Gynradd Nebo 2024-25	County Average 2024-2025
Cost Per Learner	£14,857	£5,223

3.4.3. As a result of the current low numbers, Ysgol Gynradd Nebo is in a vulnerable position and under increasing financial pressure. Since September 2022, the school is in minimum teaching staff protection of 1.5 due to fewer than 15 learners on the school register.

3.5. Staffing Structure

Through Cyngor Gwynedd's Protection Policy, a minimum staffing level of headteacher and teacher is guaranteed in each school, with a headteacher and an assistant guaranteed in schools with fewer than 15 learners. The current staffing structure of Ysgol Gynradd Nebo includes a Headteacher (equivalent to full time) and 45 hours of teaching assistants.

3.6. Quality of Education

The school received a positive Estyn report back in 2017 where it was stated:

"The quality of teaching is good... Lesson presentations are lively, and activities flow well. Teachers explain new ideas in a meaningful and relevant way and extend learning through practical

experiences. Tasks are planned carefully for the range of ages and abilities in the classes. Teachers ask probing questions in order to broaden pupils' understanding and encourage them to use their thinking skills throughout the lesson."

Estyn Report, October 2017

However, it was noted that there was a need to further develop the external area for the foundation phase, and the need to improve opportunities for learners to develop their writing skills across the curriculum.

4. RELEVANT CONSIDERATIONS

4.1 School Organisation Code

Any process will be conducted in accordance with Welsh Government guidelines (*School Organisation Code 011/2018*).

Ysgol Gynradd Nebo has been designated as a 'rural school' by the Welsh Government, and a definition of a rural school can be found in the [School Organisation Code](#).

5. NEXT STEPS AND TIMETABLE

5.1. Subject to the decision of the Cabinet, the Education Department will hold formal discussions with Ysgol Gynradd Nebo to discuss the situation and establishing a School Review Panel to discuss possible options. All members of the Governing Body, parents and school staff as well as the Local Member will be invited to join the panel and take part in the discussions.

5.2. Following this, a report will be prepared for the Cabinet to report back following the local discussions held during the School Review Panel requesting permission to proceed to conduct any statutory process as necessary, in accordance with the guidelines of the School Organisation Code (011/2018).

5.3. The outline timetable for the next steps is as follows:

Next Steps	Date
Subject to the decision of the Cabinet, hold formal meetings with the Governing Body and relevant stakeholders of Ysgol Gynradd Nebo to form and consider possible options.	March - April 2025
Report back to the Cabinet following these discussions and, depending on the outcome of the discussions, request permission to proceed to implement the recommendation and conduct any statutory process as necessary, in accordance with the guidelines of the School Organisation Code (011/ 2018).	June 2025

Part B – Ysgol Baladeulyn

6. BACKGROUND

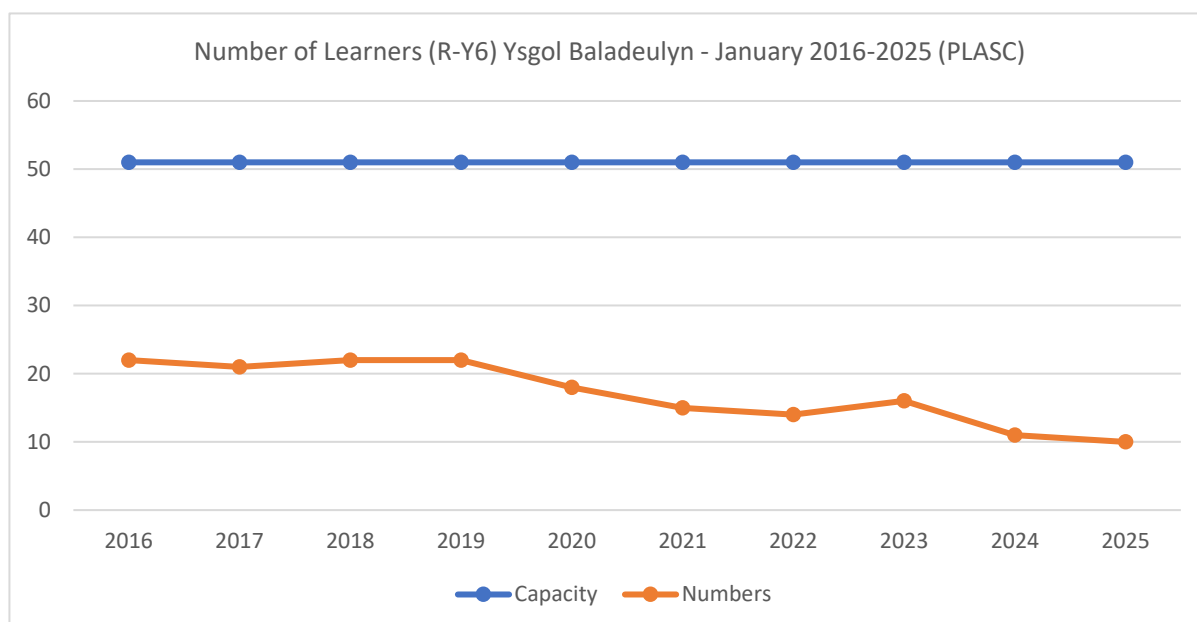
6.1. Ysgol Baladeulyn is a community school located in the village of Nantlle and provides education for learners between the ages of 3-11. Ysgol Baladeulyn is a Category 3 Welsh medium school and Welsh is the main language of the school.

6.2. According to the January 2025 census (CYBLD / PLASC), there are **13 full-time learners** (Reception - Year 6) in the school with no children in the Nursery Class. The school has a capacity for 55 learners from Reception to Year 6 (7 in the Nursery Class).

7. RATIONALE AND JUSTIFICATION FOR RECOMMENDING THE DECISION

7.1. Low Numbers and Empty Places

7.1.1. Ysgol Baladeulyn's learner numbers have decreased over recent years. The graph below shows that there has been a significant drop in learner numbers from 27 in 2017 to 13 in January 2025.



7.1.2. The School Organisation Code 011/2018 states:

'Where there are more than 10% surplus places in an area overall, local authorities should review their provision and should consider whether to make proposals for their removal if this will improve the effectiveness and efficiency of provision. A significant level of surplus provision is defined as 25% or more of a school's capacity (as defined in Circular 21/2011) and at least 30 unfilled places.'

With a capacity of 55, based on January numbers there is a high percentage of empty places at Ysgol Baladeulyn, which is 76% (places for 42 full-time learners).

7.1.3. In addition to the low numbers attending the school, another challenge is the lack of children living in the catchment area. The Council's GIS software (Geographical Information System) shows that 14 primary age learners live in the Ysgol Baladeulyn catchment area (which

includes 1 Nursery age learner). 5 learners choose to attend Ysgol Baladeulyn, with 8 attending other primary schools in the Dyffryn Nantlle catchment area and 1 travelling outside the catchment area. Note that the GIS data above is based on January 2025 information.

7.2. Age Range of Classes

The current learners are taught in two small multi-age classes, with 3 pupils (Foundation Stage) being taught in one class, and 10 pupils in the other class (Key Stage 2). It is possible that this could create a challenge for the teachers when providing a curriculum for a wide range of ages within the same class, together with the fact that there are some years with no learners, as the table below shows:

	Year								Total
	N	0	1	2	3	4	5	6	
Ysgol Baladeulyn	0	2	1	0	2	3	1	4	13
Classes	Class				Class				

7.3. Learner Projections

The latest projections, based on January 2025 numbers, show that Ysgol Baladeulyn's numbers will remain vulnerable into the future, and are likely to fall further to below 10 learners (Reception – Year 6) from September 2025, as the table shows below:

	Year								Total	
	N	0	1	2	3	4	5	6	Nursery	Reception-Yr.6
January 2025	0	2	1	0	2	3	1	4	0	13
September 2025 Projections	2	0	2	1	0	2	3	1	2	9
September 2026 Projections	1	2	0	2	1	0	2	3	1	10
September 2027 Projections	1	1	2	0	2	1	0	2	1	8

7.4. Financial Situation

- 7.4.1. Due to the low number of learners at Ysgol Baladeulyn, the allocation based on the learners is not sufficient to be able to maintain the school. Because of this the Council's Protection Policy ensures a minimum staffing level for our smaller schools by giving them an additional financial allocation above the core allocation. This means that, for 2024-25, Ysgol Baladeulyn has received a financial allocation of £237,914:

Core allocation	Additional financial allocation (protection)	Reduction to the protection due to level of balances	Total
£175,744	£77,659	-£15,489	£237,914

In accordance with the policy, the protection has been reduced by £15,489 due to the school having balances of over 5% of the allocation.

7.4.2. This means a cost per learner of £14,982 which is £9,759 higher than the county average:

	Ysgol Baladeulyn 2024-2025	County Average 2024-2025
Cost per learner	£14,982	£5,223

7.4.3. As a result of the current low numbers, Ysgol Baladeulyn is in a vulnerable position and under increasing financial pressure. As there was less than 15 learners on the register in September 2024, this will have a significant impact on the school's budget from April 2025 onwards. As things stand at present, the school will need to reduce the school's staffing levels by September 2025 with the minimum teaching staff protection reducing from 2.0 to 1.5 from April 2025.

7.5. Staffing Structure

Through Cyngor Gwynedd's Protection Policy, at least a headteacher and a teacher are guaranteed in every school, with a headteacher and an assistant guaranteed in schools with fewer than 15 learners. Ysgol Baladeulyn's current staffing structure includes, a full-time headteacher, 2 part-time teachers (3 days each) and the equivalent of 55 hours of teaching assistants.

7.6. Quality of Education

Following Estyn's latest inspection in 2017, it was noted:

"The quality of teaching is good. Teachers provide interesting and stimulating learning opportunities for pupils. Staff establish a particularly good working relationship with pupils, which fosters a successful learning environment. There is a very strong Welsh ethos and provision that encourages pupils to make full use of the Welsh language in all aspects of school life."

Estyn Report November 2017

In addition to this positive overview from Estyn, the recommendations for the school following the inspection were:

- *Raising extended writing standards in both languages across the curriculum.*
- *Improving opportunities for the school's older pupils to develop the full range of information and communication technology (ICT) skills.*
- *Ensuring that pupils are more aware of what they need to do to improve their own work.*

8. RELEVANT CONSIDERATIONS

8.1 School Organisation Code

Any action will be implemented in accordance with Welsh Government guidelines (*School Organisation Code 011/2018*).

Ysgol Baladeulyn is designated as a 'rural school' by the Welsh Government, and a definition of a rural school can be found in the [School Organisation Code](#).

9. NEXT STEPS AND SCHEDULE

9.1 Subject to the decision of the Cabinet, the Education Department will hold formal discussions with Ysgol Baladeulyn to discuss the situation and establishing a School Review Panel to discuss possible options. All members of the Governing Body, parents and school staff as well as the Local Member will be invited to join the panel and take part in the discussions.

9.2 A report will be prepared for the Cabinet to report back following the local discussions held during the School Review Panel requesting permission to proceed to conduct any statutory process as necessary, in accordance with the guidelines of the School Organisation Code (011/2018).

9.3 The timetable for the next steps is outlined as follows:

Next Steps	Timetable
Subject to the decision of the Cabinet, hold formal discussions with the Governing Body and relevant stakeholders of Ysgol Baladeulyn to form and consider possible options.	March - April 2025
Report back to the Cabinet following these discussions and, depending on the outcome of the discussions, request permission to proceed to implement the recommendation and conduct any statutory process as necessary, in accordance with the guidelines of the School Organisation Code (011/ 2018).	June 2025

OPINION OF THE STATUTORY OFFICERS

The Monitoring Officer:

It is explained in the report that the intent is to identify possible steps to address the challenges facing the schools. It is also acknowledged that there are a range of matters which need to be considered in trying to identify possible answers and actions. It is also noted that the provisions of the Schools Organisation Code 11/2018 will have a central role in the considerations and that options on the way ahead will be the subject of further consideration by the Cabinet when the work is concluded. From a propriety perspective, what is proposed is appropriate.

The Head of Finance:

The decision sought does not create a new financial commitment. However, there are financial matters which are evident in the report that will need to be considered when reaching a decision.

Local Member for Llanllyfni Ward (Ysgol Baladeulyn)

This school is very close to the hearts of the people of Nantlle, whether they are young or old, still in the village, or have left by now.

Many have had a great education at this small school over the decades and it is extremely disappointing to see that the numbers attending the school have dropped significantly in recent years.

As you know the quality of the school's education according to Estyn is good and the teachers provide interesting learning opportunities for the pupils. In my opinion the current staff are fantastic at their work and they need to be applauded for their commitment to the children and the school.

I have read the report from the education department and understand the additional financial costs there are because of the current low numbers at Ysgol Baladeulyn and realise that the situation is very vulnerable at present.

In a perfect world the numbers attending the school would increase in the coming years but projections do not look good.

The welfare of the children who are currently at the school is the priority as well as their parents and the wonderful teachers who teach there.

I am confident that Ysgol Baladeulyn's governing body and relevant stakeholders will have every opportunity to form and consider the options that are possible with the education department.

I am more than willing to take part in these discussions with the hope of reaching a positive result for Ysgol Baladeulyn and the residents of Nantlle.

CYNGOR GWYNEDD CABINET

Meeting date:	11th February 2025
Relevant Cabinet Member:	Cllr. Nia Jeffreys, Council Leader
Liaison Officer:	Dafydd Gibbard – Chief Executive
Item Title:	Savings and Cuts Plan 2025/26

1. Decision sought

Cabinet is asked to:

- a) Approve the savings and cuts listed in Appendix A (£519k) to be used as a contribution towards our 2025/26 fiscal gap, and commission the Departments to move forward with implementing the plans while noting the issues highlighted in the report.
- b) Delegate the right to the Chief Executive, in consultation with the Council Leader and the Finance Cabinet Member, to make adjustments to this Savings and Cuts Scheme within the Departmental totals as the maturity of the schemes listed in Appendix A develops, within the fiscal totals.

2. Rationale and justification for recommending the decision

- 2.1 We now know what our Welsh Government Revenue Support Grant (RSG) level will be for 2025/26 (increase of 3.2%), and that it will be significantly lower than what we will need to maintain our current level of services.
- 2.2 We are also facing a situation where departments are overspending, mainly due to continued increases in demand for their services and that it is now impossible for some services such as children's services, adult care, waste and highways to be able to operate within their current budget. It leads to departments overspending around £8M this year. Much of this gap stems from a lack of budget to meet higher demand for services and in most cases, it is not an option for us not to provide those services. Therefore, we are going to have to use reserves for coping with the situation.
- 2.3 We also know that we were facing significant increases in staffing costs as a result of the change in the Westminster policy to increase the employer's National Insurance contribution. As an employer of 6,000 staff, this adds £4.5M to our staffing costs.
- 2.4 We have received a strong indication that we will receive an element of this cost from the Welsh Government as a result of the consequential provision of the Westminster Government's announcement to be meeting additional costs to public sector National Insurance employer contributions in England, but that there is a risk that we will not

receive the amount in its entirety. It is unlikely that we will receive any additional funding towards external providers' National Insurance cost increases.

- 2.5 It has also been confirmed that we will not receive any confirmation of contributions towards these cost increases until the summer, well after setting the budget and commencing payment of the higher rate of employer contribution towards National Insurance.
- 2.6 Given the information we have already received above, our finance experts consider it reasonable to make an assumption that we will receive a £3.5M contribution from the Welsh Government towards the additional costs of National Insurance.
- 2.7 The result of increased demand, the need to provide a higher budget for the departments that are now unable to cope with their current budget, increases in national insurance costs that would not be entirely met by the Welsh Government, and the RSG, is that the Council faces a 25/26 funding gap of £8.77M.
- 2.8 The Head of Finance will report to Cabinet at this same meeting as this report, which will outline how we are to cope with the impact of this gap in setting our budget for 2025/26. The budget will have to include a combination of having to increase Council tax and delivering budget cuts across the Council. The purpose of this report is to outline how we have gone about identifying these cuts and securing Cabinet approval to implement them so that the 2025/26 budget can be set.

Process of identifying savings and cuts

- 2.9 Further to the process of establishing the savings plan for the last two years, and given that we have now exhausted any potential efficiencies, we set about establishing a new cuts regime in Spring 2024.
- 2.10 At its meeting on 14 May 2024, the Cabinet commissioned the Chief Executive to establish and lead on a range of measures and work packages, to prepare for meeting the significant gap in our budget over the next three years, including developing a new regime that identifies the most essential services to the people of Gwynedd that we can provide.
- 2.11 During the summer 2024, a cuts panel was held for each Department. Each Department Head presented a range of information about each individual team within their department to a panel comprising the Council Leader, the Department's Cabinet Member, the Department's Shadow Cabinet Member, the Chief Executive and the relevant Director.
- 2.12 The information presented to the Panel included the following for each individual team:
 - the purpose of the team,
 - staff numbers,

- expenditure, grants and income,
- statutory functions and explanation of statutory elements
- impact on the people of Gwynedd should the team cease to exist, or reduce, or impact on other Council departments
- is the service available to residents elsewhere?

2.13 Panel members were asked to give their views if consideration could be given to abolishing the function altogether, if the provision could be reduced and accepted that we will achieve less or more slowly, or if not to consider reducing a resource for the team. The responses were analysed and a long list of cuts options was established.

2.14 A meeting was held with the Department Heads to report back on the conclusions of the cuts panels and the detail of options that would go on to the next stage, which would be to present to all members for guidance if they are willing to cut in the areas identified in order to set a balanced budget.

2.15 It was concluded that it would be more beneficial to fully consider the RSG to see an impact on the funding gap before consulting with the elected members so that they could be provided with the best possible information to equip them before expressing their views.

2.16 With that in mind, workshops were held to all elected members in January 2025 to prioritise cut plans for 25/26.

2.17 39 proposals were submitted with a total value of approximately £1.89M. Each of these was assessed either by myself or by one of the Directors and placed each scheme in the following categories to help Members to be able to approach prioritisation with an awareness of what the risk level would be of implementing any individual proposal.

Efficiency saving	No need for the budget, or the service to be delivered in a different way with zero substantive impact on Gwynedd residents
Cut	A cut that results in a small impact on service performance or provision
Cut	A cut that results in a noticeable impact on service performance or provision
Cut	A cut resulting in a material impact on service performance or provision

2.18 We also carried out a legal assessment with a high-level financial assessment on each individual scheme to ensure they were deliverable schemes.

- 2.19 When submitting their proposals, it included an explanation of the impact of each proposal on Gwynedd residents along with an initial consideration of equality considerations. Two workshops and several one-on-one sessions were held, where the Directors and I presented the proposals to workshops of elected Council Members.
- 2.20 During the workshops, Members indicated if they were willing to implement all 39 proposals, or, if they were not willing to implement them, accepted the need to increase council tax equivalent to the monetary value of the cut in question. For example "reducing capacity in the harbour management team which would save £35,000, or increasing the tax equivalent by 0.04%"

Financial strategy consultation

- 2.21 Prior to these workshops, we also held a Public Consultation explaining the Council's financial position and the likelihood that we would be forced to implement cuts as part of the effort to meet our 25/26 funding gap.
- 2.22 Instead of asking the public to identify areas where they would be willing to implement cuts, everyone was asked to identify the 5 service areas that were most important to them.
- 2.23 There were 627 responses (Appendix B), and the top 5 areas, in order of priority were:
1. Education – primary and secondary schools
 2. Adult Social Services - providing support and care to adults with care / disability needs e.g. home care / care homes
 3. Highways - road maintenance
 4. Children's Social Services - providing support, protection, and care to vulnerable / disabled children
 5. Housing – building social housing, housing schemes for local people

- 2.24 The above was an important consideration in actively prioritising cut proposals and also setting a 25/26 budget. It is good to be able to confirm that we have not had to implement cuts in these areas and that we have once again been able to protect school budgets and services for the county's vulnerable people, and indeed have been able to supplement those budgets in many cases.

Workshop findings

- 2.25 There was a consensus among members on which plans should be prioritised, and it turned out that there was no appetite to be implementing many cuts. In fact 21 out of the 39 options were ones where over half of members were not supportive of implementation.

- 2.26 There was consensus among over 80% of members for only 9 options that they were willing to implement them.
- 2.27 By going below this threshold, the differences of opinion among members were more prominent and was one of the considerations in recommending the savings and cuts to adopt.
- 2.28 The conclusion was that there was support for implementing around £519k of the proposals over the next two to three years, in line with an approximate profile as follows:

2025/26	2026/27	2027/28
£100,000	£320,500	£98,500

- 2.29 A complete list of proposals prioritised for implementation can be found in Appendix A. Broadly they can be placed in the following groups in terms of the type of scheme involved:

Increasing income This will include increasing fees for services.	£90,000
Reducing resources or consolidating services This can mean a delay in receiving a service or a decrease in service performance.	£429,000
Total	£519,000

- 2.30 Although some of the savings here overlap with the functions of specific statutory duties, they do not involve the non-performance of the duties here.

Governance and Audit Committee

- 2.31 The Governance and Audit Committee will scrutinised the process of identifying savings and cuts at its meeting on 6th February 2025.

Further considerations

- 2.32 The Well-being of Future Generations (Wales) Act 2015 is about improving the social, economic, environmental and cultural well-being of Wales. The act imposes a well-being duty on public bodies aimed at achieving 7 well-being goals of a Wales that is prosperous, resilient, healthier, more equal with cohesive communities and a vibrant

culture where the Welsh language thrives and is responsible at a global level. The plan was prepared within the principles of the Act by applying the statutory 5 ways of working.

- 2.33 Reducing the impact on Gwynedd residents and future generations has been at the core of identifying savings and cuts. The process in itself filtered the proposals identifying those with the least impact, and to protect the well-being objectives / priority areas in the Council's Plan.
- 2.34 In accordance with the requirements of the Language Measure 2011, the impact on language is considered when making decisions. The Impact on Equality Characteristics, the Welsh language and Socio-economic disadvantage Assessment in Appendix C looks at the Cuts Plan as a whole and concludes that the same services will be available in Welsh and English following the implementation of the cuts so the Welsh language will not be treated less favourably than the English
- 2.35 In accordance with the legal duties under the Equality Act 2010 ("The Act") (including Welsh public sector duties) in decision making the Council must pay due regard to the need to (1) abolish unlawful discrimination (2) promote equality of opportunity and (3) build good relationships on the basis of the protected characteristics together and hold attention to socio-economic impacts.
- 2.36 The implications and impacts were evaluated in accordance with the duty under the Act in developing and prioritising the proposals. An Impact on Equality Characteristics, the Welsh language and Socio-economic disadvantage Assessment has been prepared in Appendix C which evaluates the impact of the recommended savings. The impact assessment has been part of this work throughout the journey and will continue as the plans are implemented. However, it is not considered that the Assessment has identified issues that would create a need for an alternative direction to the decision being sought.

3. Opinion of the Statutory Officers:

i. The Monitoring Officer:

This programme of proposed savings and cuts has been subject to a detailed assessment process as set out. However, it must be recognised that there are a range of schemes here that represent service cuts that will have various impacts. It is also appropriate to note that Cabinet is assured in the report about the continued performance of statutory duties. The delegation proposed is also appropriate. An Equality and Language impact assessment has been prepared as part of the process and needs to be considered by Cabinet as well as the results of the consultation. Approving these proposed savings allows the Cabinet to recommend a balanced Budget to the Full Council. I'm satisfied with the propriety of the report.

li. Statutory Finance Officer:

Department of Finance officials have worked closely with the author of the report, and I can confirm the accuracy of the figures included in it. Realising savings from the values set out is essential to enable us to set a balanced budget for 2025/26.

Appendices

Appendix A: List A - Savings and Cuts

Appendix B: Public Consultation report

Appendix C: Equality Assessment

APPENDIX A

Set an income target on the Payroll Unit to reflect the work being done for other agencies.	£20,000
Adjustments to the Youth Justice Service budget to correspond with actual spending.	£20,000
Increase the income target of the Hafan y Sêr Team which offers respite care to children	£50,000
Amalgamation of Sewerage and Private Drain works with another service in the Department	£56,000
Increase Pest Control Service fee	£20,000
Reduced provision following the dissolution of GWE	£197,000
Resource reduction in Fleet Service	£35,000
Reduce resource by combining the Grounds Maintenance Service with the Street scene Service	£71,000
Revise the printroom resource	£50,000
TOTAL	£519,000

Results of Cyngor Gwynedd's Financial Strategy Questionnaire 2025-2026

January 2025

Produced by the Research Team, Corporate Services

Introduction

The purpose of the questionnaire was to gain the public's views regarding what matters most to them. The results will assist the councillors with the work of establishing a financial strategy and set a budget for the 2025-2026 financial year.

The questionnaire was live on the Council's website on 28 November up to 20 December 2024. It was promoted by sharing it with the Gwynedd Residents' Panel, with Members through an article in the Members' bulletin and messages on the Council's social media accounts.

Results

A total of 627 responses were received to the questionnaire. Most of them (94.4%, N=592) came from individuals, 3.8% (N=24) came from 'others', 0.8% (N=5) came on behalf of an organisation, group or business, and 0.3% (N=2) came on behalf of a Community / City / Town Council. Responses were received from Felinheli Community Council and Caernarfon Town Council.

	Number	Percentage
As an individual	592	94.4
On behalf of an organisation, group or business	5	0.8
On behalf of a Town/Community council	2	0.3
Other	24	3.8
No response	4	0.6
Total	627	100.0

Responders were asked to choose up to five services that Cyngor Gwynedd should prioritise in terms of expenditure. The table below shows the outcomes of the five main priorities from highest to lowest.

Services	No.	%
Education – primary and secondary schools	350	55.8
Adults Social Services - provision of care and support to adults with care / disability needs, e.g. domiciliary care / care homes	296	47.2
Highways - roads maintenance	235	37.5
Children's Social Services - provision of support, safeguarding and childcare for vulnerable children / children with a disability	234	37.3
Housing - construction of social housing, housing schemes for local people	213	34.0
Waste and Recycling - Waste and recycling collection	206	32.9
Economic development - employment support, business support, town centre regeneration and economic growth	159	25.4
Education in the early years, additional learning needs, school transport	154	24.6
Clean and tidy communities and towns	130	20.7
Transport - public footpaths, car parks, public transport	129	20.6
Flood prevention and coastal protection	120	19.1
Youth Services	99	15.8
Leisure Centres	96	15.3
Tourism services and sustainable visitor economy	86	13.7
Homelessness	83	13.2
Libraries and archives	83	13.2
Public Protection - food safety, pollution control, trading standards and licensing	76	12.1
Recycling Centres	54	8.6
Benefits and welfare	52	8.3
Costs of running the Council and support services	38	6.1
Maritime, beach management and harbours	33	5.3
Planning and Building Control - control of new building developments, conservation, building safety, planning enforcement	31	4.9
Country parks and museums	25	4.0
Information technology and digital services	17	2.7

After responders chose their five priority fields, there was a space for them to provide comments if they wished to do so. Comments were received from almost half the responders (47.4%, N=297). The following table summarises those comments per field. No observations were obtained from 52.6% (N=330) of the responders.

Area	No.	%
Social Care / Childcare / Health	44	14.8
Other	32	10.8
Education (with early years education being referred to again repeatedly)	27	9.1
Community homes / Affordable housing / Better housing for local people	23	7.7
Consider the impacts on specific groups of people, e.g. Disability, children, vulnerable adults	21	7.1
Less salary for councillors / Fewer councillors	19	6.4
Economic growth / Job development / good local employment	20	6.7
Tourism - Not charging a tourism tax / Gwynedd is a place that is reliant on tourism / Helping the tourism industry	18	6.1
Need to improve lanes / roads	13	4.4
Look at the value of each officer / function	13	4.4
No spending on specific projects, e.g. Dinas Dinlle Parking, costs of sea defences, widening pavements	13	4.4
Better communication from activities / Coordinating volunteers to carry out some functions / Community activities to improve well-being	12	4.0
Need to improve town centres	11	3.7
Need fewer managers / more frontline staff	11	3.7
Merge services with nearby councils / other partners / Need to be innovative and try different thing / Map out what is already being done by other organisations	12	4.0
Additional Learning Needs	11	3.7
Better collaboration between departments to reduce duplication save money / efficiency audit / design the organisation	11	3.7
Environmental factors, e.g. Flooding, biodiversity, walking paths	11	3.7
Waste and Recycling	10	3.4
Monitor any spending	9	3.0
Need to protect statutory services	8	2.7
Less emphasis on the Welsh language	8	2.7
Public Transport	7	2.4
Parking / collecting fines	6	2.0
Unable to prioritise / Every service needs support / Equal cuts across every service	6	2.0
Cuts to preventative services increasing the work pressures of front line services	5	1.7
Need to look more long-term / what is the impact of the cuts being made now in the long-term	5	1.7
Need to improve playing areas	4	1.3
Leisure Centres	4	1.3
Positive impact on some services when improving other services	3	1.0
Making cuts fairly across the county, e.g. Urban and rural / Arfon, Dwyfor, Meirionnydd	3	1.0
Remembering about the people who are not on benefits but who are also finding it hard	3	1.0
Active Travel	3	1.0
No increases to Council Tax	3	1.0
Libraries	3	1.0

Not increasing the second homes premium	3	1.0
No employment of new staff / fewer staff	3	1.0
Staff to work in the offices rather than from home	3	1.0
Grass cutting	2	0.7
Keeping streets clean and tidy / Reducing dog fouling	2	0.7
Using grants instead of Council money to run some services	1	0.3
Offering early retirement / redundancies to officers	1	0.3
CCTV	1	0.3
Public Toilets	1	0.3
Reduction in administrative costs	1	0.3
Holding meetings on-line	1	0.3
Increasing the second homes premium	1	0.3
Council Buildings - switching off lights, lowering the heating	1	0.3
Need to be able to choose more than 5 services to prioritise / need a better explanation of what every service does	1	0.3
<i>Denominator = 297</i>		

Then it was asked 'considering the 5 priority services you have chosen, do you believe that cutting spending in those fields will have a potential impact on the Welsh language, the opportunities to use it and on its status within the community?'

41.3% (N=259) responders believe that it would have a negative impact (combination of 'slight negative impact' and 'negative impact'), whilst 38.4% (N=241) believed that it would have no impact, and 18.6% (N=117) believed that it would have a positive impact (combination of 'some positive impact' and 'positive impact').

	No.	%
Positive impact	78	12.4
Some positive impact	39	6.2
No impact	241	38.4
Some negative impact	56	8.9
Negative impact	203	32.4
No response	10	1.6
Total	627	100.0

It was asked 'Is there anything that can be done to have a more positive impact on the Welsh language and the use made of it, or to get rid of any negative impacts?' Comments were received from 35.9% (N=225) of the responders.

The table below summarises the observations of the responders who noted that it would have a **negative impact** per field.

Area	No.	%
No Observations	172	66.4
Education – primary and secondary schools (Protection / Budget Increases) / Welsh a part of the curriculum of every school / Language Centres	16	6.2
Housing - construction of social housing, housing schemes for local people, control of second homes and holiday homes	14	5.4
Free Welsh language lessons / Welsh language groups in the evenings / more GCSE level courses / Make it easier to learn Welsh	13	5.0
More jobs	10	3.9
Not giving priority to the Welsh language / Not a priority in the current economic climate / Not conducting Council job interviews in Welsh only	8	3.1
The Welsh Language First / Continue with the current situation / Protect the Welsh language budget	7	2.7
The use of Leisure Centres, Libraries and Museums is important	6	2.3
Bilingual society	5	1.9
I do not understand the question / Irrelevant or unclear answer	4	1.5
Encourage businesses to use the Welsh language	4	1.5
Improve Public Transport	3	1.2
Encourage parents to speak Welsh in the home	2	0.8
Instil pride in the environment and the Community	2	0.8
Promote Tourism / Improve the image of the Welsh language in the media / Image of Tourism in the context of the Welsh language being attacked	2	0.8
Article 4 affecting people's desire to remain in Gwynedd	2	0.8
Improve Social Services / Ensure that Social Services' staff are Welsh speakers	1	0.4
Ensure that AI understands Welsh	1	0.4
Ensure that signs are bilingual	1	0.4
Council Staff - Welsh test for Council employees / raise staff's salaries	1	0.4
All political groups to encourage the use of the Welsh language	1	0.4
Welsh language projects with young people	1	0.4
Improve the salaries of domiciliary carers and care homes	1	0.4
<i>Denominator=259</i>		

The table below summarises the observations of the responders who noted that it would have a **positive impact** per area.

Area	No.	%
No Comments	69	59.0
Not giving priority to the Welsh language / Not a priority in the current economic climate / Not conducting Council job interviews in Welsh only	8	6.8
Housing - construction of social housing, housing plans for local people, control of second homes and holiday homes	7	6.0
Free Welsh language lessons / Welsh language groups in the evenings / more GCSE level courses / Make it easier to learn Welsh	7	6.0
The Welsh Language First / Continue with the current situation / Protect the Welsh language budget	6	5.1
A bilingual society	4	3.4
Education – primary and secondary schools (Protection / Budget Increases) / Welsh a part of the curriculum of every school / Language Centres	4	3.4

More jobs	3	2.6
Promote Tourism / Improve the image of the Welsh language in the media / Image of Tourism in the context of the Welsh language being attacked	3	2.6
Council Staff - Welsh test for Council employees / raise staff's salaries	2	1.7
Encourage parents to speak Welsh in the home	2	1.7
I do not understand the question / Irrelevant or unclear answer	1	0.9
Improve Social Services / Ensure that Social Services' staff are Welsh speakers	1	0.9
The use of Leisure Centres, Libraries and Museums is important	1	0.9
No need to send out correspondence in both languages, only in the recipient's main language / Use Welsh that is easier to understand	1	0.9
Instil pride in the environment and the Community	1	0.9
Encourage businesses to use the Welsh language	1	0.9
Learn Welsh through Sports clubs	1	0.9
<i>Denominator=117</i>		

The table below summarises the observations of the responders who noted that it would have **no impact** per area.

Area	No.	%
No Comments	167	69.3
Not giving priority to the Welsh language / Not a priority in the current economic climate / Not conducting Council job interviews in Welsh only	28	11.6
Bilingual society	8	3.3
Free Welsh language lessons / Welsh language groups in the evenings / more GCSE level courses / Make it easier to learn Welsh	6	2.5
The Welsh Language First / Continue with the current situation / Protect the Welsh language budget	6	2.5
Education – primary and secondary schools (Protection / Budget Increases) / Welsh a part of the curriculum of every school / Language Centres	6	2.5
No need to send out correspondence in both languages, only in the recipient's main language / Use Welsh that is easier to understand	5	2.1
Promote Tourism / Improve the image of the Welsh language in the media / Image of Tourism in the context of the Welsh language being attacked	5	2.1
I do not understand the question / Irrelevant or unclear answer	3	1.2
More jobs	3	1.2
Look at how to provide better Welsh-medium services	3	1.2
Housing - construction of social housing, housing plans for local people, control of second homes and holiday homes	2	0.8
Encourage businesses to use the Welsh language	2	0.8
Improve Public Transport	1	0.4
Ensure that signs are bilingual	1	0.4
Important that Welsh-medium Dementia Services are available	1	0.4
Welsh language projects with young people	1	0.4
Grants for businesses / clubs / social areas	1	0.4
<i>Denominator=241</i>		

Then it was asked 'Considering the 5 priority services you have chosen; do you believe that reducing spending in those fields would have a possible impact on people facing socio-economic

disadvantage? Socio-economic disadvantage means all types of poverty - financial poverty, digital poverty, living far away from services, etc.'

64.9% (N=407) believed that it would have a negative impact (combination of 'negative impact' and 'some negative impact').

	No.	%
Positive impact	74	11.8
Some positive impact	36	5.7
No impact	96	15.3
Some negative impact	64	10.2
Negative impact	343	54.7
No response	14	2.2
Total	627	100.0

Finally, they were asked to note any other comments. Comments were received from 16.9% (N=106) of responders.

The table below summarises the observations of the responders who noted that it would have a **negative impact** per area.

Area	No.	%
No Comments	328	80.6
Prioritising our young and vulnerable residents / Protecting schools' budgets	23	5.7
Reducing spending that will create a negative impact / more poverty / impact on the economy and social care	23	5.7
More jobs needed / economic growth	12	2.9
Affordable housing priorities / Suitable Housing / Fair Council Tax	9	2.2
Irrelevant Comment / Unclear	6	1.5
Protecting spending on public transport / Improving public transport / roads	5	1.2
Libraries essential, also museums and parks	4	1.0
Tourism is important	4	1.0
Need more volunteers / Community to help / Embracing all sections of the Community	3	0.7
Cut jobs in the Council / Efficiency Measures	3	0.7
Looking after the Environment is important	2	0.5
Need well-being measures (e.g. Investing in sports and Leisure Centre)	2	0.5
Not giving priority to the Welsh language / Reducing spending on the Welsh language	1	0.2
Encourage use of Welsh, but sending information out bilingually is a waste of money	1	0.2
Invest in educating parents from deprived backgrounds	1	0.2
Ensure that there is no impact on homeless people	1	0.2
Need to invest in IT and digital technology elements	1	0.2
Focus on statutory / essential services	1	0.2
Focus on people who are native to Gwynedd	1	0.2
Need to continue to support people with disabilities	1	0.2
<i>Denominator=407</i>		

The table below summarises the observations of the responders who noted that it would have a **positive impact** per area.

Area	No.	%
No Comments	95	86.4
Prioritising our young and vulnerable residents / Protecting schools' budgets	7	6.4
Reducing spending that will create a negative impact / more poverty / impact on the economy and social care	4	3.6
Affordable housing priorities / Suitable Housing / Fair Council Tax	4	3.6
More jobs needed / economic growth	3	2.7
Tourism is important	3	2.7
Protecting spending on public transport / Improving public transport / roads	2	1.8
Looking after the Environment is important	2	1.8
<i>Denominator=110</i>		

The table below summarises the observations of the responders who noted that it would have **no impact** per area.

Area	No.	%
No Comments	87	90.6
Irrelevant Comment / Unclear	4	4.2
More jobs needed / economic growth	1	1.0
Reducing spending that will create a negative impact / more poverty / impact on the economy and social care	1	1.0
Not giving priority to the Welsh language / Reducing spending on the Welsh language	1	1.0
Looking after the Environment is important	1	1.0
Tourism is important	1	1.0
Cut jobs in the Council / Efficiency Measures	1	1.0
Reduce spending on translation	1	1.0
<i>Denominator=96</i>		

Information about the responders

Gender

	No.	%
Woman / Female	364	58.1
Man / Male	203	32.4
I prefer not to say	47	7.5
No response	10	1.6
I identify in a different way	3	0.5
Total	627	100.0

Please note your age group

	No.	%
16 – 24 years	5	0.8
25 – 34 years	75	12.0
35 - 44 years old	104	16.6
45 - 54 years old	119	19.0
55 - 64 years old	129	20.6
65 - 74 years old	93	14.8
75 - 84 years old	40	6.4
85+ years old	7	1.1
I prefer not to say	9	1.4
No response	46	7.3
Total	627	100.0

Section 6 (1) of the 2010 Equality Act states that an individual is disabled if: a) Does that individual have a physical or mental impairment? and b) That the impairment has a substantial and long-term detrimental impact on the individual's ability to carry out usual day-to-day activities. Using this definition, do you consider yourself a disabled person?

	No.	%
Yes	77	2.2
No	483	8.5
I prefer not to say	53	77.0
No response	14	12.3
Total	627	100.0

How would you describe your Welsh language skills?

	No.	%
Speaking, reading and writing fluently	300	47.9
Speaking, reading and writing, but not very confident	84	13.4
Speaking, reading and writing - currently learning	73	11.6%
I prefer not to say	55	8.8%
Unable to speak or understand Welsh	49	7.8
Other	27	4.3

Speaking, but unable to read or write	26	4.2
No response	13	2.1
Total	627	100.0

Assessing the Impact on Equality Characteristics, the Welsh language and the Socio-Economic Disadvantage

Please see the leaflet *How to Make an Equality Impact Assessment* for support to complete this form. You are also welcome to contact Delyth Williams, Policy and Equality Officer on ext. 32708, or DelythGadlysWilliams@gwynedd.llyw.cymru for further assistance

The Council is required (under the Equality Act 2010) to consider the impact that any changes in any policy or procedures (or the creation of a new policy or procedure) will have on people with protected equality characteristics. The Council also has additional general duties to ensure fairness and to foster good relationships. Therefore, a timely assessment should be made before any decision is taken on any relevant change (i.e., that affects people with protected equality characteristics). The Council also has additional general duties to ensure fairness and to foster good relationships. Therefore, a timely assessment must be made before a decision is taken on any relevant change (i.e. that affects people with protected equality characteristics).

The Council is also required, under the requirements of the Welsh Language Standards (Section 44 of the Welsh Language (Wales) Measure 2011), to consider the impact that any change in policy or procedure (or the creation of a new policy or procedure), will have on opportunities for people to use the Welsh language and to ensure that the Welsh language is not treated less favourably than English. This document therefore ensures that these decisions safeguard and promote the use made of the Welsh language. This document therefore ensures that these decisions safeguard and promote the use made of the Welsh language.

From 1 April 2021 onwards, the Council has a duty to give due attention to addressing socio-economic disadvantage in strategic decisions.

1) Details

1.1 What is the name of the policy / service in question?

Cuts 2025/2026

1.2 What is the purpose of the policy/service that is being created or amended? What changes are being considered?

Cuts to meet the financial gap the Council faces in the 2025/2026 budget.

1.3 Who is responsible for this assessment?

Dafydd Gibbard

1.4 When did you commence the assessment? Which version is this?

There was an informal assessment by the departments in June 2024. This formal assessment was started in October 2024.

2) Implementation

2.1 Who are the stakeholders or partners with whom we will have to work to carry out this assessment?

Council Departments
The People of Gwynedd
The Cabinet
Elected members in savings workshops

2.2 What steps have you taken to engage with people with protected characteristics, regarding the Welsh language or with communities (either due to location or due to need), who are living with a socio-economic disadvantage?

The public consultation 'Gwynedd Council's Financial Strategy 2025-2026' was live on the Council's website from 28 November until 20 December 2024. The purpose of the questionnaire was to collect the public's opinion on which public services were most important to them. The results will assist the councillors with the work of establishing a financial strategy and setting a budget for the 2025-2026 financial year.

It was promoted by sharing it with the Gwynedd Residents Panel, with the Members through an article in the Members' bulletin and messages on the Council's social media.

In addition, a corporate engagement process has meant that the Elected Members have had an opportunity to give input based on their awareness of their areas and what their constituents are raising with them.

Departments will need to decide what level of engagement will be required to carry out their individual impact assessments and that will feed into the method of implementation.

2.3 What was the outcome of the engagement?

The plan has been developed and co-planned to include the views of the members and the public.

The respondents were asked to choose up to 5 services that Cyngor Gwynedd should prioritize in terms of spending. The table below shows the results of the five main priorities from greatest to least.

Services	Number	%
Education – Primary and secondary schools	350	55.8
Adult Social Services - providing support and care for adults with care needs / disability e.g. home care / care homes	296	47.2
Highways - road maintenance	235	37.5
Children's Social Services - providing support, safeguarding and care for vulnerable / disabled children	234	37.3
Housing – building social housing, housing schemes for local people	213	34.0
Waste and Recycling - waste collection and recycling	206	32.9

After the respondents had chosen their 5 priority areas, there was a box for them to comment if they wished to do so. Comments were received from almost half of the respondents (47.4%, N=297). The table below summarizes those comments by area. No comments were received from 52.6% (N=330) of the respondents.

Area	Number	%
Social Care / Children's care / Health	44	14.8
Education (with early years education referred to several times)	27	9.1
Social housing / Affordable housing / Better housing for local people	23	7.7
Consider effects on specific groups of each e.g. Disability, children, vulnerable adults	21	7.1
Less pay for councillors / Less councillors	19	6.4
Economic growth / Job development / good employment locally	20	6.7
Tourism - No raising tourism tax / Gwynedd is a place dependent on tourism / Helping the tourism industry	18	6.1
Road improvements needed	13	4.4
Looking at the value of each officer / function	13	4.4
No spending on specific projects e.g. Dinas Dinlle Parking, marine defence costs, pavement widening	13	4.4
Improved communication of activities / Coordinating volunteers to do certain functions / Community activities to improve well-being	12	4.0
Combining services with neighbouring councils / other partners / Need to be bold to try different things / Map out what is already being done by other organisations	12	4.0

2.4 On the basis of what other evidence are you acting?

We now know what our Welsh Government Revenue Support Grant (RSG) level will be for 2025/26 (an increase of 3.2%), and that it will be significantly below the level of inflation and well below what we will need to maintain our current level of services.

We also face a situation where departments are overspending, mainly due to continued increases in demand for their services and that it is now impossible for some services such as homelessness, children care services, adults care services and school transport to be able to operate within their current budget. It results in overspending this year in the region of £7.6M.

The result of increased demand, the need to provide a higher budget for departments that are now unable to cope with their current budget, and the Government's low RSG, is that the Council faces a funding gap this year of £8.77M.

When submitting their proposals, the Departments included an assessment of the impact of each proposal on Gwynedd residents along with an initial consideration of equality considerations. Over two sessions the Chief Executive presented the proposals to workshops of elected Members of the Council.

There are proposals relating to raising income through fees. Due to the cumulative effect and the fact that increased payments like this inevitably have a greater impact on people living with socio-economic disadvantage than others this is going to have a greater impact on some people.

2.5 Are there any gaps in the evidence that needs to be collected?

It is possible that, due to a lack of adequate information, there is an impact on certain characteristics, and it is important to look at them individually to identify if a full assessment needs to be undertaken. Of course, an impact assessment may have been done on a number of these already.

3) Identifying the Impact

3.1 The Council must duly address the impact that any changes will have on people with the following equality characteristics. What impact will the new policy/service or the proposed changes in the policy or service have on people with these characteristics? It is also necessary to consider the impact on Socio-Economic disadvantage and on the Welsh Language.

Characteristics	What type of impact?	In what way? What is the evidence?
Race (including nationality)	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Disability	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Gender	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Age	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Sexual orientation	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Religion or belief (or non-belief)	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Gender reassignment	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Pregnancy and maternity	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Marriage and civil partnership	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
The Welsh language	Neutral	The impact appears to be neutral in terms of the scheme, but it is necessary for departments to ensure that they carry out an impact assessment on the individual issues.
Socio-Economic Disadvantage	Negative	There are proposals relating to raising income through fees. Due to the cumulative effect and the fact that increased payments like this inevitably have a greater impact on people living with socio-economic disadvantage than others this is going to have a greater impact on some people. We will ensure that the relevant departments mitigate any negative effects when implementing.

3.2 The Council has a duty under the Equality Act 2010 to contribute positively to a fairer society through advancing equality and good relations in its activities in the fields of age, gender, sexual orientation, religion, race, transgender, disability and pregnancy and maternity. The Council must duly address the way any change impacts on these duties. The Council must duly address the way any change impacts on these duties.

General Duties of the Equality Act	Does it have an impact?	In what way? What is the evidence?
Eliminate unlawful discrimination, harassment and victimisation	No	The effect mentioned in 3.1 is not thought to be sufficient to lead to discrimination, harassment or persecution.
Promote equal opportunities	Possible	As an impact has been identified, careful action will have to be taken to ensure that the changes do not affect this duty.
Building good relationships	Possible	As an impact has been identified, careful action will have to be taken to ensure that the changes do not affect this duty.

3.3 How does your proposal ensure that you work in accordance with the Welsh Language Standards (Welsh Language (Wales) Measure 2011), to ensure that the Welsh language is not treated less favourably than English, and that every opportunity to promote the Welsh language is taken (beyond providing bilingual services) and increase opportunities to use and learn the language in the community?

This Integrated Impact Assessment looks at the Cuts Plan as a whole. It is likely that the same services will be available in Welsh and English following the cuts so the Welsh language will not be treated less favourably than English.

The public consultation held in November / December 2024 asked if the consultees believed that reducing expenditure in the 5 priority services they had chosen would have a possible impact on the Welsh language, the opportunities to use it and its status within the community. 38.4% of respondents believed it would have no effect, 41.3% believed it would have a negative effect and 18.6% believed it would have a positive effect. It is noted that the cuts plan does not propose cuts in the 5 areas ranked most important to the consultees.

Each individual cut is expected to have a separate Assessment on the plan as a whole and/or on specific parts of it. These assessments will need to identify any further opportunities to promote the Welsh language in their areas. It is the duty of the person responsible for the individual plan to make that Assessment(s).

3.4 What other measures or changes could you include to strengthen or change the policy / practice to have a positive impact on people's

opportunities to use the Welsh language, and to reduce or prevent any detrimental impacts that the policy/practice could have on the Welsh language?

n/a

3.5 How does the proposal show that you have given due regard to the need to address inequality due to socio-economic disadvantage? (Please note that this relates to closing the inequality gap, rather than improving outcomes for everyone only).

Many characteristic groups are also more prone to living in poverty. But they will also be affected by other forms of poverty, which relate to access to services, digital poverty etc.

There are proposals relating to raising income through fees. Due to the cumulative effect and the fact that increased payments like this inevitably have a greater impact on people living with socio-economic disadvantage than others this is going to have a greater impact on some people.

The public consultation held in November / December 2024 asked if the consultee believed that reducing expenditure in the 5 priority services they had chosen would have a possible impact on people facing socio-economic disadvantage. 15.3% of respondents believed it would have no effect, 64.9% believed it would have a negative effect and 17.5% believed it would have a positive effect. It is noted that the cuts plan does not propose cuts in the 5 areas that were most important to the consultee.

3.6 What other measures or changes can you include to strengthen or change the policy / practice to demonstrate that you have given due regard to the need to reduce disproportionate outcomes as a result of socio-economic disadvantage, in accordance with the Socio-Economic Act?

This will be addressed more thoroughly in the individual assessments

4) Analysing the results

4.1 Is the policy therefore likely to have a significant, positive impact on any of the above? What is the reason for this?

These have varying impact and will be constantly monitored in their implementation, but it must be accepted that they are savings schemes in response to a National financial austerity

situation.

4.2 Is the policy therefore likely to have a significant, negative impact on any of the above? What is the reason for this?

No

4.3 What should be done?

Select one of the following:

Continue with the policy / service as it is robust	
Revise the policy to remove any barriers	
Suspend and abolish the policy as the harmful impacts are too great	
Continue with the policy as any harmful impact can be justified	X
No further steps at present, it is premature to decide, or there is insufficient evidence	

4.4 If you continue with the plan, what steps will you take to reduce or mitigate any negative impacts?

The departments will work to ensure they mitigate any negative impacts.

4.5 If you are not taking any further action to remove or reduce the negative impacts, please 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 savings will be challenged at the performance monitoring meeting 4 times a year. In addition, a Savings Overview report will be presented to Cabinet 3 times a year.

Meeting: Cabinet

Date: 11 February 2025

Cabinet Member: Councillor Huw Wyn Jones, Cabinet Member for Finance

Subject: 2025/26 Budget

Contact Officer: Dewi Morgan, Head of Finance

2025/26 BUDGET

Decision Sought

Recommend to the Council (at its meeting on 7 March 2025) that:

1. A budget of £355,243,800 should be set for 2025/26, to be funded by £246,818,190 of Government Grant and £108,425,610 of Council Tax income (which is an increase of 8.66%).
 2. A capital programme of £53,736,190 in 2025/26 should be established, to be funded from the sources set out in Appendix 4 of the report.
-

1. INTRODUCTION

- 1.1 The Council must set a balanced budget for 2025/26.
- 1.2 This budget is set at a time when Welsh local authorities continue to face financial challenges, where the addition to the settlement does not meet the increase in demand for services.
- 1.3 Cyngor Gwynedd has received a grant increase for 2025/26 of 3.1%, equivalent to a £7.5m increase in external funding. In addition, a further £6.5m has been included to reflect the transfer of responsibilities to the settlement, which is also included in the grant.
- 1.4 By 2025/26, our spending would need to be increased by £24.2m to "stand still" (details are in part 3 below). This includes £7.7m to meet pressures on service budgets (details of the individual 'bids' are in Appendix 2).

- 1.5 It is seen in this report that demand pressures on services, as well as inflationary pressures indicate that a combination of Council Tax increases and the introduction of a new programme of savings and cuts must be considered if a balanced budget is to be set for 2025/26. The 2025/26 budget seeks to protect the services the Council provides to the people of Gwynedd and recommends an 8.66% increase in Council Tax to achieve that objective this year. Even then, we will need to look for savings and cuts to set a balanced budget, and forecasts suggest there will be further pressure in aiming to set a balanced budget for 2026/27.
- 1.6 The savings and cuts that have been identified have been subject to consultation with Council members in a series of workshops in January 2025. The draft budget has been considered by a majority of Council members at a briefing session on the financial situation held on 28 January 2025, and scrutinised by the Governance and Audit Committee on 6 February. The role of the Cabinet is to recommend a balanced and appropriate budget to the Council meeting on 6 March for 2025/26.
- 1.7 The 2025/26 budget includes a substantial proportion of the savings that have slipped from previous years, savings identified when setting the 2024/25 budget, as well as new savings.
- 1.8 This year we propose to establish a capital programme worth £53.7m in 2025/26, as set out in Appendix 4.
- 1.9 The full Council are required to consider the budget and set Council Tax for 2025/26 based on the issues identified in the following report. This detailed report sets out the factors influencing the proposed revenue budget for 2025/26 and outlines the main changes since 2024/25.

2. WELSH GOVERNMENT GRANT

- 2.1 The Welsh Government has announced the indicative local authority funding settlement for 2025/26 as follows:

Revenue Support Grant 2024/25 – 2025/26	Total Welsh Authorities £	Cyngor Gwynedd £
2024/25 Government Grant	5,877,383,500	239,296,450
2025/26 Government Grant	6,130,839,270	246,818,190
Increase £	253,455,770	7,521,740
Increase %	4.3%	3.1%

Further details of the settlement can be found here –

[Local government revenue and capital settlement: provisional 2025 to 2026 | GOV.WALES](#)

- 2.2 Official Welsh Government figures in the table above show notionally that Cyngor Gwynedd is receiving a grant increase of £7.5m by next year (after adjusting the relative 2025/26 figure to reflect changes to the taxbase and transfers to the settlement), which is a 3.1% increase, while the average across Wales is 4.3%.
- 2.3 Several factors feed into the local government grant allocation formula, such as the county's population, the number of pupils in our schools, and the number of income support claimants.

3. COUNCIL REVENUE EXPENDITURE – 2025/26

- 3.1 The increase in expenditure required to "stand still" in 2025/26 is set out in the table below.

Additional Expenditure Requirements

	£	£
Base Budget		331,814,710
Staff Salary Inflation	8,597,340	
Additional Employers NI	4,560,100	
Grant Towards Additional Employers NI	(3,500,000)	
Other Inflation (suppliers)	1,715,150	
Levies (Fire, ENPA, NRW & CJC)	505,730	
Demography	(643,000)	
Bids – Pressures on Services	7,688,450	
Various Budget Adjustments	(93,130)	
Interest on Balances	2,254,120	
Transfers to the Settlement	3,094,330	
Net total of increases		<u>24,179,090</u>
Total 2025/26 spending requirements before savings		<u>355,993,800</u>

3.2 Base Budget 2024/25

Although the net expenditure for 2024/25 was £332m, it is important to note that the Council's actual expenditure is £590m, because we receive a host of specific grants worth £177m and charge an overall income of £81m for services we provide.

3.3 Salary Inflation £8.6m

An agreement was reached on workforce pay (apart from teachers) for April 2024 to March 2025 by agreeing an increase of £1,290 up to pay point 43, and then 2.5% to pay point 44 and above. In line with most other local authorities, we had budgeted prudently for a 5% increase, with the final agreement a little less than what had been budgeted for.

This budget sets aside the objective of an increase in the 2025/26 pay agreement of 3.5% for the whole workforce (teachers from September 2025, remaining workforce from April 2025).

3.4 Employer National Insurance Net Adjustments £1.1m

The Chancellor announced in the Budget statement for 2025/26 that there will be an adjustment to the threshold and the rate of national insurance paid by an employer. This budget is set on the basis that the cost will be partly funded by the Government.

3.5 Other Inflation £1.7m

This is a 'net' amount which includes provision for a range of changes dependent on the rate of inflation in a number of specific areas. The main areas where increases are seen are:

- Independent Residential Care Homes £1.4m
- Non-residential Care £972k:
 - Supported Housing £624k,
 - Domiciliary Care £234k,
 - Other services £114k
- Energy (Electricity and Gas) (£819k)
- Fuel (Diesel and Petrol) (£184k)
- Increase in other prices:
 - Insurance £133k
 - Property rates £44k

3.6 Levies £506k

The levies paid to the relevant bodies will increase as follows between 2024/25 and 2025/26:

• North Wales Fire and Rescue Authority	£427k
• Eryri National Park Authority	£53k
• Natural Resources Wales (Special Levies)	£2k
• North Wales Corporate Joint Committee (CJC)	£24k

The net increase of £427k to the North Wales Fire and Rescue Authority levy is equivalent to an increase of 0.43% in council tax, this presumes a grant will be received to contribute towards the authority's additional National Insurance cost.

3.7 Demography (£643k)

Due to a reduction in pupil numbers in schools; namely secondary (£228k) and primary (£415k).

3.8 Pressures on Services £7.7m

Appendix 2 contains details of each individual request for additional expenditure arising from pressures on the services.

It is recommended that bids worth £7.7m for additional permanent resources submitted by Council departments to meet inevitable pressures on their services are approved.

All departments are asked to identify any expenditure the Council must deliver to ensure continuity of basic service. The procedure here is not for desirable new developments, but rather for the continuation of existing basic services.

An element of these applications of course manifests itself as we review the current year's spending patterns. Others are the result of issues arising where spending is necessary to protect outcomes for the public, or to meet statutory requirements. There is also an element of central government creating pressures and expectations, followed by the Council having to cope with the knock-on effects.

The items presented in Appendix 2 have been thoroughly challenged by the Leadership Team before being recommended for Cabinet approval. Furthermore, all these spending requests were presented at the Budget Seminar held on 28 January 2025.

3.9 Various Budget Adjustments £2.2m

A total reflecting a significant number of adjustments to different budgets across the Council. This includes the impact of a decrease in interest receipts of £2.3m in returns in investing balances and the Council's cash flow, and a cost decrease of (£93k) due to other budgetary considerations.

4. EXISTING SAVINGS THAT HAVE ALREADY BEEN APPROVED

4.1 Cyngor Gwynedd has delivered over £42m of savings plans since 2015/16.

4.2 On 20 February 2024, the Cabinet approved a programme of savings worth £5.2m for the budget of 2024/25 onwards. The profile of this programme is seen in Appendix 3, which shows that £2,860,300 of these savings are profiled for 2025/26. £5.2m in its entirety was actioned in the 2024/25 budget, with subsequent year savings being bridged by funds/reserves. Therefore, the 2025/26 and 2026/27 savings do not assist in reducing the budgetary gap in those years.

4.3 Furthermore, there are three savings plans worth £650k which remain from previous savings programmes that are related to 2025/26.

4.4 The value of these savings by department is summarised in the following table.

Savings that have already been programmed to reduce the 2025/26 Funding Gap	
	£
Adults, Health and Wellbeing Department	1,123,120
Environment Department	949,630
Highways, Engineering and YGC Department	462,500
Finance and I.T. Department	292,540
Education Department	151,960
Economy and Community Department	135,020
Corporate Services Department	218,620
Corporate Management Team	30,000
Subtotal	3,363,390
Less: Savings Provision	(286,030)
Existing Planned Savings 2025/26	3,077,360

5. FUNDING GAP 2025/26 AND COUNCIL TAX

- 5.1 Part 3 above shows that the Council's spending requirements (before savings and cuts are removed) for 2025/26 are £356m. Part 2 noted that the grant from the Welsh Government will be £246.8m.
- 5.2 As explained in part 4 above, there are a total of £650k of savings and cuts to be utilised to reduce the funding gap.

Establishing the 2025/26 Budget	
	£
2024/25 Base Budget	331,814,710
Additional Expenditure Requirements	<u>24,179,090</u>
2025/26 Expenditure Requirements before Savings	355,993,800
less Welsh Government Revenue Grant Income	(246,818,190)
Funding Gap from Council Tax and further savings	<u>109,175,610</u>

- 5.3 That means there is a residual gap of £109.2m that needs to be filled. A savings report will be presented to the Cabinet on February 11, 2025, recommending the implementation of new savings and cuts programmes worth £519k. However, only £100k can be drawn from the budget for 2025/26 with the remaining amounts to be drawn from the 2026/27 and 2027/28 budgets.
- 5.4 While considering the £3.4m savings previously approved for 2025/26 (see Section 4 above). An additional £100k would bring a total savings and cuts amount of £3.5m for 2025/26. Nevertheless, £750k of this total will contribute towards addressing the budgetary deficit as explained in section 4.3.

Funding Gap from Council Tax and Savings	109,175,610
Less Existing Savings already approved	(650,000)
Less New Savings and Cuts	(100,00)
Funding Gap from Council Tax	<u>108,425,610</u>

- 5.5 Further details on the savings and cuts are found in Appendix 3.
- 5.6 It is recommended that the remainder of the gap is to be greeted through Council Tax. Increasing the Tax on individual dwellings by 8.66% will generate £108,425,610 of income, and this would be sufficient to fill the gap.

- 5.7 This will be £9.9m of additional Council Tax income compared to the 2024/25 budget. That equates to a Council Tax increase of £152.02 for properties in Band D, or £2.92 a week. The tax levied by the Police and Crime Commissioner (an increase of 6.44% for 2025/26) and the community councils (various %) will of course be in addition to this.
- 5.8 Background information and the context for setting the Tax level is set out in Appendix 6.
- 5.9 If Council members wanted a less than 8.66% increase in the level of Tax, then fewer permanent resources would have to be committed to deal with the pressures on services, there would be a need to find further savings and cuts, or a combination of both.
- 5.10 The choice between maintaining services and taxation is always a difficult one. For 2025/26 it is expected that the proposal to raise the tax by 8.66% to meet the pressures on services while setting a balanced budget will be a similar level to the majority of authorities in north Wales.

6. CONCLUSIONS / BUDGET 2025/26

- 6.1 This report and the appendices set out the factors that should be considered when establishing the 2025/26 budget and historic savings will still have to be harvested, new savings and cuts will have to be introduced, and the level of tax will need to be raised to set a balanced budget.
- 6.2 It is recommended that revenues of £356m be spent, having added £24.2m, which includes the provision of £7.7m to address demand for services.
- 6.3 Having received a grant from Welsh Government of £246.8m, relying on £750k of savings (£650k of historic savings that have already been programmed and £100k of new savings). The level of Council Tax will need to increase by 8.66% to generate £108.4m of income to close the 2025/26 funding gap.

Balanced budget for 2025/26	
	£
2025/26 Expenditure Requirements before Savings	355,993,800
2025/26 Savings Total	<u>(750,000)</u>
2025/26 Budget	<u>355,243,800</u>
To be funded from -	
Grant Income	246,818,190
Council Tax (yield after raising 8.66%)	<u>108,425,610</u>
2025/26 Budget	<u>355,243,800</u>

- 6.4 This will involve setting a net budget of **£355,243,800**. A breakdown of the budget per service is given in Appendix 1.

7. CAPITAL

- 7.1 The 2019/20 onwards asset strategy was established by the Council on 7 March 2019. On 11 July 2024 the strategy was revised and approved by the Council with the period extended to 2033/34. It is incorporated as part of the Capital Programme, and we are adding to that by 2025/26. Details of the current capital programme can be found in Appendix 4.
- 7.2 The two tables shown in Appendix 4 reflect the capital requirements, together with the funding, for setting the 2025/26 to 2027/28 capital budget, to establish a total programme worth £53,736,190 in 2025/26, to be funded from the sources analysed in Appendix 4.
- 7.3 The table in Appendix 4 states that £500k is available annually for the funding of capital bids. For 2025/26, £523k from this budget has been earmarked for the 3 relevant capital bids detailed in Appendix 2b.

8. LONGER TERM STRATEGY

- 8.1 When announcing the draft 2025/26 settlement in December 2024, the Welsh Government has not given an indication of the increase in grant that will be paid to Welsh local authorities from 2026/27. However, the outlook is not positive, and Cyngor Gwynedd, like all other councils, is expected to receive below-inflation increases in future – and perhaps no increase at all.
- 8.2 In considering the increased demand for services on the Council, in the face of shrinking provision because of cuts, there will need to be an early, fundamental consideration of what the Council can provide and how. As can be seen in Appendix 3, further saving plans have been programmed for 2026/27 and beyond but work will commence immediately after setting the budget for 2025/26 on updating a Medium-Term Financial Plan that recognises the situation as envisaged.

9. OTHER CONSIDERATIONS AND VARIOUS ASSESSMENTS

- 9.1 The current level of the Council's general balances is £7.9m. Given the increased pressures expected on the Council's budgets over the next few years, it is considered that this level of balances will be appropriate to reserve for practical cash flow and unexpected expenditure. Information on the balances and reserves is presented in Appendix 7.
- 9.2 Appendix 5, 'Addressing the Schools Budget in 2025/26', explains the position of the Gwynedd schools' budget.
- 9.3 In determining a budget, Cabinet and Council must consider the impact of their decisions in terms of equality, in line with the statutory duties placed on the Council through the Equality Act 2010. Appendix 8 deals specifically with the duty, including the statutory finance officer's comments on the whole Budget in terms of equality. The assessment confirms that there will be a positive overall impact from the continuity of services that are considered a priority for protection and funding to the additional level of demand, and it is not believed that any negative impacts will be significant.
- 9.4 The Council complies with the requirements of the Well-being of Future Generations (Wales) Act 2015 and the recommendations in the report are based and developed in accordance with the statutory duty on the Council under Section 3 to undertake sustainable development in all its activities. As usual, more detailed information about the Well-being Act and relevant conclusions is provided at Appendix 9.
- 9.5 The statutory finance officer must express a view on the robustness of the estimates. An appropriate risk assessment and confirmation is presented at Appendix 10.
-

Views of the local member

Not a local issue

Views of statutory officers

Monitoring Officer:

Although it is for the full Council to make a final decision on the Budget and Council Tax it is the responsibility of Cabinet to recommend this. It is important that Cabinet gives a clear recommendation on its spending plans and the draft budget and this report provides this. Once the Council has agreed the funding sources, then Cabinet will be responsible for the spending and prioritisation within that budget.

Head of Finance:

I have worked with the Cabinet Member to prepare this report in accordance with the Cabinet's decision of 11 February and confirm the contents. Having considered all the risks outlined in Appendix 10 to the report, and the mitigation, I consider that the Council's Budget for 2025/26 is robust, adequate, and achievable.

APPENDICES

- 1 Proposed Budgets
- 2 Summary of Bids
- 2a Permanent Revenue Bids
- 2b Capital Bids
- 3 Savings and Cuts
- 4 Capital
- 5 Dealing with the Schools Budget in 2025/26
- 6 Council Tax
- 7 Balances
- 8 Assessing the Impact on Protected Characteristics, the Welsh Language and Socio-Economic Disadvantage
- 9 Well-being of Future Generations (Wales) Act 2015
- 10 The Statutory Finance Officer's Statement on the Robustness of Estimates
- 11 Formal Decision

APPENDIX 1 - BUDGET SUMMARY

PROPOSED BUDGETS BY DEPARTMENT 2025/26											
	Base Budget 2024/25	Pay, NI and Pension Inflation	Other Inflation	Demography	Transfer to the Settlement	Grant Income Target Adjustment	Pressure on Services	Present Savings	New Savings	Various Adjustments	Base Budget 2025/26
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
DEPARTMENTS											
Central Education	20,472	888	(351)	0	70	0	0	(151)	0	(230)	20,698
Schools' Budget	93,627	5,762	(52)	(643)	2,262	0	0	0	0	96	101,052
Economy and Community	4,847	277	(283)	0	0	0	202	(135)	0	(2)	4,906
Adults, Health and Wellbeing	77,968	1,868	1,753	0	(40)	0	3,040	(1,046)	0	117	83,660
Business Service and Care Commissioning	2,622	107	4	0	0	0	90	(77)	0	(14)	2,732
Children and Supporting Families	22,949	787	(51)	0	0	0	2,273	0	0	92	26,050
Highways, Engineering and YGC	17,395	888	(239)	0	0	0	276	(463)	0	(25)	17,832
Environment	17,911	688	(85)	0	0	0	400	(950)	0	(14)	17,950
Housing and Property	8,645	156	34	0	0	0	785	0	0	50	9,670
Corporate Management Team and Legal	2,757	66	(5)	0	0	0	58	(30)	0	(12)	2,834
Corporate Services	7,752	394	17	0	0	0	289	(219)	0	19	8,252
Finance	8,368	323	149	0	0	0	275	(292)	0	174	8,997
DEPARTMENTAL TOTAL	285,313	12,204	891	(643)	2,292	0	7,688	(3,363)	0	251	304,633
Corporate and Capital Matters	53,609	954	1,330	0	802	(3,500)	0	97	(100)	878	54,070
TOTAL GROSS	338,922	13,158	2,221	(643)	3,094	(3,500)	7,688	(3,266)	(100)	1,129	358,703
Less Community Council Precepts	(3,116)	0	0	0	0	0	0	0	0	0	(3,116)
TOTAL GROSS EXPENDITURE	335,806	13,158	2,221	(643)	3,094	(3,500)	7,688	(3,266)	(100)	1,129	355,587
Balances and Specific Reserves	(3,991)	0	0	0	0	0	0	2,616	0	1,032	(343)
NET EXPENDITURE TOTAL =	331,815	13,158	2,221	(643)	3,094	(3,500)	7,688	(650)	(100)	2,161	355,244
Financed By:-											
Grant	233,317										246,818
Council Tax	98,498										108,426
Total Income	331,815										355,244

APPENDIX 2 - SUMMARY OF BIDS

Bids		Permanent (£)	Capital (£)
Group A	Additional resources to cover the true cost of providing existing services, dealing with historical overspend which is beyond the department's ability to resolve and/or additional pressures in 2025/26 due to increases in cost and demand	6,887,130	
Group B	Matters which the Cabinet have already decided to support during the year	90,000	
Group C	New Matters for 2025/26	711,320	
Capital 1	Refurbishment of fitness areas and equipment at Byw'n Iach Arfon and Dwyfor		160,000
Capital 2	(Cist Gwynedd) Community Support Fund		50,000
Capital 3	Social Services' Core System (To replace WCCIS)		312,800
		7,688,450	522,800

APPENDIX 2a - PERMANENT REVENUE BIDS 2025/26

Group	Title of Bid	Recommended permanent sum (£)
A	Additional resources to cover the true cost of providing existing services, dealing with historical overspend which is beyond the department's ability to resolve and/or additional pressures in 2025/26 due to increases in cost and demand	
1A	Adjust the income target for the Building Control Service to reflect the percentage of time spent on dealing with unkempt and dangerous buildings, which does not generate a fee	85,000
2A	Homelessness grant funding that has been transferred to the settlement this year and therefore needs to be added to the Homelessness Service revenue budget	699,680
3A	Loss of income to central services following the discontinuation of GwE	155,100
4A	Addressing the increase in demand for home care in the upcoming year and provision of additional care in an attempt to reduce waiting lists	1,100,000
5A	Funding the income shortfall in the Highways Departments which has lead to overspend for a number of years	100,000
6A	Increase in the cost of placing children in care in out of county placements	500,000
7A	Additional costs in addressing the increased demand for Childcare Social Services including increasing capacity and additional spending on direct payments	565,000
8A	Byw'n lach National Insurance increase	102,380
9A	Unavoidable increase in the service costs of external Care Homes	1,026,260
10A	Correcting discrepancies in the (equated pay) calculation method for the pay of workers on the lowest pay scales in several departments	150,000
11A	Dealing with a historic budget shortfall in the Street Care Team, which is beyond the department's ability to resolve, resulting in annual overspending for a number of years	175,610
12A	Dealing with a historic budget shortfall in the Waste Team, beyond the department's ability to resolve, resulting in annual overspending for a number of years	400,000
13A	An increase in the demand for the support service of the Derwen team for children with disabilities	800,000
14A	Customer Care Service - correcting a historic budget shortfall that is beyond the department's ability to resolve	37,000
15A	The actual cost of the current system and addressing the increased demand for home care in 2024/25	900,000
16A	Additional resources in the Human Resource Advisory service to cope with increased demand for service	33,500
17A	Dealing with historical overspend in the Corporate Leadership Team	57,600
		6,887,130
B	Matters which the Cabinet have already decided to support during the year	
1B	The annual cost of a Social Care software system, which stores information about all our Children and Adults cases	90,000
		90,000
C	New Matters for 2025/26	
1C	Byw'n lach - contingency for dealing with the 2025/26 income shortfall that is beyond the company's ability to resolve	100,000
2C	Costs of running a small group home for a child with significant additional needs	310,000
3C	Meeting the statutory requirement to fund trade union officers	59,100
4C	Increasing capacity to deal with 'Deprivation of Liberty Safeguards' (DoLS) assessments of Vulnerable Adults	112,220
5C	Protecting the Council's computers with antivirus software	100,000
6C	Emergency response arrangements for the Information Technology (IT) service	30,000
		711,320
	Total	7,688,450

APPENDIX 2b - CAPITAL BIDS

CAPITAL BIDS 2025/26		
Bid	Title of Bid	Recommended sum (£)
Capital 1	Refurbishment of fitness areas and equipment at the Arfon and Dwyfor Byw'n Iach Centres	160,000
Capital 2	Community Support Fund (Cist Gwynedd) within the Economy and Community Department which supports voluntary groups to develop projects in local communities	50,000
Capital 3	A new core software system for Social Services to replace the WCCIS system which will soon no longer be supported by the provider	312,800
		522,800

APPENDIX 3

SAVINGS AND CUTS

1. Cyngor Gwynedd has realised over £42m of savings schemes since 2015/16.
2. Once again this year as in previous years the grant from the Welsh Government was not sufficient to meet inflation, and as the pressure continues in various areas such as adult care, waste and homelessness, we have been in a continuous cycle of having to find savings.
3. There is one savings scheme worth £200,000 from the Adult, Health and Wellbeing Department and two schemes worth a total of £450,000 in the waste service from the Environment Department, which derive from previous savings programmes which relate to 2025/26. The schemes have already been approved by the Council, and is therefore not the subject of a decision this year. It has also followed a proper statutory process, see below for information.

Savings	Total £
Development of 3 other Additional Care Housing projects in Gwynedd (Pwllheli District, Ffestiniog, South Meirionnydd)	200,000
Waste Services - Rationalising goods distribution arrangements	50,000
Waste Services – Review of Waste Agreements	400,000
TOTAL	650,000

4. On 20 February 2024, the Cabinet approved £5.2m worth of savings and cuts for the 2024/25 budget onwards, which came into effect in line with the profile below, with £2,860,300 profiled for 2025/26. The whole £5.2m was implemented in setting the 2024/25 budget and therefore the 2025/26 and 2026/27 savings do not help to reduce the financial gap in those years.

SAVINGS AND CUTS SCHEMES PROFILE 2024/25 ONWARDS

	2024/25 £	2025/26 £	2026/27 £	Total £
Savings and Cuts profile	1,965,760	2,860,300	343,090	5,169,000

5. The Cabinet on 21 January 2025 approved the removal of the nappy collection scheme worth £146,910 from the waste service within the Environment Department profiled for 2025/26, using the provision set aside in the budget in order to do so.
6. Due to the current economic climate, it is inevitable that Local Authorities must continue to look at savings and cuts to help the financial situation. A separate report on the Cabinet programme includes a list of further proposed savings and cuts for implementation in 2025/26 – 2027/28 which are worth £519,000, they will come into effect in accordance with the profile below:

NEW SAVINGS AND CUTS SCHEMES PROFILE 2025/26 ONWARDS

	2025/26 £	2026/27 £	2027/28 £	Total £
Savings and Cuts profile	100,000	320,500	98,500	519,000

7. Therefore, in summary, the following savings and cuts have been profiled to be realised in 2025/26:

	£
Previously approved savings	200,000
23/24 savings profiled to 25/26	450,000
24/25 savings and cuts profiled to 25/26	2,860,300
Delete one historical scheme in the Environment Department	-146,910
25/26 new savings and cuts profiled to 25/26	100,000
TOTAL	3,463,390

APPENDIX 4

CAPITAL

1. Whilst local authority revenue budgets face constraints, capital budgets are also under pressure, and there are revenue implications for capital expenditure which is not funded by specific grants.
2. A proposed programme for schemes for the next three years is set out below:

CAPITAL PROGRAMME			
	2025/26 £'000	2026/27 £'000	2027/28 £'000
Council Schemes:			
Sustainable Communities for Learning Schemes	12,443	2,795	1,005
Industrial Units	2,652	0	0
Levelling Up Fund Schemes	10,974	1,975	0
Adults' Homes/Centres	4,505	0	0
Highways, Bridges and Municipal	1,203	2,077	1,301
Coastal Flood Protection	1,060	308	2,998
Housing Schemes/Strategy	7,475	6,730	3,860
Property Schemes	3,854	100	194
Departmental Vehicles	6,899	3,854	244
Digital Equipment	606	609	1,248
Other Schemes	1,565	437	1,872
Capital Bids (Unallocated)	500	500	500
PROGRAMME TOTAL	53,736	19,385	13,222

3. The programme will be funded as follows:

CAPITAL PROGRAMME FUNDING			
	2025/26	2026/27	2027/28
	£'000	£'000	£'000
Supported Borrowing	4,070	4,070	4,070
Other Borrowing	4,740	4,481	362
Grants and Contributions	24,960	6,498	2,540
Capital Receipts	0	0	0
Departmental and Corporate Revenue	0	0	0
Capital Fund	8,709	308	3,700
Renewals and Other Funds	11,257	4,028	2,550
PROGRAMME FUNDING TOTAL	53,736	19,385	13,222

4. The asset strategy from 2019/20 was approved by the Council on 7 March 2019. On 11 July 2024 the strategy was revised and approved by the Council with the period extended to 2033/34. It is incorporated as part of the Capital Programme.
5. The profiles for the schemes were established by the Chief Executive in consultation with the Heads of Department and is dependent on the scheme requirements and the resources available.
6. The above table therefore reflects the general capital requirements (together with the funding) for setting the 2025/26 to 2027/28 budget, whilst the individual scheme details were established by the Council in the 10-year asset strategy, 2024/25 to 2033/34.
7. The 2025/26 Supported Borrowing and General Capital Grant figure in the financial settlement from Welsh Government is higher than anticipated when the asset strategy was established and the programme has been adjusted accordingly.
8. Therefore, the full Council is asked to establish a total programme worth £53,736,190 for 2025/26, to be funded from the sources noted in the table under part 3 above.

APPENDIX 5

DEALING WITH THE SCHOOLS' BUDGET IN 2025/26

1. **Background:** There will be a normal increase in the Gwynedd schools' quantum this year, as the Council (unlike some local authorities) funds inflation, pay increments, and demography.
2. **Inflation:** The schools' budget will increase by **£3.1m** this year for inflationary increases, including teachers' pay and pension inflation. This will cover the cost of teachers' 5.5% pay increase for the 5 months April – August, which is the full year effect of the September 2024 pay agreement, and the cost of an estimated further increase of 3% for the September 2025 pay agreement (for the 7 months September 2025 – March 2026). The increase in non-teaching staff costs for April 2024 and an estimate of 3% for April 2025 is also included.
3. **National Insurance:** There will be a **£1.9m increase** in employer national insurance cost, following the UK Government's announcement to increase the employer rate from 13.8% to 15.0%, along with reducing the threshold to £5,000.
4. **Teachers' Pension:** There was a 5% increase in teachers' pension employer contribution rate from April 2024. A specific grant has been received from the Welsh Government during 2024/25 to fund the increase, with the grant transferring to the settlement for 2025/26.
5. **Staff Pay Increments:** £474k will be added towards the budget for 2025/26 to deal with increments and a reduction of (£134k) for staff turnover.
6. **Demography (pupil numbers):** The schools' budget will reduce this year due to the usual "demography" adjustments, resulting from changes in pupil numbers. The actual number of pupils in September 2024 will be used to calculate 2025/26 allocations. The situation varies from school to school, but overall, the impact of decreasing pupil numbers means that the schools' budget will reduce (£643k), which includes a reduction of (£415k) for the Primary sector and a reduction of (£228k) for the Secondary sector. Individual schools will expect an increase / decrease in their allocations proportionate to the change in pupil numbers in the schools.

7. **Savings and Cuts:** Following implementing cuts of £1.966m in 2023/24 and 2024/25, there are no plans to implement further savings on schools in 2025/26.
8. **Education Specific Grants:** It appears that specific grants from Welsh Government will continue in Education in 2025/26 following the same distribution method as 2024/25.
9. **Overall Conclusion:** Having taken all the above factors into account, the schools' budget will be higher in 2025/26 than in 2024/25.

APPENDIX 6

COUNCIL TAX

1. It is a key decision for Full Council members to make, in light of the considerations presented in this report, to establish the exact level of Council Tax increase for 2025/26. The key to this is achieving an appropriate balance between the need to spend on services for the most vulnerable in our society, and the tax increase that is suitable to be levied on the residents of Gwynedd.
2. In the historical assumptions made in our medium-term financial strategy, we used a figure of 3.5% as an estimate of the average increase in Wales. However, the level that has had to be raised has varied annually, largely to reflect the gap that existed as a result of the Welsh Government grant settlement.
3. The increase seen in Cyngor Gwynedd Tax, and the average increase across Wales, since 2016/17 is set out below:

Year	Cyngor Gwynedd	Wales
2024/25	9.54%	7.8%
2023/24	4.95%	5.5%
2022/23	2.95%	2.2%
2021/22	3.7%	3.6%
2020/21	3.9%	4.6%
2019/20	5.8%	6.2%
2018/19	4.8%	4.9%
2017/18	2.8%	3.0%
2016/17	4.0%	3.6%

In 2024/25 Cyngor Gwynedd's Band D Council Tax level was £1,755 while the average tax level for Welsh counties was £1,631.

More information is found in this document: [Council Tax levels: April 2023 to March 2024 | GOV.WALES](#)

4. This year, it is recommended that the tax be raised by 8.66% for 2025/26. That would generate £108m of tax (compared to £98m in 2024/25), which includes £9m of Premium yield. That would equate to a Council Tax increase of £152.02 for a Band D property, or £2.92 a week. The tax charged by the Police and Crime Commissioner (an increase of 6.44% for 2025/26) and the community councils (% variable) will of course be in addition to this.

5. Over 7,950 homes in Gwynedd receive some element of support towards their Council Tax through the Council Tax Reduction Scheme, and over 60% of Gwynedd properties are in bands below band D. In addition, there are a wide range of statutory exemptions and discounts available, which are related to the status of the property.
6. We do not yet know exactly what the average increase will be across Wales in 2025/26, but the latest information is that there will be quite a wide range across Wales. The proposal to raise the tax by 8.66% is consistent with the situation across north Wales. Every additional 1% tax would adjust the financial gap we would need to find by around £997,840. Therefore, 3.5% would mean adjusting the financial gap by approximately £4,778,820 whilst 5% would involve adjusting the financial gap by approximately £6,275,590.
7. The choice between maintaining services and taxation remains a difficult one, of course, and it is up to all members to take stock and arrive at the balance that they consider appropriate. However, further to several informal conversations at the members' workshops, **a Council Tax increase of 8.66% is recommended, which would be a weekly increase of £2.92 or £152.02 annually, with a Band D tax of £1,907.49 for 2025/26.**

COUNCIL TAX PREMIUM PRODUCTS ON EMPTY PROPERTIES AND SECOND HOMES

8. At the Full Council meeting on 5 December 2024, it was decided to continue with the 100% premium on properties that have been empty for 12 months or more for 2025/26 and to continue with the premium of 150% on second homes. It is estimated that the Council will receive £9m of additional income in 2025/26 from the premium. £6m of the money has been allocated to a fund to implement the Housing Action Plan, which will aim to provide housing for young people in our communities, and £3m to the homelessness budget.
9. All income must be incorporated and related expenditure met in the 2025/26 budget.

APPENDIX 7

BALANCES

1. Local authorities need a prudent level of 'working capital' to maintain adequate cash flow and meet unforeseen expenditure. It is projected that the Council will have general balances of about £7.9m at the end of this financial year, representing around 1.3% of the Council's gross revenue expenditure.
2. We have noted, on more than one occasion, that due to the turbulent circumstances we will be facing in the years ahead, it is appropriate to keep sums in reserve in order to deal with problems that could arise.
3. Nothing has happened in the meantime to change this opinion, as the demand for care, homelessness and waste services continues, the risk also continues. Therefore, the need to ensure that we have appropriate balances to deal with any financial shock is still relevant.
4. **The Council has a number of specific reserves** established to meet specific expenditure needs. These are also part of the Council's budget, of course, and have been scrutinised annually. Attention was given to the specific reserves by the Cabinet on 14 May 2024 and the Governance and Audit Committee on 23 May 2024, when it was approved to transfer £1.703 million from reserves to be used in its entirety to assist the departments that had overspent in 2023/24. Also, £1.113 million of the transformation fund was de-committed to use to fund one-off bids in 2024/25. I review the level of these reserves continually, and **the intention is to conduct another review by May 2025**, to consider how much scope there will be for the Council to change its priorities within these reserves.
5. During 2025/26 there is an intention to use £343k from the 'Financial Strategy Fund' to bridge the budget and the savings that have been identified but will not be achieved until 2026/27. This fund has been established specifically to deal with such eventualities as they arise.
6. In their report "Meeting the Financial Challenges facing Local Authorities in Wales" (2014), the **Wales Audit stated** (in paragraph 1.8):

*"Councils can use reserves to help them to balance their budgets where savings plans do not achieve the expected results or where income is less than anticipated. However, **financing recurrent expenditure from reserves would not normally be appropriate**. A prudent level of useable reserves is a key element of financial stability; the minimum appropriate level will vary dependent on an authority's known and potential liabilities and its spending plans. There are signs that a few councils are over-relying on general reserves to deal with budget shortfalls,"*

than seeking more sustainable approaches, which often involve making unpopular decisions.”

7. This message was reinforced by Audit Wales, which reported in October 2020 on the financial sustainability of Welsh local authorities. While Gwynedd Council's usable reserves are in the upper quartile of the range of Welsh local authorities (in terms of the size of their usable reserves), **Audit Wales' opinion is that:**

*“(9) some councils were much better placed than others to weather a financial challenge such as the pandemic. This is most clearly illustrated by the varying levels of usable revenue reserves held by councils” and (18) **that “the level of usable reserves available to a council is one of the key indicators of financial resilience and sustainability”.***

A copy of the report can be found here:

[Financial Sustainability of Local Government as a Result of the COVID-19 Pandemic \(wao.gov.uk\)](https://wao.gov.uk/financial-sustainability-of-local-government-as-a-result-of-the-covid-19-pandemic)

8. I am convinced that the Council's use of balances is a totally appropriate action.
9. The Council's balances has been a key instrument. As the Council will have balances of about £7.9 million, we will have kept the bulk of the balances in reserve again, so they are available to 'bridge' the financial position if required.

APPENDIX 8

Assessing the Impact on Protected Characteristics, the Welsh Language and Socio-Economic Disadvantage

For help to complete this form see the *How to Undertake an Equality Impact Assessment* leaflet. You are also welcome to contact Delyth Gadlys Williams, Policy and Equality Officer on ext. 32708 or DelythGadlysWilliams@gwynedd.llyw.cymru for further assistance.

The Council is required (under the Equality Act 2010) to consider the effect any change in policy or procedure (or the creation of a new policy or procedure), has on people with protected equality characteristics. The Council also has a general duty to ensure fairness and foster good relations. A timely Equality Impact Assessment must be undertaken before making any decision on any relevant change (i.e. which has an effect on people with protected characteristics).

The Council is also required, under the requirements of the Welsh Language Standards (Section 44 of the Welsh Language (Wales) Measure 2011) to consider the effect of a change in any policy or procedure (or the creation of a new policy or procedure), in its opportunities for people to use Welsh and to ensure that Welsh is not treated less favourably than English. This document therefore ensures that these decisions protect and promote the use of the Welsh language.

From April 1st 2021 the Council has a duty to have due regard to tackling socio-economic disadvantage in strategic decisions.

1) Details

1.1. What is the name of the policy / service in question?

The Council's Budget for 2025/26.

1.2 What is the purpose of the policy / service that is being created or amended? What changes are being considered?

Setting an annual budget is a statutory requirement for the Council, as well as being a key step in maintaining good financial stewardship.

1.3 Who is responsible for this assessment?

Dewi Morgan, Head of Finance.

1.4 When did you commence the assessment? Which version is this?

March 2024, when considering the Council's financial outlook for the period 2025/26 to 2027/28 immediately following the establishment of the 2024/25 Budget. At that time, it was expected that it would be possible to set balanced budgets in these two years without further savings being discovered.

The Council's Medium Term Financial Plan was approved by Cabinet on 14 May 2024 – this plan identified a significant gap that would need to be filled by a combination of Council Tax increases and cuts if the settlement remained without an increase, as was being suggested at the time.

Detailed work commenced on 11 December 2024, the date of the announcement of the provisional local government revenue and capital settlement: 2025 to 2026.

The provisional settlement has shown that the Council will have to continue to seek financial savings for 2025/26 if we are to set a balanced budget, but there is a need for far fewer cuts than originally envisaged. Each of the individual savings' schemes has been subject to an equality impact assessment.

2) Action

2.1 Who are the stakeholders or partners you need to work with to undertake this assessment?

A number of actions have been taken when preparing this budget:

- Discussions between service accountants and senior officers in the departments to consider bids and savings plans.
- All Council members invited to a budget seminar on 28 January 2025.
- Close collaboration between the Chief Executive, Corporate Directors, and finance officers in the consideration of bids.
- Cabinet Members have had the opportunity to express their views on the assessment of bids.
- Governance and Audit Committee has the opportunity to scrutinise the budget on 6 February.
- Cabinet to consider the draft budget on 11 February and make a recommendation to the Full Council.
- Full Council to set budget for 2025/26 and set Council Tax rate on 6 March.

2.2 What measures have you taken to engage with people with equality characteristics, regarding the Welsh language or with communities (either of place or of need) that live with socio-economic disadvantage?

The budget outlined here seeks to continue to provide appropriate outcomes for all residents of the county. The increase in Government funding this year is not sufficient to meet demand for services as well as inflation, therefore in order to set a balanced budget there is a need to look for further financial savings.

Every savings plan that is now in the programme for implementation has been subject to an Equality Impact Assessment at the time it was introduced. It is recognized that there is potential for an impact that would disproportionately affect those with protected characteristics, but the departments that own the savings have proposed efficiency savings plans rather than cuts. In addition, the individual savings plans have been subject to appropriate impact assessments that support the financial decisions presented here.

The 'Gwynedd Council Financial Strategy 2025-2026' public consultation went live on the Council's website on 28 November to 20 December 2024. The purpose of the questionnaire was to gather public opinion of which public services were more important to them. The results will assist the advisers with establishing a financial strategy and setting a budget for the financial year 2025-2026.

2.3 What was the result of the engagement?

There has not been a consultation process.

2.4 On the basis of what other evidence are you operating?

The 2025/26 budget is framed on an "incremental" principle. That is, the 2024/25 budget will be used as a base budget, making a number of adjustments before arriving at a draft budget for 2025/26:

- Staff Pay Inflation
- Other Inflation (suppliers)
- Increase in levies
- Adjustments to reflect changes in demography
- Financial bids to address service pressures
- Technical adjustments to the budget
- Increase or decrease in borrowing and interest costs on balances
- Realising savings that have already been agreed
- Additional savings that must be introduced

All of the financial bids and savings plans have been subject to equality impact assessments themselves.

In planning our budgets for the continuity of Council services, our accountants have taken account of equality at all levels, using data and evidence on demographics and trends when planning at a strategic level. Similarly (but more specifically) in reaching a decision on individual savings plans, the heads of Council departments have analysed the impact of plans on services and monitored the impact appropriately.

As well as meeting inflationary pressures, all services have the right to submit a request for resource if they consider that an additional budget is needed to ensure that services continue. The amounts shown under the heading "pressures on services" recognize that the Council provides adequate funding to ensure that our financial arrangements do not adversely affect the level of services provided. Full details can be found in Appendix 2 and shows that a significant part of the total permanent revenue bids go to social care.

2.5 Are there any gaps in the evidence that needs to be collected?

No

3) Identifying the Impact

3.1 The Council must give due regard to the effect any changes will have on people with the equality characteristics noted below. What impact will the new policy/service or the proposed changes in the policy or service have on people with these characteristics?

Characteristics	What type of impact?*	In what way? What is the evidence?
Race (including nationality)	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Disability	Positive	The bidding procedure detailed in Appendix 2 includes additional expenditure on social services and delaying or eliminating savings in this area.
Sex	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Age	Positive	The recommended budget includes a significant increase in the budget of the Adults, Health and Well-being Department.
Sexual orientation	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Religion or belief (or non-belief)	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Gender reassignment	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Pregnancy and maternity	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.
Marriage and civil partnership	Positive	The fundamentals of our budget, and the system that leads up to it, is to have a positive impact on the lives of the people of Gwynedd.

The Welsh language	Positive	The Council's budget includes ensuring that resources have been put in place to support fully bilingual services. The Council's Corporate Plan is the Council's main policy document and includes a number of schemes that promote the Welsh language. The budget is being drawn up to implement that policy. In drawing up the budget, particular attention was given to the Well-being of Future Generations Act, including the seven well-being goals. That includes addressing the sixth aim, 'Culture and the Welsh Language'.
Socio-Economic Disadvantage	Positive	The nature of the Council's services means that the pressures on services address socio-economic inequality since the measures recommended to deal with pressures on services take this into account. The Council's budgets, and in particular the successful bids, are designed to ensure that the authority can continue to direct resources to reduce discrimination on the grounds of socio-economic disadvantage. Any increase in the Council Tax rate is a financial pressure on the people of Gwynedd, but over 8,100 receive some support towards their Council Tax through the Council Tax Reduction Scheme. Elected members will come to a decision on the appropriate balance to be found between council tax increases and the need to provide services to the people of Gwynedd.

- 3.2 The Council has a duty under the 2010 Equality Act to contribute positively to a fairer society by promoting equality and good relations in its activities regarding the following characteristics – age, gender, sexual orientation, religion, race, gender reassignment, disability and pregnancy and maternity. The Council must give due attention 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	No	It is believed that none of the effects mentioned in 3.1 will lead to discrimination, harassment, or victimisation.
Promoting equal opportunities	Positive	Setting the budget is based on considerable work over a number of years of ensuring that a budget is in place that reflects the needs and requirements of the people of Gwynedd.
Encouraging good relationships	Neutral	The budget is set within clear boundaries, and the balance of successful bids and savings responds to the real pressures on services.

3.3 How does your proposal ensure that you work in accordance with the requirements of the Welsh Language Standards (Welsh Language (Wales) Measure 2011), to ensure that the Welsh language is not treated less favourably than English and that you seize every opportunity to promote the Welsh language (beyond providing services bilingually) and increase opportunities to use and learn the language in the community?

The Council's Plan is the Council's main policy document and includes a number of schemes that promote the Welsh language. The Cyngor Gwynedd Plan for 2023-28 was adopted by the Full Council on 2 March 2023 and reviewed in March 2024. The budget is being drawn up to implement that policy.

This year, in drawing up the 2025/26 Budget, the Council had to identify new savings plans, as well as consider the practicality of savings that had previously been identified as savings to be removed from departmental budgets and had already been approved in previous years. The statutory processes included the completion of an equality assessment which includes a question about impact on the Welsh language. When decisions about savings were discussed in the 2020/21 Budget report, it was concluded that **no impact** had been identified on the Welsh language but that there is a need to monitor this on implementation.

When preparing the Budget reports annually since 2021/2022, consideration is given to the intended impact of these budgets on the Welsh language. In line with practice an equality assessment has been completed which includes a question about the impact on the Welsh language. This procedure continues for 2025/26.

3.4 What other measures or changes could you include to strengthen or change the policy / practice in order to have a positive impact on people's opportunities to use the Welsh language, and to reduce or prevent any adverse effects that the policy / practice may have on the Welsh language?

This is a financial policy, and we believe that the current policy achieves the best of our legal and statutory capacity in that regard in terms of having a positive impact on the language.

3.5 How does the proposal show that you have had due regard to the need to address inequality caused by socio-economic disadvantage? (Note that this is about closing inequality gaps rather than just improving outcomes for everyone)?

The establishment of the Council's budget is the result of specific actions that take account of the previous year's base budget and the steps that then need to be taken to reflect adjustments that need to be considered to deal with budget pressures for the following year. In addition, the budgetary position of all Council services is subject to detailed review three times a year, to identify any areas where action is needed to deal with underspends or overspends – particularly if budgets are not sufficient to deal with pressures on services. The nature of the Council's services means that the pressures on services reduce socio-economic inequality as the measures to deal with pressures on services take this into account.

There is a need to present savings plans this year in addition to those that exist in the programme from previous years. All have been subject to a detailed assessment to ensure that inequality due to socio-economic disadvantage is reduced.

Some of the bids recommended to be funded include several specifically designed to reduce inequality caused by socio-economic disadvantage. These are detailed in Appendix 2.

3.6 What other measures or changes might you include to strengthen or change the policy / practice to show that you have had due regard to the need to reduce disproportionate outcomes as a result of socio-economic disadvantage, in accordance with the Socio-Economic Act?

The requests for additional expenditure to deal with service pressures ("bids") have been the subject of detailed assessments by a number of officers and members and we are therefore confident that all steps that are practically possible to reduce socio-economic disadvantage in drawing up the budget have been taken.

4) Analysing the Results

4.1 Is the policy therefore likely to have a significant, positive impact on any of the above and what is the reason for this?

There will be an overall positive impact from the continuation of services that were seen as priorities to be protected and funded to meet the additional level of demand.

4.2 Is the policy therefore likely to have a significant, negative impact on any of the above and what is the reason for this?

Any increase in Council Tax will have an impact on the financial position of the people of Gwynedd, and a higher increase than usual is recommended this year, which is necessary to ensure that the Council's financial position remains sustainable for the future.

4.3 What should be done?

Choose one of the following:

Continue with the policy / service as it is robust	✓
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	
No further action at this time because it is too soon to decide, or there is insufficient evidence	

4.4 If continuing with the project, what steps will you take to reduce or mitigate any negative impacts?

Departments will work to ensure that they mitigate any negative impacts.

4.5 If you are not taking any further action to delete or reduce the negative impacts, explain why here.

Elected members will come to a decision on the appropriate balance to be found between council tax increases and the need to provide services for the people of Gwynedd.

5) Monitoring

5.1 What steps will you take to monitor the impact and effectiveness of the policy or service (action plan)?

It will be necessary for the Full Council to decide annually on the setting of the budget and tax rate.

The savings will be challenged at the Performance Challenge Meetings three times a year and reported to Cabinet as part of individual Cabinet Members' performance reports. In addition, a Savings Overview report will be presented to Cabinet and to the Governance and Audit Committee three times a year.

WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015

1. The work of planning and preparing the recommendations has taken place in the context of the above Act's requirements. Although the recommendations derive from difficult financial choices, the Council has acted on the basis of the principle of acting in a way that addresses the statutory duty in Section 3 to undertake sustainable development and achieve the Council's Well-being Objectives. This is addressed by identifying and evaluating options for savings, but also by making decisions and choices from the perspective of providing sufficient resources in order to support an appropriate level of services.
2. This budget reflects the following five ways of working the Council is required to consider when applying sustainable development.
 - Looking to the long term - The budget plans for the future, by identifying the needs and demand for services not only in 2025/26, but in the future, and takes a strategic approach to ensure services are sustainable.
 - Understanding issues and preventing them – The budget process facilitates an understanding of the financial position, so that issues can be tackled at the source. Also, the series of Members' Workshops have aided an understanding of the financial strategy.
 - Taking an integrated approach – Cyngor Gwynedd's policies and budgeting practices, and this year's budget proposals, have been considered from the perspective of all well-being goals.
 - Working in a collaborative way – Where better services can be provided by collaboration and working with partners, the budget process and savings strategy encourages this, internally and externally, where that is more sustainable.
 - Including the population in decisions – Part of the budget process included engagement with residents, customers, and partners.
3. Main conclusions for the 2025/26 budget regarding the 7 well-being goals:
 - Prosperous – Neutral (add to the resources of services that put an end to poverty)
 - Resilient - Positive (prudential long-term approach to funding services and enable the Council's Plan)
 - Healthier – Positive (funding additional 'care' service requirements)
 - More Equal - Positive (taxing in order to fund 'welfare' services)
 - Cohesive Communities – Neutral (continue to fund services that protect people)
 - Culture and Language – Positive (by funding bilingual services)
 - Globally Responsible – Neutral (continue to fund digital, environmental, and cooperative projects)

4. Regarding specific financial savings schemes, as part of the corporate and departmental savings regime in previous years when the savings schemes were approved, where appropriate there was a specific well-being assessment for each individual scheme. New savings and cuts schemes that are introduced in this budget ensure that a balanced budget can be set that protects future resources.
5. Generally, coupled with the Council's Plan and Well-being Objectives, this budget supports the Council to realise strategic objectives

APPENDIX 10

THE STATUTORY FINANCE OFFICER'S STATEMENT ON THE ROBUSTNESS OF ESTIMATES

1. In accordance with Section 25 of the Local Government Act 2003, the Chief Finance Officer is required to report on the robustness of the budget estimates and the adequacy of the proposed reserves. Appendix 7 outlines the position of the balances and reserves, while this appendix confirms the robustness of the budgetary estimates underpinning the budget.
2. The budget estimates are based on assumptions about future expenditure and income and inevitably include an element of risk from assumptions. The impact of this risk can be mitigated through contingency plans, contingency budgets, and financial reserves.

Economic context

3. A Medium-Term Financial Plan (MTFP) was adopted by the Cabinet on 14 May 2024, setting out the financial outlook for the 3-year period commencing on 1 April 2025. The estimates within the MTFP were based on the latest available forecasts on the change in income the Council will receive over the period (through Government Grant and Council Tax), and the additional expenditure requirements over the same period.
4. Based on forecasts published by Wales Fiscal Analysis following the Chancellor of the Exchequer's Budget in November 2023, in considering settlement increases for 2025/26 to 2027/28 we had considered the factors and assumed that the Aggregate External Funding to Cyngor Gwynedd would remain "cash flat" (i.e. no increase in line with inflation, but no cut in cash either).
5. However, following a change in government at Westminster, Cyngor Gwynedd has received a 3.1% increase in its settlement for 2025/26 after the base for 2024/25 was adjusted when drawing up the settlement. The Council is therefore in a stronger position in 2025/26 than originally envisaged, although the increase in settlement as a percentage is the second lowest in Wales.

History of financial management

6. Over the past two financial years, the Council has been unable to keep within its budget. The revenue budget review at the end of November 2024 predicted that Council departments would overspend £8.3 million by the end of the 2024/25 financial year, as follows:

Departments	£'000
Adults, Health and Well-being	3,349
Children and Families	3,683
Highways, Engineering and YGC	699
Environment	970
Other Departments	(407)
Total 2024/25 Forecasted Overspend	8,294

7. The Medium Term Financial Plan included a detailed programme of work to address the financial situation faced by the Council.
8. In their report *Financial Sustainability Review – Cyngor Gwynedd*, Audit Wales noted " Overall we found that there was a significant increase in the number of Council departments overspending in the last two financial years, and it has developed arrangements to review its budgets. It is yet to set out how it will address future funding gaps."
9. Work has been carried out to look closely at the overspending in the areas of social care (which represent 83% of all overspending), and that continues.
10. This budget is therefore being presented in a context where the Council has been unable to provide services within its budget, particularly in the areas of high demand.

Compliance with the codes and standards

11. Despite this, the Council has a proven track record of being able to demonstrate compliance with financial standards and codes, with prompt reporting and robust internal controls. However, independent work has been commissioned by CIPFA to review the Council's long-term financial resilience as well as compliance with the CIPFA Financial Management Code.

Robustness of estimates

Inflation

12. Overall inflation has remained above the Bank of England's target of 2% during 2024/25 and independent forecasts received show that inflation rates are expected to remain that way in 2025/26. We believe overall inflation will remain between 2% and 3% on average during the year. This budget including the pay agreement outlook reflects the latest forecasts. I am satisfied that prudential estimates of inflation levels are included in this budget.

Income assumptions

13. The budget is based on achieving a specific increase in income from fees equivalent to the increase in applicable costs.
14. As usual, inflation has been added to the income targets from fees and charges for Council services and in the majority of cases it is expected that the individual fees will be increased in line with inflation in accordance with the Financial Procedure Rules. Where fees do not increase in line with inflation, I am satisfied that robust arrangements are in place to reach a conclusion at an appropriate level, including consultation with the Finance Department.
15. If demand for Council services falls, and income targets are not achieved, that can lead to overspending on departmental budgets. The actual budget situation will need to be closely monitored during the year and, if necessary, spending cut back to match the drop in income. That will not be possible with some large corporate budgets, where income estimates have to be set at a prudent level.

Grant assumptions

16. The Council receives a range of individual grants and I am satisfied that there are generally appropriate arrangements within the authority to deal with grants, but a few areas have been addressed by the Council's internal auditors where there is room for improvement. Should the Council receive an additional settlement grant during the year, or after this budget has been passed, appropriate governance arrangements are in place within the Council Constitution to reach a decision on its use.
17. However, there are risks associated with the large number of specific grants from the Welsh Government and other bodies that support a proportion of the Council's spending. We have received significant specific grants in social care in recent financial years, with associated commitments, which makes fiscal planning difficult. Generally, the associated expenditure will have to finish when a grant expires, but the terms of a contract may mean that expenditure cannot be cut as quickly as the grant, or that there are redundancy costs to fund. Furthermore, funded activity may be so important to achieving the Council's own priorities, that the Council decides to continue with the expenditure.

Savings Risk

18. On 20 February 2024, Cabinet approved £5.2m worth of savings for the 2024/25 budget onwards. The programme profile is shown here in Appendix 3, which shows that £2,860,300 worth of savings have been profiled for 2025/26. The whole £5.2m was implemented in the 2024/25 budget, with subsequent years' savings being bridged from funds. Therefore, the savings of 2025/26 and 2026/27 do not help reduce the financial gap in those years.
19. Three £650k savings schemes relevant to 2025/26 are derived from previous savings programmes and are available to fill the 2025/26 gap.
20. Furthermore, a savings report to Cabinet of 11 February 2025 recommends the implementation of new savings schemes and cuts of £519k. However, only £100k can be deducted from the 2025/26 budget with the rest to be deducted from the 2026/27 and 2027/28 budgets.

21. However, some Council departments have a history of failing to deliver on their savings plans and that presents a significant risk to long-term financial sustainability. I believe this is the biggest risk in setting this budget. In line with the usual procedure, we will mitigate the risk by ensuring that departments and Cabinet members have ownership of the savings schemes, and regularly monitor the relevant progress. The budget also includes a strategy of providing 10% of the value of new savings schemes over the lifespan of the programme to deal with situations where savings schemes slip.

Interest Rate Risks

22. Interest rates can affect the revenue budget through interest earned – i.e. an increase in the interest rate would mean more income. In line with the Council's Investment Strategy, the budget does not depend on overly high returns. Interest rates are expected to continue to fall steadily in the 2025/26 financial year. Due to a combination of declining rates and less cash available for investment we anticipate receiving over £2 million less of interest in 2025/26 than in 2024/25.

Adequacy of reserves

23. Cyngor Gwynedd has £7.9 million of general funds which are reserved for true crisis situations.
24. In addition to this the Council's Financial Strategy Fund is in place to be available to deal with overspending within departments. It is anticipated that there will be around £13.5 million in this fund on 1 April 2025 which I consider to be a sufficient level for 2025/26.

Views of the Statutory Finance Officer

Having considered all the risks set out above and mitigations, the Head of Finance (Section 151 Officer) considers the budgets to be robust, adequate, and achievable.

CYNGOR GWYNEDD CABINET



Report for a meeting of Cyngor Gwynedd Cabinet

Date of meeting:	11 February 2025
Cabinet Members:	Cllr Dilwyn Morgan
Contact Officer:	Aled Davies, Head of Adults, Health and Well-being Department
Title of Item:	Modification to the Council Plan

1 THE DECISION SOUGHT

Approval is sought to add a Home Care project to the list of projects under the 'A Caring Gwynedd' priority area in the Council's Plan 2023 – 2028.

2 THE REASON FOR THE NEED FOR A DECISION

To ensure that there is agreement to the suggested modifications for the 'A Caring Gwynedd' priority area within the Council's Plan, before presenting them to a meeting of the Full Council for adoption at its meeting on 6th March 2025.

3 INTRODUCTION

Gwynedd Council Plan 2023-2028

The purpose of the Plan is to set out the Council's vision and priorities for the period between April 2023 and the end of March 2028. The Plan shows why the Council wants to focus its energies and resources in certain areas. The Plan includes a series of projects for the next five years under seven priority areas.

Although the Plan sets priorities for its full 5-year period, the process of preparing and monitoring it includes a procedure for it to be revised regularly. The process of revising the Plan and making minor adjustments to it for 2025 – 26 is currently taking place.

4 THE RATIONALE AND JUSTIFICATION FOR RECOMMENDING THE DECISION

One of the seven priority areas in the Plan is 'A Caring Gwynedd'. The ambition for this area is 'Supporting the residents of Gwynedd to live full and safe lives in our communities.'

The Plan highlights that caring for vulnerable individuals is one of its main responsibilities and the ambition is to support the residents of Gwynedd to live full and safe lives in their communities. The Plan makes clear how it will achieve this and identifies eight priority projects/programmes to

improve provision and strengthen the Council's ability to achieve the ambition on behalf of the residents of Gwynedd.

In October and November 2024, Care Inspectorate Wales and Audit Wales carried out audits of care services provided by Cyngor Gwynedd's Adults, Health and Well-being Department. During the same period a support audit of older people's services within the Adults, Health and Well-being Department was carried out by the Welsh Local Government Association (WLGA). This audit was commissioned as a follow-up to the findings and recommendations of the Llechen Lân report. The findings of these three audits include references to domiciliary care services provided or commissioned by the Council and pose a question on its priority within the Council's strategic plans.

Following discussions with WLGA and Audit Wales, it was confirmed that including Domiciliary Care as a specific project within the 'A Caring Gwynedd' priority area in the Council Plan would be seen as a crucial first step in responding to their findings by placing an appropriate and necessary emphasis on an area that is one of the biggest challenges facing the Council.

The Well-being of Future Generations (Wales) Act 2015 places a duty on public bodies in Wales to improve economic, social, environmental and cultural well-being. As part of the process of formulating the Council Plan for 2023-28 the Council has also revised its well-being objectives.

5 NEXT STEPS AND TIMETABLE

If Cabinet decides to support the recommendation, we will ask the Full Council to agree to include Home Care as one of the projects under the 'A Caring Gwynedd' priority area in the Council's Plan 2023 – 28 at its meeting on 6th March.

6 VIEWS OF THE STATUTORY OFFICERS

Chief Finance Officer

"I have no objection to the decision sought. Evidence, including work by the Finance Department amongst others, shows that the Home Care area is one that needs priority and attention. On the other hand, Cabinet members will be aware that the projects in the Council's Plan are already competing for extremely limited resources and as highlighted when the Plan was adopted in 2023, the resource requirements of all improvement priorities in the Plan already exceed the funds available to them."

Monitoring Officer

"No observations to add in relation to propriety."

7 APPENDICES

None

CYNGOR GWYNEDD – Report to Cyngor Gwynedd Cabinet



Title of Item:	Draft Supplementary Planning Guidance (consultation version): Managing the Use of Dwellings as Holiday Accommodation (Second Homes and Short-term Holiday Lets)
Cabinet Member:	Cllr Craig ab Iago, Cabinet Member for the Environment
Relevant officer:	Gareth Jones, Assistant Head of Department
Date of meeting:	11 February 2025

1. THE DECISION SOUGHT

- Consider the Draft SPG: Managing the Use of Dwellings as Holiday Accommodation (Second Homes and Short-term Holiday Lets) and provide comments and any necessary amendments as appropriate;
- Approve the release of the draft Supplementary Planning Guidance: Managing the Use of Dwellings as Holiday Accommodation (Second Homes and Short-term Holiday Lets) for a period of public consultation;
- Delegate the right to the Head of the Environment Department to make any non-material amendments that may be required to the draft SPG.

2. THE REASON WHY THE CABINET NEEDS TO MAKE THE DECISION

2.1 During a Cabinet meeting (16 July 2024), it was decided to confirm the Article 4 Direction (non-immediate effect) for the Gwynedd Local Planning Authority area. The purpose of the Article 4 Direction is to remove specific permitted development rights associated with changing the use of a residential dwelling into holiday use, whether the use is as a second home (use class C5), short-term holiday let (C6 use) or a mixed use of these classes. The Article 4 Direction came into effect on 1 September, 2024.

2.2 As a result of implementing the Article 4 Direction, it is now a requirement to obtain planning permission for particular change-of-use developments that would have otherwise been permitted development had the Article 4 Direction not been implemented. It is emphasised that the requirement to obtain planning consent is based on concluding that the proposed use leads to a material change of use.

- 2.3 The adopted Development Plan, namely the Anglesey and Gwynedd Joint Local Development Plan, sets out the local planning policy framework for making planning decisions. In accordance with the requirements outlined in section 38(6) of the Planning and Compulsory Purchase Act 2004, it is required that Planning decisions are made in accordance with the development plan unless there are relevant planning considerations indicating otherwise.
- 2.4 Although the Plan contains policies that enable the Local Planning Authority to make consistent and transparent decisions on development applications, it cannot provide officers and prospective applicants with all the detailed advice they need to guide proposals locally. To provide this detailed advice, the Council has/is preparing a range of Supplementary Planning Guidance (SPG) to support the Plan.
- 2.5 Furthermore, the legislative changes relating to the use classes came into force after the Joint Local Development Plan was adopted (as did the implementation of the associated Article 4 Direction). As such, it is highlighted that the policies of the Plan were not prepared with the wider objective of the Article 4 Direction in mind, therefore the preparation of this SPG is a means of providing the relevant guidance.

3. INTRODUCTION AND RATIONALE

3.1 Background

- 3.1.1 Supplementary Planning Guidance are prepared in order to provide further and more detailed guidance on policies contained within the local planning policy framework, which is the Anglesey and Gwynedd Joint Local Development Plan. Supplementary Planning Guidance help to ensure that policies are better understood, are implemented more efficiently, and implemented in a consistent manner.
- 3.1.2 In preparing a new SPG, it is important to bear in mind that the SPG must be consistent with the adopted Joint Local Development Plan as well as national planning policy guidance. No Supplementary Planning Guidance should include new policies or amend existing policies.
- 3.1.3 Based on the above, it is only the policies and proposals of the Plan that have special status (priority) when making decisions on planning applications. However, provided they have been subject to public consultation and have been adopted by the Authority, SPG may be used as a material consideration in reaching decisions on relevant planning applications.

3.2 Rationale and justification for the recommendation

- 3.2.1 The Draft SPG: Managing the Use of Dwellings as Holiday Homes, includes planning policy guidance on a range of changes between the following use classes:-

Use Class	Definition	Terminology used
Use Class C3 - Dwelling houses, used as a sole or main residence	Dwelling houses, used as a sole or main residence and occupied for more than 183 days in a calendar year.	Principal residence
Use Class C5 - Dwelling houses, used other than as a sole or main residence	Dwelling houses used other than as a sole or main residence and occupied for 183 days or less.	Second home
Use Class C6 - Short-term holiday let	Dwelling houses used for commercial short-term lettings for no longer than 31 days for each period of occupancy.	Short-term holiday let

- 3.2 In light of amendments made to the Town and Country Planning (Permitted Development Rights) Order, there are a wide range of uses that would have been permitted development rights had the Article 4 Direction not been implemented.
- 3.2.3 The SPG seeks to provide guidance on the range of use changes (see Section 4 to 9 of the Guidance (Appendix 1)) between the use classes named above which now require planning permission. Furthermore, guidance is provided for proposals that relate to the development of new second homes.
- 3.2.4 The need to read the SPG in conjunction with other adopted SPGs is emphasised. The SPG does not duplicate the guidance that is already contained within the other Guidance.
- 3.2.5 A draft version of the Guidance is available to view in Appendix 1. The Draft SPG is divided into 10 specific sections. The following is a brief overview of the guidance contained in the Draft SPG:-

Section	Overview
Section 1: Introduction and purpose of the SPG	Explains the purpose of the SPG, its status, and the process involved in preparing it.
Section 2: Setting the context – Maintaining a sustainable visitor economy	Guidance is provided on the relevant local and national policy context in respect of maintaining a sustainable visitor economy.

Section 3: Setting the context – Creating distinctive, sustainable and balanced communities	Guidance is provided on the relevant local and national policy context in respect of creating distinctive, sustainable and balanced communities.
Section 4: Change of use of a main residence (use class C3) into a short-term holiday let (use class C6)	Policy guidance is already provided in Policy TWR 2 of the JLDP; however, it is deemed appropriate to define what is meant by the 'permanent housing stock' term (criterion iii of policy TWR 2) as this criterion is a material consideration when assessing applications that would involve changing the use of a main residence (use class C3) into holiday accommodation (use class C6).
Section 5: Change of use of a second home (use class C5) to a short-term holiday let (use class C6)	Because a second home is not defined as forming part of the permanent housing stock (paragraph 4.5), the policy approach in relation to changing the use of a second home (use class C5) to holiday accommodation use (use class C6) depends on considering the suitability of the proposal against other considerations included in policy TWR 2. Detailed guidance in terms of the considerations that are associated with Policy TWR 2 is included in the relevant SPG (SPG: Tourist Facilities and Accommodation).
Section 6: Change of use of a main residence (use class C3) to second home use (use class C5)	The Joint Local Development Plan (Gwynedd and Anglesey) does not include a policy that specifically relates to the principle of changing the use of a main residence (use class C3) to second home use (use class C5). Within the SPG, it is highlighted that the principle of creating balanced communities and meeting the housing needs of the local population is a core element of the Joint Local Development Plan (strategic objectives SO5, SO15, SO16, and policies PS5, TAI5 and TAI 8). Considering the wider and overall objective of the Plan, guidance is provided on five main considerations that are associated with changing the use of a main residence (use class C3) to second home use (use class C5) within development boundaries, which are:- • the location of the proposal; • language impact; • a high concentration of second homes; • the demand for housing, and • the number of second homes.

	We note that the threshold set for being unable to give favourable consideration to applications for change of use from C3 to C5 is where the combined provision of second homes and self-catering holiday lets is above 15% of the total housing stock within a Community/Town/City Council area. This guidance is consistent with the guidance contained in the SPG: Tourist Facilities and Accommodation which sets a 15% threshold regarding the combined provision of second homes and short-term holiday lets when considering applications for new holiday accommodation.
Section 7: Change of use from short-term holiday let (use class C6) to second home use (use class C5)	In the same manner as proposals relating to changing the use of a main residence to second home use, there is no relevant policy in relation to losing holiday accommodation (use class C6) to second home use (use class C5). The policy guidance contained in this section depends on the location of the proposal, i.e., whether it is located within the development boundary or within an area defined as open countryside, and also whether the proposal has received planning permission for the specific use or not. Among the considerations for a planning application relating to change of use from holiday let (C6) to second home use (C5) within the development boundary, is consideration of the impact the current use has on the amenities of nearby land users and how viable is the holiday use. In addition, it is not considered appropriate to change the use from holiday let (that has obtained planning permission for the use) to second home use in a settlement identified in accordance with Policy TA15 (Local Market Housing).
Section 8: Change of use of a second home (use class C5) or short-term holiday let (use class C6) which is limited by a planning	As the change-of-uses referred to in this section relate to changing use for the purposes of a main residence, it is considered that appropriate policy guidance is contained within the Plan (Section 6.4: Managing growth and development - Supply and

condition to main residence use (use class C3)	Quality of Housing), and consequently no further detail is required within the Draft SPG.
Section 9: New-build second home (use class C5)	In considering proposals for developing new-build second homes, it is considered appropriate to assess the proposal in accordance with relevant housing policies included in the Joint Local Development Plan. Specific attention is drawn to the need to consider the requirements of policy TAI 8 (Housing Mix) and the guidance provided in the SPG (Sections 3 and 6).
Section 10: Further information and contacts	Includes the contact details of the Planning Policy and Development Control Service

3.3 Public consultation process

3.3.1 For the SPG to carry material weight in decision-making, including in cases where Planning and Environment Decisions Wales (PEDW) determine a planning appeal, the SPG must derive from the Development Plan and be consistent with the Plan, and must have been the subject of consultation and have been adopted formally (approved).

3.3.2 The Council is committed to involving stakeholders and consulting with the public, recognising the benefits that arise when a SPG which is prepared based on the contribution of local stakeholders. Involving stakeholders in this way and wider consultation ensures that the Council is aware of the local issues and able to receive advice, support and new ideas that should lead to creating improved guidance. It should also help to prevent problems and objections later.

3.3.3 Stakeholder involvement is central to the arrangements, and offers an opportunity for others to understand, influence and shape the content of the SPG. A structured "community involvement scheme" is an essential element of creating a robust SPG, and Welsh Government guidance confirms that SPGs will carry little weight in decision-making unless they are produced in accordance with a Community Involvement Plan (CIS). To this end a Community Involvement Scheme in relation to the preparation of Supplementary Planning Guidance has been prepared and can be viewed [here](#). The process of preparing and approving this Guidance is undertaken in accordance with the guidance contained within the 'Note'.

3.4 Considering the Impact

3.4.1 The Council is required (under the Equality Act 2010) to consider the impact that a change in any policy or procedure (or the creation of a new policy or procedure) will have on people with protected equality characteristics. The

Council also has additional general duties to ensure fairness and to foster good relationships. An Equality Impact Assessment must therefore be undertaken before a decision is taken on any relevant change (i.e. that affects people with protected equality characteristics).

- 4.2 The Council is also required, under the Welsh Language Standards (Section 44 of the Welsh Language (Wales) Measure 2011), to consider the impact that any change in policy or procedure (or creating a new policy or procedure), will have on opportunities for people to use the Welsh language and to ensure that the Welsh language is not treated less favourably than English.
- 3.4.3 Further, in accordance with the Socio-economic Duty that came into force in Wales on 31 March 2021, public bodies have a duty to consider how strategic decisions, including setting objectives and developing public services, can reduce inequalities in terms of the outcome for people who face socio-economic disadvantage.
- 3.4.4 In order to assess how the Supplementary Planning Guidance would affect the requirements set out above, an integrated Equality Impact Assessment (Assessing the Impact on Equality Characteristics, the Welsh language and Socio-Economic Disadvantage) has been completed. This Assessment can be viewed in Appendix 2 of the papers.
- 3.4.5 The Assessment highlights that the proposal is anticipated to have a positive impact on all individuals including individuals with protected equality characteristics. The social inequality that exists at present in some communities due to the lack of availability of houses that are affordable in price is creating an unsustainable, divided society. In an attempt to try to overturn the current situation, it is hoped that the guidance contained in the Supplementary Planning Guidance will promote the creation of more balanced and sustainable communities. It is hoped that this will create a fairer society and will ensure opportunities for all to be able to live in their area of choice. It is therefore noted that reducing inequality that stems from socio-economic disadvantage is a core part of the reason why we need to introduce the Supplementary Planning Guidance.
- 3.4.6 The assessment also concludes that introducing the Supplementary Planning Guidance would have a positive impact on the Welsh language and the balance of communities as it is hoped that it will stabilise the housing market and offer opportunities for people to be able to live in their communities.
- 3.4.7 Following the engagement period this Impact Assessment will be revised as required and will be re-submitted to the Cabinet for making the final decision regarding the proposal.
- 3.5 The Well-being of Future Generations (Wales) Act (2015)

- 3.5.1 Another important consideration is the Well-being of Future Generations (Wales) Act 2015. The Act seeks to improve Wales's social, economic, environmental and cultural well-being. The act places a well-being duty on public bodies which is aimed at delivering the seven well-being goals by following the five ways of working. The following table highlights these well-being goals and explains concisely how the proposal achieves the goals in question:-

Goal	Explanation of how the proposal of introducing the Supplementary Planning Guidance achieves the goal
A prosperous Wales	It will offer opportunities for people to live and work in Gwynedd, thus meaning that there is a stable, skilled and educated population to support the local economy.
A resilient Wales	It will lead to a fairer society and thus the county's social resilience will be maintained.
A healthier Wales	It will create a fairer society and thus will create circumstances for people to be able to live and work in Gwynedd, which in turn has a positive impact on health.
A more equal Wales	It will create a society that is more equal and will enable better opportunities for all.
A Wales of cohesive communities	It will be a means of creating attractive, viable and safe communities.
A Wales with a vibrant culture and a thriving Welsh language	It will offer better opportunities for people to be able to live in their communities and will be an indirect means of protecting culture, heritage and the Welsh language.
A globally responsible Wales	The principle of creating a fairer society and offering better opportunities for people to live and work in their local communities and thus create viable and sustainable communities is an example of good practice.

- 3.6 The need to undertake a Strategic Environmental Assessment (SEA)

- 4.1 In accordance with European Directive 2001/42/EC which is implemented in the UK through the Environmental Assessment of Plans and Programmes Regulations, a Screening Assessment has been prepared (see Appendix 3) which considers the need to undertake a Strategic Environmental Assessment (SEA) of the SPG.

- 3.6.2 The aim of a Strategic Environmental Assessment is to afford a high level of protection to the environment and contribute to integrating environmental considerations in the preparation and adoption of plans and programmes, with the aim of promoting sustainable development.
- 3.6.3 The SEA Regulations 2004 place a duty on local authorities to conduct a SEA on plans or projects:
- That are required for town and country planning or land-use planning; and
 - That set the framework for development consents in the future in respect of the projects listed in Schedule 1 or II of the European Council Directive 85/337/EEC
- 3.6.4 The SPG sets the framework for development in the future, which could mean that it may be classed as a 'plan' or 'programme' within the meanings of the SEA Directive, therefore an 'environmental assessment' may be required. The regulations advise that a series of specific criteria should be used, to show whether a plan should be subject to a SEA. These criteria have been considered in determining whether the SPG should be subject to a SEA. It was concluded that the SPG Managing the use of dwellings as holiday homes is unlikely to have a significant impact on the environment. The SPG does not set any new policies or designations, nor does it amend policies in the adopted LDP. Rather, it provides further guidance on current policies in the Anglesey and Gwynedd Joint Local Development Plan which has been the subject of a SEA.
- 3.7 The Views of the Planning Policy Working Group
- 3.7.1 A draft version of the SPG was reported to a meeting of the Planning Policy Working Group on 22 November 2024 and then to the subsequent meeting on 18 December 2024.
- 3.7.2 During the meeting held on 22 November 2024 it was highlighted that the Working Group were generally satisfied with the draft Guidance except for one aspect, namely the relevant considerations for new second homes/change of use applications. The Group noted that they were concerned about the lack of reference to the linguistic impact, the interpretation of the 'Demand for Housing' and the second homes threshold that was included in the draft version of the Guidance.
- 3.7.3 Following those comments, it was proposed to revise the Guidance in an attempt to address the concerns, and its contents was re-reported to the meeting of 18 December 2024. The consideration given to the second homes provision (and the associated threshold) was still a cause for concern. It was emphasised to the Working Group that the Officers were of the view that this was the approach that would cause the least risk to the Council as it is based

on current policy. It was further emphasised that the Guidance is a temporary measure until a Local Development Plan is prepared and adopted (October 2027). It was noted that the preparation of the new Plan will offer an opportunity to break new ground and formulate a purposeful local policy framework that addresses the wider objective associated with introducing the Article 4 Direction.

3.8 Next Steps

- 3.8.1 The following table sets out the next steps and the indicative timeframe for carrying out the steps. The final timetable depends on the number of representations that will be received during the public consultation period and the matters raised at the time. All representations received during the public consultation period will be covered in a Consultation Report. As well as including a summary of the representations received, the Consultation Report will also include the 'Council's Response' to the representation and propose changes resulting from those representations (when relevant). The Consultation Report will be part of an information pack that will be submitted to the Cabinet for the final decision to adopt the SPG.

Action	When?
Conduct a 6-week public consultation.	February – March 2025
Planning Policy Working Group - consider: i. Representations received during the public consultation period. Changes proposed to the wording of the Guidance.	March 2025 (depending on the number of observations received during the public consultation period).
Cyngor Gwynedd Cabinet - consider: i. Representations received during the public consultation period. ii. Changes proposed to the wording of the Guidance. iii. Adopt the Guidance.	April/May 2025
Use the adopted Guidance as a material planning consideration.	May 2025 onwards.

4. Views of the statutory officers

4.1 Chief Finance Officer:

I am satisfied that there are no budgetary obligations to the decision sought and I have no further comments from the perspective of financial propriety.

4.2 Monitoring Officer

Supplementary Planning Guidance represents a significant document in the planning regime. They do not represent or create new policies or are able to modify the policies in the local development plan. However, they have status within the administration and determination of planning applications and therefore require a specific process to be followed for their creation and adoption. This includes publicly consulting on the contents before deciding to adopt them. By approving the draft document for consultation the Cabinet does not adopt a final position. This cannot be done until the results of the consultation have been received. A final decision will need to be reached at that time taking into account the results of the process. I also note that the Guidance applies to the Joint Local Development Plan. As the Guidance derives specifically from Gwynedd's decision to adopt the Article 4 Direction there is no requirement for joint guidance.

Appendices

Appendix 1: Draft SPG: Managing the Use of Dwellings as Holiday Homes
Appendix 2: Integrated Impact Assessment: Assessing the Impact on Equality Characteristics, the Welsh Language and Economic Disadvantage
Appendix 3: Screening Statement: Strategic Environmental Assessment

SUPPLEMENTARY PLANNING GUIDANCE DRAFT VERSION

MANAGING THE USE OF DWELLINGS AS HOLIDAY HOMES (SECOND HOMES AND SHORT-TERM HOLIDAY LETS)



February 2025

ANGLESEY AND GWYNEDD JOINT LOCAL DEVELOPMENT PLAN
*relevant to the Gwynedd Local Planning Authority Area only

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1.0 Introduction to Supplementary Planning Guidance and its Purpose

1.1 Purpose

1.1.1 The purpose of this Guidance is to:

- assist the public and their agents to prepare planning applications and guide them in discussions with officers before submitting planning applications,
- assist officers to assess planning applications, and officers and councillors to make decisions about planning applications, and
- assist Planning Inspectors to make decisions on appeals.

1.1.2 The overall aim is to improve the quality of new developments and facilitate a consistent and transparent way of making decisions.

The Policy Context

The Local Development Plan

1.1.3 Under planning legislation, the planning policies for every area are included in the 'development plan'. The Anglesey and Gwynedd Joint Local Development Plan was adopted on 31 July 2017. It covers the area of Gwynedd and Anglesey Local Planning Authorities.

1.1.4 The Plan provides wide-ranging policies along with land use designations, such as housing and employment; it helps to shape the future of the Plan area physically and environmentally, and also influences it economically, socially and culturally. The Plan seeks to:

- guide the Local Planning Authorities to make rational and consistent decisions on planning applications by providing a policy framework that is consistent with national policy; and
- guide developments to suitable areas during the period up to 2026.

The need for Supplementary Planning Guidance

1.1.5 Although the Plan contains policies that enable the Local Planning Authority to make consistent and transparent decisions on development proposals, it cannot provide all the detailed advice required by officers and prospective applicants to steer proposals locally. In order to provide this detailed advice, the Councils are preparing a range of Supplementary Planning Guidance (SPG) to support the Plan. SPG provides more detailed guidance on a variety of topics and matters to help interpret and implement the policies and proposals.

The Status of the Supplementary Planning Guidance

1.1.6 Supplementary Planning Guidance (SPG) are material planning considerations during the process of assessing and determining planning applications. Welsh Government and PEDW (Planning and Environment Decisions Wales) will place considerable weight on

Supplementary Planning Guidance that derive from, and are consistent with, a development plan. SPGs do not introduce any new planning policies.

- 1.1.7 In accordance with Welsh Government advice, the SPG has been the subject of a public consultation and a decision to be adopted by the Cyngor Gwynedd Cabinet. A draft version of the Guidance was approved for public consultation on *[to be completed]* by the Cyngor Gwynedd Cabinet. The Supplementary Planning Guidance was the subject of a public consultation exercise between *[to be completed]* and *[to be completed]*. Following this consultation period and as a result of amending the Guidance as appropriate in response to the observations received, the Supplementary Planning Guidance was adopted by the Cyngor Gwynedd Cabinet on *[to be completed]* to be used as a material consideration when assessing and determining planning applications and appeals.

- 1.1.8 **As a result, substantial weight should be placed on this document as a relevant planning consideration.**

Area

- 1.1.9 Despite the fact that the Joint Local Development Plan is relevant to the Gwynedd and Anglesey Local Planning Authority Area, the co-working agreement on Planning Policy matters came to an end on 31 March 2023. Therefore, it is emphasised that this Supplementary Planning Guidance is specifically relevant to **the Gwynedd Local Planning Authority Area only.**

1.2 Context

- 1.2.1 This SPG provides Planning Policy guidance that specifically relates to the planning considerations following the introduction of amendments to the Town and Country Planning (Use Classes) Order¹ and the implementation of the Article 4 Direction to manage the use of dwellings as holiday homes (short-term holiday accommodation and second homes) in the Gwynedd Local Planning Authority Area.
- 1.2.2 In October 2022, the Town and Country Planning (Use Classes) Order 1987 was amended by introducing three new use classes, those use classes are defined as follows:

Use Classes Table:

C3:	Dwelling houses used as a sole residence or main residence	Dwelling houses used as a sole residence or main residence and occupied for more than 183 days in a calendar year - this class is split into three parts: C3(a) - a class that provides for an individual person or family (a couple, whether married or not, persons that are related to each other with family members of either member of the couple to be treated as family members of the other), an employer and certain domestic

¹[Town and Country Planning \(Use Classes\) Order 1987 \(as amended\)](#)

		workers (such as an au pair, nanny, nurse, home teacher, servant, chauffeur, gardener, secretary or personal assistant), carer and the person being cared for and a foster parent and foster child. • C3(b) - up to six people living together as one household and being looked after e.g. supported housing schemes, such as those provided for people with learning disabilities or mental health problems. • C3(c) – this class provides for groups of people (up to 6) who live together as one household and do not fall under the definition of Houses in Multiple Occupation (HMO) in C4, e.g. a small religious community and a home-owner living with a lodger could fall into this category.
C5:	Dwelling houses used apart from sole or main residence	Dwelling houses used apart from a sole residence or main residence and occupied for 183 days or less.
C6:	Short-term Holiday Let	Dwelling houses used for commercial short-term lettings no longer than 31 days for each period of occupancy.

1.2.3 Along with the amendment to the Town and Country Planning (Use Classes) Order 1987² the Town and Country Planning (Permitted General Development) Order 1995³ was amended to allow unrestricted changes between the three new use classes (Main residence (C3), Second Homes (C5) and Short-term Holiday Let (C6)). Therefore, no planning permission is required to change from one of the use classes to another.

1.2.4 If considered appropriate, and when there is evidence proving that exceptional circumstances exist, in order to prevent and gain control of the unrestricted change of use between the new use classes, Local Planning Authorities have the power to introduce an Article 4 Direction for a particular area. The Article 4 Direction is a planning tool which enables a response to an area's specific needs by removing the permitted development rights that have been applied through the Town and Country Planning (General Permitted Development) Order. This means that planning permission must be obtained to undertake some specific types of developments that would have been 'Permitted Development Rights' unless the Article 4 Direction was implemented. The requirement to obtain planning permission means that it is appropriate to provide guidance on how to consider compliance with the current local and national planning policy framework.

Article 4 Direction

1.2.5 On 13 June 2023, the Cyngor Gwynedd Cabinet resolved to serve an Article 4 Direction 'Notice'. The 'Notice' was served on 2 August 2023 and a public engagement period was held for six-weeks (until 13 September 2023). This engagement period was reported upon to a meeting of the Cyngor Gwynedd Cabinet on 16 July 2024. During this meeting,

²[Town and Country Planning \(Use Classes\) Order 1987 \(as amended\)](#)

³[Town and Country Planning \(General Permitted Development\) Order 1995 \(as amended\)](#)

the Article 4 Direction was confirmed⁴. The Article 4 Direction came into effect on 1 September 2024.

Defining the use classes

- 1.2.6 When considering prospective planning applications that relate to changing use between the use classes named in the above table (paragraph 1.2.2), initially there will be a need to ensure that the established use corresponds with the alleged use. In some cases, the applicant may be required to provide details proving the established use and confirm this by submitting a Lawful Use Certificate. The use should correspond with the definition of the use as described in the Town and Country Planning (Use Classes) Order, i.e., its use in the context of the Planning system.
- 1.2.7 It is recognised that there is a close relationship between the Planning system and Taxation. However, the eligibility of a residential dwelling to pay a specific tax category does not necessarily mean that it falls within the same category in the context of the Planning system as the definitions of the uses are different to one another.

Permitted Development Rights

- 1.2.8 This Guidance is specifically relevant to developments that relate to changing use between the C3, C5 and C6 use classes, along with the new C5 use. Details of the revoked permitted development rights can be seen in the [Article 4 Direction](#). It is emphasised that there are some circumstances where change of use between these use classes are permitted development rights. The changes between the use classes that continue to be permitted development rights (unless this is prohibited through a planning condition) are as follows:

Current Class Use	Permitted Development Rights change to
C5	C3
C6	C3
C6	Mixed C3 and C6 use
Mixed C3 and C6 use	C3
Mixed C5 and C6 use	C3
Mixed C5 and C6 use	Mixed C3/C6 use

- 1.2.9 If there is any doubt regarding the need to obtain planning permission to undertake the change of use in question, the Planning Service can provide advice through the [Council's pre-application advice system \(wales.gov\)](#). Contact details of the Planning Service can be seen in Section 10.

Other relevant Supplementary Planning Guidance

- 1.2.10 It is essential that the SPG is read in conjunction with other relevant adopted SPGs, specific attention is drawn to [SPG: Tourist Facilities and Accommodation](#), [SPG: Maintaining and Creating Distinctive and Sustainable Communities](#) and [SPG: Housing](#)

⁴[Article 4 Direction](#)

[Mix](#). This SPG will not repeat the guidance that has already been included within other Supplementary Planning Guidance.

Proposal locations

- 1.2.11 In accordance with Policy PCYFF1 (Development Boundaries) of the Joint Local Development Plan, development boundaries have been drawn around Sub-regional Centres, Urban Service Centres, Local Service Centres, Service Villages and Local/Rural/Coastal Villages that are identified in the Plan. The policy approach towards a range of different types of land uses often depends on the location of the proposal, i.e., within or outside a development boundary, with developments located outside the development boundary (defined as open countryside) and in settlements defined as clusters protected from inappropriate developments in accordance with local and national planning policy.
- 1.2.12 Furthermore, some settlements are defined as Local Market Housing settlements in the Joint LDP. Subject to the requirements to providing affordable housing as noted in Policy TAI 15, the explanation to Policy TAI 5 states that local housing market status is relevant to all types of development that create a new residential unit or units and it applies to any scale of development.
- 1.2.13 When appropriate, the SPG highlights the different policy considerations that should be used depending on the location of the application.

Mixed Uses

- 1.2.14 The amendment to the Town and Country Planning (Permitted Development Rights) Order allows for mixed use of some specific types of C3, C5 and C6 use classes.
- 1.2.15 When considering if a use is eligible to be defined as 'mixed use', there will be a need to ensure that the dual use is tantamount to a material change of use. For example, it is not considered that one-off use of a residential dwelling (C3) as holiday accommodation (C6) would be tantamount to a material change of use. A material change of use is based on fact and degree. Frequency and density of use will be among the relevant consideration.

Terminology

- 1.2.14 For the purpose of the SPG, the following terminology is used when referring to the following use classes:

Use Class	Terminology
C3	Main residence
C5	Second home
C6	Short-term holiday let

2.0 Setting the context - Maintaining a sustainable visitor economy

2.1 Background

2.1 As the content of the SPG relates to providing guidance in terms of managing the use of dwellings as holiday homes, whether they are second homes or short-term holiday lets, it is appropriate to provide a general overview in terms of the objectives/vision of relevant local and national planning policy strategies and guidance in the context of ensuring a sustainable visitor economy in Gwynedd together with creating sustainable and balanced communities (see Section 3).

2.1.1 The visitor economy provides jobs, services and facilities that maintain and offer opportunities for communities across Gwynedd. It is possible to maintain a sustainable visitor economy in Gwynedd that contributes in an economically positive manner, and also offers social, cultural and environmental benefits.

2.1.2 Contextual guidance in relation to maintaining a sustainable visitor economy is provided below.

2.2 Relevant Local and National Planning Policy Guidance

Future Wales: The National Plan 2040

2.2.1 'Future Wales: The National Plan 2040'⁵ recognises the importance of the tourism sector for the rural economy. A sustainable tourism sector is endorsed stating the need to promote opportunities for active, green and cultural tourism. Policy 21 which specifically relates to the North Wales Coastal Settlements Regional Growth Area sets out the need for Local Development Plans together with Strategic Development Plans to recognise the importance of the tourism sector to the area.

National Planning Policy

2.2.2 National planning policy guidance on tourism has been noted in Planning Policy Wales (PPW, Edition 12, February 2024)⁶ and recognises that it includes all types of activities, facilities and development types, and that it is crucial for economic prosperity to create jobs in several parts of Wales. In addition, it is noted that tourism can be a catalyst for regeneration, to improve the built environment and protect the environment (5.5.1).

2.2.3 In rural areas, it is recognised that tourism-related developments are an essential element in providing for a healthy and diverse economy. New tourism developments should be sympathetic in terms of nature and scale to the local environment (5.5.3). It also notes that new developments may need to be limited to avoid damage to the environment or the amenities of local residents and visitors (5.5.2).

2.2.4 Following the publication of Edition 12 of Planning Policy Wales (February 2024) guidance was included in national planning policy which made it clear, when relevant,

⁵[Future Wales: The National Plan 2040](#)

⁶[Planning Policy Wales \(Edition 12\) 2024](#)

that the number of second homes and short-term holiday lets in an area must be taken into consideration when considering the housing requirements and policy approaches in a Local Development Plan.

Joint Local Development Plan

- 2.2.5 The Anglesey and Gwynedd Joint Local Development Plan (Joint LDP) was adopted⁷ on 31 July 2017. The Plan provides a planning policy framework for this SPG. When the Joint LDP was adopted, the new use classes (as a result of the amendment to the Town and Country Planning (Use Classes) Order 1987) and the associated Article 4 Direction did not exist.
- 2.2.6 Despite the fact that the Plan was prepared and adopted before the changes relating to use classes became operational, the Plan provides the policy framework to deal with applications that derive from these changes. It is important to read the Plan in its entirety to obtain holistic guidance on some of the matters, ensuring that the Plan's vision and objectives are met in the policy approach for prospective planning applications that will be submitted to the Local Planning Authority (Cyngor Gwynedd) after the implementation of the Article 4 Direction.

Strategic Plan: Gwynedd and Eryri Sustainable Visitor Economy

- 2.2.7 The Strategic Plan: Gwynedd and Eryri Sustainable Visitor Economy⁸ includes a series of principles and objectives to form the area's sustainable visitor economy.
- 2.2.8 The aim of the plan is to establish a sustainable visitor economy in Gwynedd and Eryri. It means that factors such as the well-being of people and communities, the state of the natural environment and the strength of the Welsh language and culture were considered alongside the financial factors of the visitor industry. Simply, a sustainable visitor economy would benefit people, the environment and culture of Gwynedd and Eryri.

⁷[Anglesey and Gwynedd Joint Local Development Plan](#)

⁸[Strategic Plan: Gwynedd and Eryri Sustainable Visitor Economy](#)

3.0 Setting the context - Creating distinctive, sustainable and balanced communities

3.1 Background

- 3.1.1 Protecting and maintaining Welsh and Welsh-speaking communities that provide opportunities for people to live and work in is a core objective of national and local strategies/legislation. Contextual guidance in relation to creating distinctive, sustainable and balanced communities is provided below.

3.2 National Guidance

- 3.2.1 Nationally, the Well-being of Future Generations (Wales) Act⁹ provides the commitment, tools and legal ambition to improve our social, cultural, environmental and economic well-being. The Well-being of Future Generations Act makes it a requirement for public bodies in Wales to think about the long-term impact of their decisions, to work better with people, communities and each other, and to prevent continued problems such as poverty, health inequalities and climate change.
- 3.2.2 The principles of the Well-being Act are reiterated in Future Wales: the National Plan 2040¹⁰ specifically in Policy 4 - Supporting Rural Communities where the need to create sustainable and vibrant rural communities is identified. The need to consider how age-balanced communities can be achieved, where depopulation should be reversed and consider the role of new affordable and market housing, employment opportunities, local services and greater mobility in meeting these challenges, is emphasised.

3.3 Local Guidance

- 3.3.1 The Cyngor Gwynedd Plan 2023 - 2028¹¹ sets out the Council's vision and a series of projects for the next five years under seven priority areas, including the 'Homely Gwynedd' priority area.
- 3.3.2 The main aim of Homely Gwynedd's priority area is to ensure that every person in Gwynedd has access to a suitable home, which is affordable and improves their quality of life. This will try to be achieved by prioritising:
- Increasing the supply of housing for local people;
 - Dealing with the energy cost crisis and fuel poverty;
 - Ensuring that no one is homeless in Gwynedd;
 - Managing second homes and short-term holiday accommodation.
- 3.3.3 In 2020, the Cyngor Gwynedd Housing Action Plan 2020/21 - 2026/27¹² was prepared and approved. The purpose of this plan is to establish specific projects to give the residents of Gwynedd a fair opportunity to secure suitable homes. The general aim of the Action Plan is:

⁹[Well-being of Future Generations \(Wales\) Act 2015](#)

¹⁰[Future Wales: The National Plan 2040, Welsh Government](#)

¹¹[Cyngor Gwynedd Plan 2023 - 2028](#)

¹²[Cyngor Gwynedd Housing Action Plan 2020/21 - 2026/27](#)

"Ensuring that the people of Gwynedd have access to a suitable home of a high standard, that is affordable and improves their quality of life".

In order to achieve this aim, there are 5 objectives included in the Plan, namely:

- Objective 1 - Ensure that no-one is homeless in Gwynedd
- Objective 2 - Increase the opportunities for Gwynedd residents to secure a tenancy in a social house
- Objective 3 - Help the residents of Gwynedd to own an affordable home in their community
- Objective 4 - Gwynedd Housing are environmentally friendly
- Objective 5 - Ensure that houses in Gwynedd have a positive influence on the health and well-being of the county's residents

3.3.4 The general vision included in the Anglesey and Gwynedd Joint Local Development Plan¹³ notes:

"By 2026, Anglesey and Gwynedd will be acknowledged for their prosperous and lively communities which celebrate their unique culture, heritage and environment and will be a place where people choose to live, work and visit."

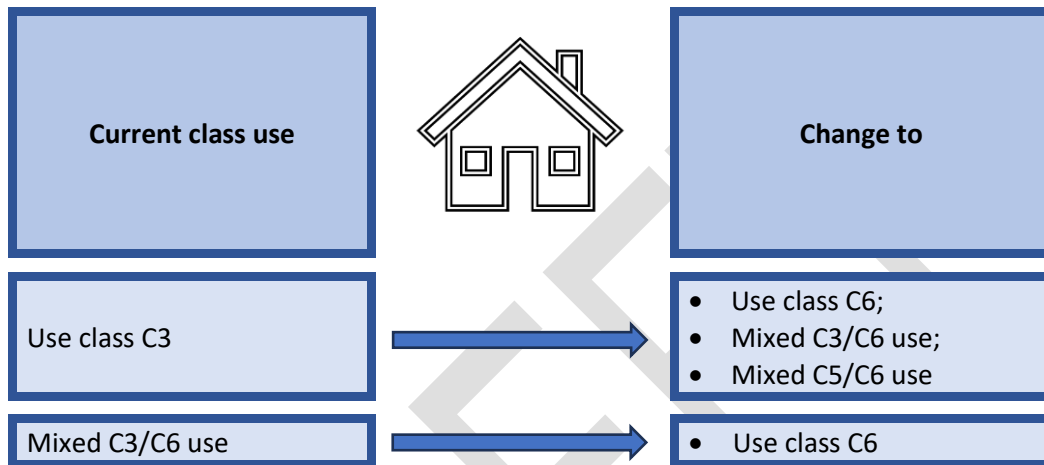
3.3.5 To meet this vision, the Plan area will need to better meet the housing needs of communities in terms of supply, type, quality, energy efficiency, location and affordability along with ensuring that the Welsh language is an integral part of the community.

3.3.6 The Plan will realise this vision through a series of strategic objectives. These strategic objectives set the context for Strategic Policies and detailed Policies contained within the Plan.

¹³[Gwynedd and Anglesey Joint Local Development Plan](#)

4.0 Change of use of a main residence (use class C3) into a short-term holiday let (use class C6)

- 4.1 This section relates to providing guidance on considerations that are relevant to proposals relating to changing the use of a dwelling house which is a main residence (use class C3), whether used for this purpose only or a mix use of the C3 and C6 use classes, to a short-term holiday let (use class C6) (only) or a mixed use of C3, C5, C6 (but including an element of C6 use) use classes.



Guidance

- 4.2 Policy TWR 2: Holiday Accommodation of the Joint LDP specifically relates to the local Planning Policy considerations that apply to applications for holiday accommodation. It is therefore considered that Policy TWR 2 is the appropriate policy to deal with applications for uses that fall within the C6 use class or contains an element of C6 use.
- 4.3 Policy TWR 2 states as follows:

POLICY TWR 2: HOLIDAY ACCOMMODATION

Proposals for:

- 1. The development of new permanent serviced, or self-serviced holiday accommodation, or**
- 2. The conversion of existing buildings into such accommodation, or**
- 3. Extending existing holiday accommodation establishments,**

will be permitted, provided they are of a high quality in terms of design, layout and appearance, and that all the following criteria can be met:

- i. In the case of accommodation, which is a new build, that the development is located within a development boundary, or makes use of a suitable previously developed site;**
- ii. That the proposed development is of appropriate scale considering the site, location and/or settlement in question;**
- iii. That the proposal will not result in a loss of permanent housing stock;**
- iv. That the development is not sited within a primarily residential area or does not significantly harm the residential character of an area;**
- v. That the development does not lead to an over-concentration of such accommodation within the area.**

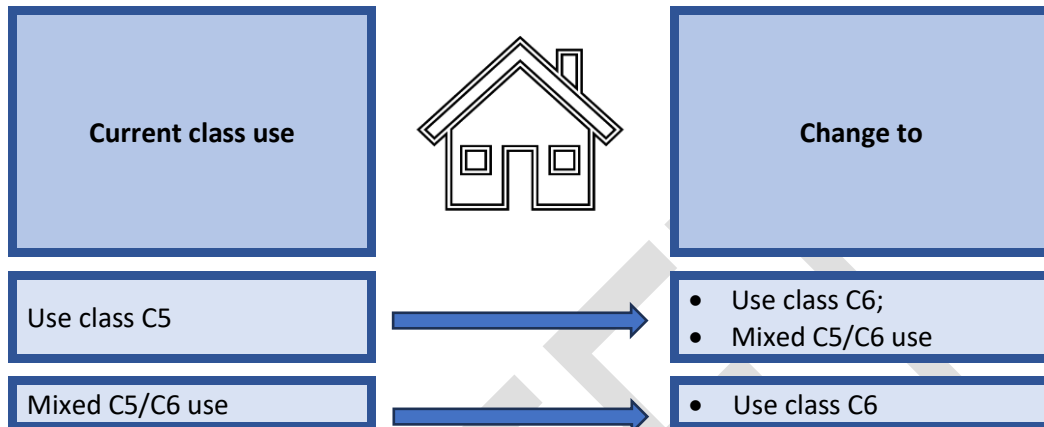
- 4.4. It is emphasised that criterion iii clearly states that any proposal for holiday accommodation should not result in the loss of permanent housing stock. Therefore, it is noted that any proposal which would result in the loss of use of permanent housing stock (namely, use class C3) would be contrary to criterion iii of Policy TWR 2.

Defining Permanent Housing Stock

- 4.5 It is noted that criterion iii of Policy TWR 2 of the Joint LDP relates to ensuring that the 'permanent housing stock' is not lost. To this end, the use of permanent housing stock is defined as a residential unit that falls within use class C3 (main residence) or mixed use that contains an element of C3 use.
- 4.6 Guidance is provided on the other criteria included in Policy TWR 2 in section 4 of the [SPG: Tourist Facilities and Accommodation](#).

5. Change of use of a second home (use class C5) to a short-term holiday let (use class C6)

- 5.1 This section relates to providing guidance on considerations that are relevant to proposals relating to changing the use of a residential house which is a second home (use class C5), whether used for this purpose only or mixed use of the C5 and C6 use classes, to a use of short-term holiday let (use class C6) (only) or a mixed use of C5 and C6 use classes.

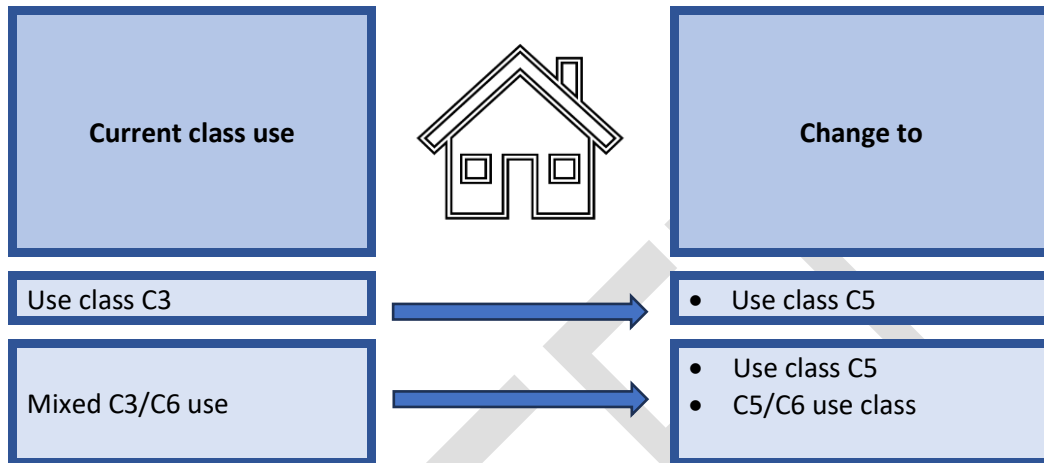


Guidance

- 5.2 In accordance with the guidance noted in Section 4 (paragraph 4.2), Policy TWR 2: 'Holiday Accommodation of the Joint LDP is the relevant policy when dealing with applications to provide an element of holiday accommodation (use class C6), along with the relevant SPG ([SPG: Tourist Facilities and Accommodation](#)).
- 5.3 As well as ensuring that the proposal complies with the criteria included in Policy TWR 2 and the accompanying [SPG](#), careful attention will need to be given to the impact of the proposal on the amenities of neighbouring land users in accordance with Policy PCYFF2: Development Criteria of the Joint Local Development Plan.

6.0 Change of use of a main residence (use class C3) to second home use (use class C5)

- 6.1 This section relates to providing guidance on considerations that are relevant to proposals relating to either changing the use of a dwelling house that is a main residence (use class C3, namely the permanent housing stock) or a mixed use of C3/C6 to second home use (use class C5)



Guidance

- 6.2 The Joint Local Development Plan (Gwynedd and Anglesey) does not include a policy that specifically relates to the principle of changing the use of a main residence (use class C3) to second home use (use class C5). Despite the lack of policy that is specifically relevant, the propriety of the principle in accordance with the relevant local and national planning policy guidance needs to be considered.
- 6.3 When considering applications for this type of use, the vision and main objectives of the Joint Local Development Plan should be considered in the first instance.
- 6.4 There is a series of strategic objectives that form the basis of the Joint Local Development Plan. As noted in Section 3, these Strategic Objectives have been drawn up in an attempt to realise the Plan's vision.
- 6.5 The following strategic objectives are highlighted in relation to the principle of changing the use of a main residence (use class C3) to second home use (C5).

SO5: Ensuring that development in the Plan area supports the principles of sustainable development and creates sustainable communities whilst respecting the varied role and character of the centres, villages and countryside.

SO15: Ensuring that a sufficient and appropriate range of housing sites are available in sustainable locations in accordance with the settlement hierarchy to support economic growth.

SO16: Provide a mixture of houses of good quality, that are affordable, of different types and different tenancies to meet every faction of the population's housing needs.

- 6.6 These Strategic Objectives are supported by a series of policies. Strategic Policy 5: Sustainable Development (criterion 3 and 9) notes that every proposal should:

3. *Promote Centres and Villages that are more self-sufficient by contributing to balanced communities that are supported by sufficient services, cultural, arts, sporting and entertainment activities; a varied range of employment opportunities; physical and social infrastructure; and a choice of modes of travel;*
9. *Meet the needs of the local population throughout their lifetime in terms of their quality, types of tenure and affordability of housing units in accordance with Strategic Policy PS16.*

- 6.7 Policy TAI 5: Local Market Housing provides policy guidance for considering the appropriateness of residential units in specific settlements identified within the policy. These inequalities are recognised by the fact that a number of factors affect the inequality of the housing market within these settlements and in an attempt to reverse this inequality and providing to meet the needs of the local population.

- 6.8 Furthermore, Policy TAI 8: Housing Mix states the need to promote sustainable mixed communities by ensuring that all new residential developments contribute to improving the balance of housing and meet the identified needs of the whole community. The criteria that contribute toward this aim include:

2. *Contributing to redress an identified imbalance in local housing markets.*
4. *Ensuring the correct mix of housing unit types and tenures to meet the needs of the Plan area's current and future communities;*

- 6.9 It is noted that the principle of creating balanced communities and meeting the housing needs of the local population is a core element of the Joint Local Development Plan. Furthermore, balanced communities should provide essential facilities to support day-to-day activities.

- 6.10 Therefore, when considering applications for the loss of residential main residence use (use class C3) to second home use (use class C5) (including mixed use), it should be considered whether the proposal makes up for the lack of balance in local housing markets (criterion 2, Policy TAI 8).

Applications located within the development boundary

- 6.11 To ensure compliance with the Plan's vision and the aim of creating distinctive, sustainable and balanced communities (see the guidance in Section 3), consideration will need to be given to the following:

- **Location of proposal**

Proposals for second homes within a Local Market Housing settlement (Policy TAI 5 of the Joint LDP) should not be given favourable consideration as the proposal would be contrary to the principle of Policy TAI 5.

- **Linguistic impact**

In determining individual planning applications, considerations relating to the use of the Welsh language may be taken into account so far as they are material. In accordance with Policy PS1 (Welsh Language and Culture) proposals that would cause a significant harm to the character and language balance of a community that cannot be avoided or mitigated by appropriate planning mechanisms should be refused.

- **High concentration of second homes in a specific area**

A high concentration of second homes could have a negative impact on social fabric and on the local facilities provided to meet the needs of the local population. A provision of second homes that has been distributed consistently across an area is a way of ensuring that it does not lead to pockets of empty properties during the winter and ensures that a permanent population exists to support local facilities and services.

- **The demand for housing**

Adequate provision of housing should be ensured within the community to provide and meet local needs. To ensure this, it should be considered whether the housing growth figure for the settlement (as noted in the Joint Local Development Plan) has been met. It is not considered appropriate to lose a main residence use (use class C3) to second home use (use class C5) if the anticipated housing need for the settlement has not been met. In terms of meeting the anticipated need, the units should have been developed (the anticipated growth through the land bank should not be taken into account).

Furthermore, consideration will need to be given to the local needs for housing, as highlighted in the Local Housing Market Assessment (LHMA) as well as the Council's waiting list/Tai Teg Register.

- **Number of second homes**

In accordance with para. 4.2.5 of Planning Policy Wales (Edition 12), there is a need to *"consider local matters, such as the number of second homes and short-term holiday lets in a specific area when developing the requirement for affordable homes*

and open market housing and whether the evidence justifies a specific local policy to support the viability of communities. For example, this may include introducing a cap or limit on the number of second homes or short-term holiday lets."

In light of this guidance, should it be deemed appropriate, it is possible for Local Planning Authorities to decide to place a cap (threshold) on the number of second homes in communities. To this end, and to support the creation of balanced, viable and sustainable communities, where local needs are met, it is deemed appropriate to set a threshold for the number of second homes in a community.

The SPG: Tourist Facilities and Accommodation already includes a threshold for the provision of self-catering holiday accommodation in an area when assessing new self-catering holiday accommodation applications. For consistency and bearing in mind that the SPG considers the provision of second homes and self-catering holiday accommodation when calculating provision, it is reasonable to have a consistency between the provision in both SPG's.

As a result, favourable consideration should not be given to applications to change the use of a main residence (use class C3) to second home use (use class C5 or mixed use) when the current combined provision of second homes and short-term holiday lets within the Community/Town/City Council area exceeds 15% of the housing stock. Council Tax (second home premium and self-catering non-domestic business rates) information should be used as the source to obtain this information, as this is the most accurate and complete information source that is available.

Applications located directly outside the development boundary and in clusters

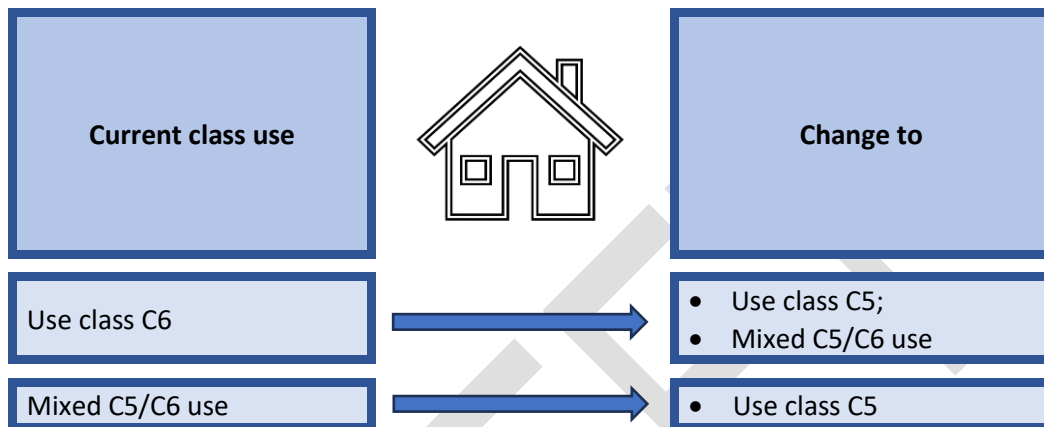
- 6.12 In accordance with Policy TAI 6 (Housing in clusters) along with Policy TAI 16 (Exception Sites) of the Joint LDP, the ability to provide new housing is limited to affordable housing that meets a local need. Due to this clear guidance regarding the provision of new housing in the locations concerned, the principle of changing dwelling houses to second home use would not comply with Policy TAI 6 and TAI 16. Accordingly, unless a local need affordable housing is provided, preferential consideration may not be given to applications to change main residence (use class C3) to second homes (use class C5) in locations immediately outside the development boundary or in a settlement defined as a cluster.

Applications located in areas defined as open countryside

- 6.13 In accordance with national policy guidance, the ability to develop new housing in open countryside is prohibited, unless the use is associated with a rural enterprise dwelling or is a 'One Planet' development as defined by National Planning Policy. Furthermore, Policy TAI 7 prioritises economic use of traditional buildings in the countryside. Subject to the ability to prove that an economic use is not viable, then consideration can be given to its appropriateness for residential use (local need affordable dwelling only).
- 6.14 Accordingly, it is not considered that changing the use of a main residence (use class C3) in an area defined as open countryside to second home (use class C5) would comply with the principles included in local and national planning policy.

7.0 Change of use from short-term holiday let (use class C6) to second home use (use class C5)

- 7.1 This section relates to providing guidance on considerations that are relevant to proposals relating to changing the use of a residential house used as a short-term holiday let (use class C6 or mixed C5 and C6 use) to second home use (use class C5) or mixed C5 and C6 use.



Guidance

- 7.2 As highlighted in Section 6, the Joint LDP does not include a policy that specifically relates to second homes (Use Class C5). In the context of the Joint LDP, consideration will need to be given to the policy guidance highlighted in Section 6 (para. 6.3 to 6.11) along with all of the other relevant policies within the Plan.
- 7.3 The planning policy guidance in relation to this change of use is partly dependent on the location of the proposal, i.e., whether it is located within the development boundary or within an area defined as open countryside/cluster. In addition, it will be necessary to be mindful of the status of the settlement, i.e., whether or not it is located within a Local Market Housing settlement (Policy TAI 5). Furthermore, the process of establishing the use in the first instance may influence the relevant policy considerations, i.e., if the use has obtained planning permission for the use in question (see para. 1.2.11).
- 7.4 It is emphasised that the following guidance is specifically relevant to changing use from one to another, i.e., the change of use of one short-term holiday let unit (Use Class C6) to a single second home (Use Class C5). If the proposal leads to an increase in the number of units (for example, the subdivision of a residential house), the principle of the proposal should be considered in accordance with the housing policies of the Joint Local Development Plan, including Policy TAI15: Affordable Housing Threshold and their Distribution and the need to contribute to affordable housing in line with the threshold figures set out in the policy.

Applications located within the development boundary (not granted planning permission for the C6 use class)

Consider impact on local amenities

- 7.5 The use of a residential dwelling as holiday accommodation (use class C6) can often have a vastly different impact compared to the use of a dwelling as a second home (use class C5). The turnover (duration and frequency) of use combined with noise and disruption caused can have a negative impact on the amenities of the local community. On the other hand, the use of a house as a second home is more like the use of a house as a main residence and, as such, the amenity effect is probably (in most cases) more acceptable. It is therefore considered appropriate to consider the location and any benefits that may derive to the amenities of local residents in accordance with criterion 7 of Policy PCYFF 2 of the Joint LDP.

Viability of holiday let use

- 7.6 Short-term holiday lets provide an essential service to support the area's visitor economy. Therefore, it should be considered whether the holiday lets are viable and contribute towards meeting the demand.
- 7.7 The eligibility of short-term holiday lets (use class C6) to pay the non-domestic business rate as self-catering holiday accommodation is an indication that it meets the demand. By qualifying to pay the non-domestic business rate, it means that the unit is occupied for a combined period of 6 months per year (or more). Favourable consideration should not be given to applications to change the use of short-term holiday lets (use class C6) to second home use (use class C5) if there is a demand for the use (unless there are other planning considerations (such as an impact on amenities) indicating otherwise).
- 7.8 If it is deemed that the need and demand continue for the holiday use, then it will be necessary to receive financial evidence that the current business is not viable. A Financial Report should be submitted which proves that the business is no longer financially viable and its ability to be viable is not anticipated in the future.
- 7.9 In addition, it should be proven that an unsuccessful attempt was made to market the unit for a minimum 12-month period for the holiday let use. The evidence should include copies of marketing/selling advertisements along with written confirmation from the estate agent in relation to the interest/offers received. It should be ensured that the marketing strategy to sell the business has targeted the most suitable market.

Applications located within the development boundary (granted planning permission for C6 use)

- 7.10 In addition to complying with the guidance included in paragraph 7.5 to 7.11, if the proposed site is located within a Local Market Housing settlement (Policy TAI 5 of the Joint LDP), consideration should be given to the principle of the Policy, i.e., the need for housing within a recognised settlement to be providing a local market house or local need affordable housing. It is accordingly stated that the principle of changing the use of a short-term holiday let (where use is restricted by condition) to second home use (use class C5) within such a recognised settlement would not comply with Policy TAI 5.

Applications located in areas defined as open countryside or settlement defined as a cluster

- 7.11 In accordance with Policy TAI 6 (Housing in clusters) along with Policy TAI 16 (Exception Sites) of the Joint LDP, the ability to provide new housing is limited to affordable housing

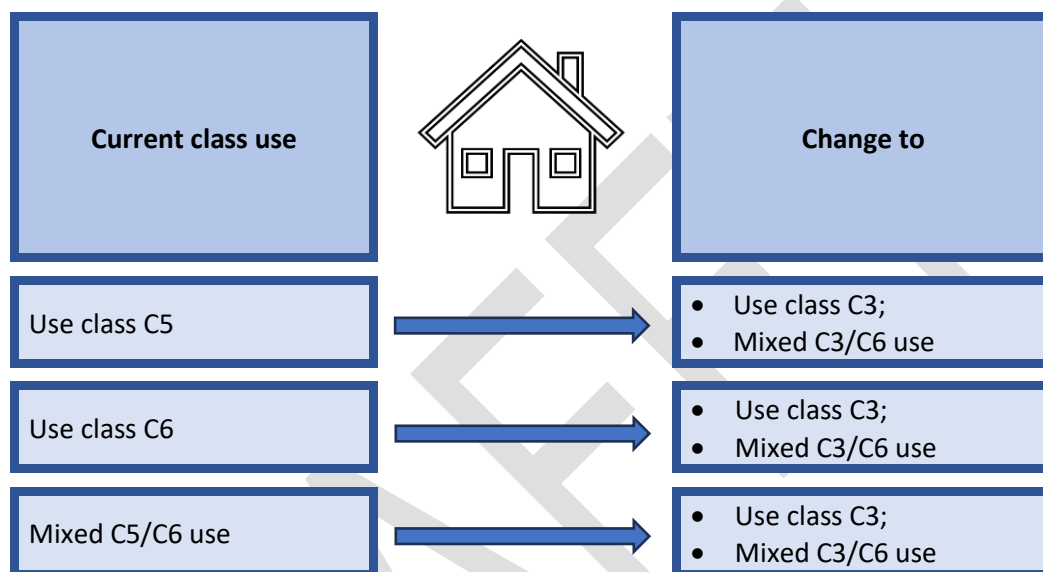
that meets a local need. Due to this clear guidance regarding the provision of new housing in the locations concerned, the principle of changing dwelling houses to second home use would not comply with Policy TAI 6 and TAI 16. Accordingly, unless a local need affordable housing is provided, preferential consideration may not be given to applications to change short term holiday lets (use class C6) to second homes (use class C5) in locations immediately outside the development boundary or in a settlement defined as a cluster.

Applications located in areas defined as open countryside

- 7.12 In accordance with national policy guidance, the ability to develop new housing in open countryside is prohibited, unless the use is associated with a rural enterprise dwelling or is a 'One Planet' development as defined by National Planning Policy. Furthermore, Policy TAI 7 prioritises economic use of traditional buildings in areas of open countryside. Subject to the ability to prove that an economic use is not viable, then consideration can be given to its appropriateness for residential use (local need affordable dwelling only). In relation to residential developments located in clusters, it is limited to the use of local need affordable housing (Policy TAI 6: Housing Clusters).
- 7.13 Therefore, changing the use of a short-term holiday let (use class C6) in an area defined as open countryside to second home use (use class C5) would not be considered to comply with local and national planning policy principles.

8.0 Change of use of a second home (use class C5) or short-term holiday let (use class C6) which is restricted by planning condition to main residence use (use class C3)

- 8.1 This section relates to providing guidance on considerations that are relevant to proposals relating to either changing the use of a residential house used as a second home (use class C5) or short-term holiday let (use class C6) (including mixed C5 and C6 use) to main residence use (use class C3) or mixed C3 and C5 or C3 and C6 use and is **restricted to this use by means of a planning condition.**



Guidance

Applications located within the development boundary

- 8.2 Applications located within the development boundary should be assessed in accordance with the relevant policies contained within the Joint Local Development Plan.

Applications located outside development boundaries and in clusters

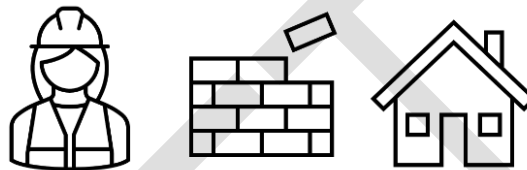
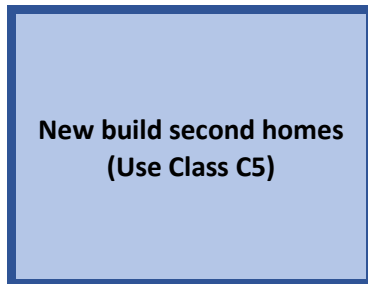
- 8.3 A number of short-term holiday lets (use class C6) located in open countryside have received planning permission for the specific use and have therefore the use has been restricted via a planning condition. In most cases, the use will have received permission due to its compliance with local and national planning policy guidance when the decision was made.
- 8.4 In accordance with Policy TAI 6 (Housing in clusters) along with Policy TAI 16 (Exception Sites) of the Joint LDP, the ability to provide new housing is limited to affordable housing that meets a local need. Accordingly, unless local need affordable housing is provided, preferential consideration may not be given to applications to change second homes (C5 use) and short term holiday lets (use class C6) (where the use has been restricted via a planning condition) to main residence (use class C3) in locations immediately outside the development boundary or in a settlement defined as a cluster.

Applications located in areas defined as open countryside

- 8.5 In accordance with national policy guidance, the ability to develop new housing in open countryside is prohibited, unless the use is associated with a rural enterprise dwelling or is a 'One Planet' development as defined by National Planning Policy. Furthermore, Policy TAI 7 prioritises economic use of traditional buildings in the countryside. Subject to the ability to prove that an economic use is not viable, then consideration can be given to its appropriateness for settlement use (local need affordable dwelling only).
- 8.6 Therefore, any application for the change of use of a second homes (C5 use class) or short-term holiday let (C6 use class) in an area defined as open countryside to main residence (C3 use class) would need to conform with Policy TAI 7 of the Joint Local Development Plan. If it is possible to conform with the requirements of the policy, the C3 use would have to be restricted to an affordable housing local need.

9.0 New build second homes (use class C5)

- 9.1 This section relates to providing guidance on considerations that are relevant to proposals relating to constructing new second homes (use class C5). If mixed use is intended which includes an element of C5 use, then the proposal should be dealt with in accordance with the relevant policies as contained within the Joint LDP, e.g., short-term holiday let (C6) use in accordance with Policy TWR 2 and Main Residence use in accordance with the relevant housing policy of the Joint LDP.



Guidance

Applications located within the development boundary

- 9.2 Applications located within the development boundary should be assessed in accordance with the relevant housing policies contained within the Joint Local Development Plan. Specific attention is drawn to the need to consider the requirements of policy TAI 8 and the guidance provided in this SPG (Sections 3 and 6). It is emphasised that the requirements and considerations highlighted in paragraph 6.11 are relevant when considering applications for new second homes (Use Class C5).
- 9.3 If the proposal leads to 1 or more second homes on the site, the principle of the proposal should be considered in accordance with the housing policies of the Joint Local Development Plan, including Policy TAI15: Affordable Housing Threshold and their Distribution and the need to contribute to affordable housing in line with the threshold figures set out in the policy.
- 9.4 Furthermore, when assessing applications located within a Local Market Housing settlement (Policy TAI 5 of the Joint LDP), consideration should be given to the principle of the Policy, i.e., the need for housing within a recognised settlement to be providing a local market house or local need affordable housing. It is accordingly stated that the principle of permitting a second home (use class C5) within such a recognised settlement would not comply with Policy TAI 5.

Applications located in areas defined as open countryside or settlements defined as a cluster

- 9.5 In accordance with national policy guidance, the ability to develop new housing in open countryside is prohibited, unless the use is associated with a rural enterprise dwelling or is a 'One Planet' development as defined by National Planning Policy. In relation to settlement developments located in clusters, it is limited to the use of local

need affordable housing (Policy TAI 6: Housing Clusters). Therefore, it is noted that developing a new second home in an area defined as open countryside/cluster would not comply with national planning policy guidance.

DRAFT

10.0 Further Information and Contacts

For more information please contact:

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Assessing the Impact on Protected Characteristics, the Welsh Language and Socio-Economic Disadvantage

For help to complete this form see the *How to Undertake an Equality Impact Assessment* leaflet. You are also welcome to contact Delyth Gadlys Williams, Policy and Equality Officer on ext. 32708 or DelythGadlysWilliams@gwynedd.llyw.cymru for further assistance.

The Council's is required (under the Equality Act 2010) to consider the effect any change in policy or procedure (or the creation of a new policy or procedure), has on people with protected equality characteristics. The Council also has a general duty to ensure fairness and foster good relations. A timely Equality Impact Assessment must be undertaken before making any decision on any relevant change (i.e. which has an effect on people with protected characteristics).

The Council is also required, under the requirements of the Welsh Language Standards (Section 44 of the Welsh Language (Wales) Measure 2011) to consider the effect of a change in any policy or procedure (or the creation of a new policy or procedure), in its opportunities for people to use Welsh and to ensure that Welsh is not treated less favourably than English. This document therefore ensures that these decisions protect and promote the use of the Welsh language.

From April 1st 2021 the Council has a duty to have due regard to tackling socio-economic disadvantage in strategic decisions.

1) Details

1.1. What is the name of the policy / service in question?

Introducing Supplementary Planning Guidance (SPG): Managing the use of dwellings as holiday homes (second homes and short-term holiday accommodation)

1.2 What is the purpose of the policy / service that is being created or amended? What changes are being considered?

The purpose of this Guidance is to highlight the local planning policy considerations following the implementation of the Article 4 Direction for the Gwynedd Local Planning Authority area. The planning policy guidance is included in the Joint Local Development Plan (Anglesey and Gwynedd). Although the Plan includes policies that enable the Local Planning Authority to make consistent and transparent decisions on development applications, it cannot provide officers and prospective applicants with all the detailed advice they need to inform proposals locally.

Following the implementation of the Article 4 Direction, it means that permitted development rights for the following uses have been revoked:-

- (a) Change of use from C3 to C5 or C6 and specific mixed uses;
- (b) Change of use from C5 to C6 or specific mixed uses;
- (c) Change of use from C6 to C5 or specific mixed uses.

Definition of the uses:-

C3 - Dwelling houses, used as a sole residence or main residence: Dwelling houses, used as a sole residence or main residence and occupied for more than 183 days in a calendar year.

C5 - Dwelling Houses, used apart from sole or main residence: Dwelling houses used apart from a sole residence or main residence and occupied for 183 days or less.

C6 - Short-term holiday accommodation: Dwelling houses used for commercial short-term lettings no longer than 31 days for each period of occupancy.

This means, for example, that planning permission needs to be obtained to change the use of a residential home that is a main residence (C3 Use) to a second home (C5 Use) or holiday accommodation (C6 Use).

Previously, these developments counted as 'permitted development rights' in accordance with the Town and Country Planning Order (Permitted General Development) 1995 (as amended), i.e. it was possible to change the use of a residential home to holiday use (holiday accommodation or second home) without the need to obtain planning consent for that use.

1.3 Who is responsible for this assessment?

Planning Policy Team Leader

1.4 When did you commence the assessment? Which version is this?

Version 1.

This Assessment has been prepared to support the consultation draft version of the Supplementary Planning Guidance. The Assessment will be part of an information pack that will be submitted to Cyngor Gwynedd's Cabinet to assist their decision to approve (or not) the publication of the SPG for a period of public consultation (6 weeks).

Following the decision, there will be a consultation period, before reporting the observations received during the public consultation period to the Cabinet for final approval.

During every step of the process it is intended to amend and adjust this assessment as needed.

2) Action

2.1 Who are the stakeholders or partners you need to work with to undertake this assessment?

Due to the nature of the SPG subject, it may have an indirect and direct impact on everyone (everyone needs a home to live in); as such, no specific partners or stakeholders have been contacted when undertaking the assessment.

To be able to give weight to the SPG as a material planning consideration (i.e. part of the relevant considerations when assessing and determining a planning application), and in accordance with the guidance included in the Development Plans Manual (Edition 3), SPG should be subject to a public consultation exercise and be adopted by decision of the Council. Furthermore, it is noted that:-

- A discussion should be held with development control officers.
- Relevant consultees should be consulted.
- Draft supplementary planning guidance should be made available for a public consultation.

To this end, we will liaise directly with the statutory consultants (specific consultation bodies) as noted in LDP Regulations (2005). Furthermore, it is intended to send correspondence to a list of individuals who have shown an interest in the Joint Local Development Plan. The database contains approximately 1,300 contacts.

The process of preparing, consulting and receiving approval (if decided to do so) of the SPG is undertaken in accordance with the guidance included in the Procedural Note for the Preparation and Adoption of Supplementary Planning Guidance and the Community Involvement Plan and related stakeholders, which has been prepared.

As part of the process of conducting the public consultation, the following measures will be taken to raise awareness and promote the public engagement period:-

- Material in the Council's main Offices (Caernarfon, Dolgellau and Pwllheli)
- Material in the county's local libraries
- Supplementary Planning Guidance webpage
- Social media (Instagram, X and Facebook)
- Notify the nearby Local Planning Authorities

A standard comment submission form to accompany the SPG will be provided in electronic and paper format.

It is hoped that the consultation arrangements noted above will ensure that all relevant stakeholders are aware of the proposal and their opportunity to have their say through the appropriate media.

2.2 What measures have you taken to engage with people with equality characteristics, regarding the Welsh language or with communities (either of place or of need) that live with socio-economic disadvantage?

Thus far, public engagement steps have been limited. However, consultation will be an essential part of the next step in the process.

The engagement steps will be fully open (a public consultation process) for any individual to respond to. The process of raising awareness referred to above (response to question 2.1) will be used along with a method for submitting observations as follows:

- A tailored questionnaire using suitable on-line software (Limesurvey)
- Paper questionnaire
- Opportunity to respond by letter
- Opportunity to respond via e-mail
- Opportunity to discuss the proposal with relevant officers

To facilitate the process of submitting observations on the proposal, it will be possible (upon request) to receive a copy of the documents in various languages and formats. It is hoped that this will provide people with the flexibility, especially those with protected characteristics to have input in the process.

Although there is no specific guidance as to the consultation requirements/method, in order to maximise the opportunities available for people to have their say it is considered appropriate that the consultation period is held for a 6-week period.

In accordance with the requirements of the Welsh Language Standards, Section 44 Welsh Language Measure (Wales) 2011, a specific question will be asked as part of the process to enable measuring and assessing the impact of the decision on the Welsh language. Furthermore, in accordance with good practice a series of equality questions will be asked to ensure that a cross-section of people respond.

2.3 What was the result of the engagement?

Not applicable at this time.

2.4 On the basis of what other evidence are you operating?

The guidance contained within the SPG is derived from the Anglesey and Gwynedd Joint Local Development Plan.

It should be noted that the process of preparing a Local Development Plan is one that involves a number of statutory steps including the need to carry out an Equality Impact Assessment along with a Welsh Language Impact Assessment. As a result, it is emphasised that the SPG elaborates on policies that have already been subject to close examination.

The adopted Development Plan, namely the Anglesey and Gwynedd Joint Local Development Plan, sets out the local planning policy framework to make planning decisions. In accordance with the requirements outlined in section 38(6) of the Planning and Compulsory Purchase Act 2004, it is required that Planning decisions are made in accordance with the development plan unless there are relevant planning considerations indicating otherwise.

Although the Plan includes policies that enable the Local Planning Authority to make consistent and transparent decisions on development applications, it cannot provide officers and prospective applicants with all the detailed advice they need to inform proposals locally. To provide this detailed advice, the Council has/is preparing a range of Supplementary Planning Guidance (SPG) to support the Plan.

Furthermore, the legislative changes relating to the changes to the use classes came into force following the adoption of the Joint Local Development Plan (together with the implementation of the accompanying Article 4 Direction). As such, it is highlighted that the policies of the Plan have not been prepared with the wider objective of the Article 4 Direction in mind, therefore the preparation of the SPG is a means of providing the relevant guidance.

2.5 Are there any gaps in the evidence that needs to be collected?

It is considered that the evidence that has been gathered is robust and fit for purpose. It is emphasised that the guidance is based on the Joint Local Development Plan which has already been subject to a public consultation period and a thorough assessment process. Any gaps that emerge during the undertaking of the public consultation period will be addressed and acted upon as appropriate.

3) Identifying the Impact

3.1 The Council must give due regard to the effect any changes will have on people with the equality characteristics noted below. What impact will the new policy/service or the proposed changes in the policy or service have on people with these characteristics?

Characteristics	What type of impact? *	In what way? What is the evidence?
Race (including nationality)	Positive	The introduction of the Supplementary Planning Guidance will provide further guidance on the local planning policy consideration following action on the associated Article 4 Direction. As part of the consultation process on the Draft SPG, the relevant documents that will be prepared to facilitate the submission process will note clearly that individuals can receive the documents in different formats and languages. No additional consultation needs have been identified for this characteristic. It is emphasised that the SPG is introducing further guidance to the policies contained within the Joint Local Development Plan (Joint LDP) and is not introducing new policies. The Joint LDP has already been the subject of a thorough assessment process during its preparation and adoption. The implementation of the SPG can have an impact on the housing market, causing lower prices, which will affect local residents with a home in the area along with people with second homes or holiday accommodation. It could therefore benefit people who wish to buy houses in the area, including local residents, people wanting to return to the area or people from other areas / countries.
	Negative	Having said this, some negative side-effect is also expected, which will particularly affect local residents as there will be a limit to the use that can be made of the residential unit. Furthermore, the intervention can be a deterrent to individuals wishing to invest in the holiday home market, whether they are local or not.
Disability		The introduction of the Supplementary Planning Guidance will provide further guidance on the local planning policy

		consideration following action on the associated Article 4 Direction. As part of the consultation process on the Draft SPG, the relevant documents that will be prepared to facilitate the submission process will note clearly that individuals can receive the documents in different formats and languages. No additional consultation needs have been identified for this characteristic. It is emphasised that the SPG is introducing further guidance to the policies contained within the Joint Local Development Plan (Joint LDP) and is not introducing new policies. The Joint LDP has already been the subject of a thorough assessment process during its preparation and adoption. The main aim of the Guidance is to try to ensure that there is better management in housing use and, as a result, that housing provision exists to meet the needs of individuals looking for a home. It is possible that there will be an impact on the housing market, meaning that house prices will fall. This could mean that more disabled people will be in a position to purchase a suitable house, or will have more money left over to make adaptations after they buy it. It should be noted that families that have a disabled family member are statistically more likely to experience financial poverty than families who do not have a disabled family member (page 60 of Is Wales Fairer?, Equality and Human Rights Commission).
	Positive	
	Negative	Falling house prices could also cause negative impacts. There may be cases where an individual has decided to adapt their residence to make it suitable to their needs based on the certainty that the investment will be recovered in the value of the property. The decision to invest could be made when the value of the property is higher, at a time when no restrictions exist on the use of the residence. Therefore, in light of the intervention (introducing an Article 4 Direction) there is a risk of financial losses in such cases. It is also a possibility that there will be a fall in the number of holiday lets and therefore there will be fewer holiday lets available that meet the needs of individuals with specific impairments.
Sex	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality Advisor will look at the accessibility of the planning system for

		every protected characteristic and suggest reasonable improvements as needed.
Age	Positive Negative	The introduction of the Supplementary Planning Guidance will provide further guidance on the local planning policy consideration following implementation of the associated Article 4 Direction. As part of the consultation process on the Draft SPG, the relevant documents that will be prepared to facilitate the submission process will note clearly that individuals can receive the documents in different formats and languages. No additional consultation needs have been identified for this characteristic. It is emphasised that the SPG is introducing further guidance to the policies contained within the Joint Local Development Plan (Joint LDP) and is not introducing new policies. The Joint LDP has already been the subject of a thorough assessment process during its preparation and adoption. On average, 65% of the Gwynedd population has been priced out of the housing market. This percentage has been increased over the years meaning that individuals who wish to access the housing market find it very difficult to do so. It is often young people who face this challenge. It is hoped that the SPG will have a positive impact on those individuals, and on individuals of all ages. Should there be a reduction in house prices in light of the guidance contained in the SPG, this could have a disproportionate negative impact on older people if they intend to sell the family home to buy a smaller house in order to release equity.
Sexual orientation	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality Advisor will look at the accessibility of the planning system for every protected characteristic and suggest reasonable improvements as needed.
Religion or belief (or non-belief)	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality Advisor will look at the accessibility of the planning system for every protected characteristic and suggest reasonable improvements as needed.
Gender reassignment	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality Advisor will look at the accessibility of the planning system for every protected characteristic and suggest reasonable improvements as needed.
Pregnancy and maternity	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality

		Advisor will look at the accessibility of the planning system for every protected characteristic and suggest reasonable improvements as needed.
Marriage and civil partnership	No impact	No specific impact of introducing the Supplementary Planning Guidance has been identified for this characteristic. The Equality Advisor will look at the accessibility of the planning system for every protected characteristic and suggest reasonable improvements as needed.
The Welsh language	Positive	The introduction of the Supplementary Planning Guidance will provide further guidance on the local planning policy consideration following action on the associated Article 4 Direction. As part of the consultation process on the Draft SPG, the relevant documents that will be prepared to facilitate the submission process will note clearly that individuals can receive the documents in different formats and languages. No additional consultation needs have been identified for this characteristic. It is emphasised that the SPG is introducing further guidance to the policies contained within the Joint Local Development Plan (Joint LDP) and is not introducing new policies. The Joint LDP has already been the subject of a thorough assessment process during its preparation and adoption. The guidance contained within the SPG highlights the need to ensure that any prospective development complies with the guidance contained within the Joint LDP, which includes Strategic Policy 1 (Welsh Language and Culture). Trying to improve the opportunities for people to live in their indigenous communities is advantageous to the prosperity of the Welsh language and its use. The decision does not directly affect the status of the Welsh language or opportunities to use it, however affordability figures show us that a high percentage of Gwynedd residents cannot afford to buy a new home because of the gap between average salaries and house prices. This means that young people are more likely to move out of the county to find work opportunities that will provide better salaries and a better chance of being able to afford to buy a property. This outward migration leads to a change in demography which in turn affects linguistic viability in our communities.
Socio-Economic Disadvantage		The introduction of the Supplementary Planning Guidance will provide further guidance on the local planning policy consideration following action on the associated Article 4 Direction.

		As part of the consultation process on the Draft SPG, the relevant documents that will be prepared to facilitate the submission process will note clearly that individuals can receive the documents in different formats and languages. No additional consultation needs have been identified for this characteristic. It is emphasised that the SPG is introducing further guidance to the policies contained within the Joint Local Development Plan (Joint LDP) and is not introducing new policies. The Joint LDP has already been the subject of a thorough assessment process during its preparation and adoption.
	Positive	One potential side effect of the guidance contained in the SPG is the impact it may have on the value of residential properties. A reduction in house prices could mean that more people will be able to afford to buy houses.
	Negative	It is also expected that more property will be available in the area for people who wish to have a home here, whether they are local people or people moving to the county from other areas. On the other hand, should it affect property values, there is a chance that this could affect the living standards of the owners of the property in question and could push them to a position of economic disadvantage. Furthermore, there is a threat that the proposal will affect the tourism sector, with fewer holiday lets that could then lead to fewer people being employed in this field of work which would have associated side effects on the labour market.

- 3.2 The Council has a duty under the 2010 Equality Act to contribute positively to a fairer society by promoting equality and good relations in its activities regarding the following characteristics – age, gender, sexual orientation, religion, race, gender reassignment, disability and pregnancy and maternity. The Council must give due attention 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	No	The Supplementary Planning Guidance (derived from the adopted Local Development Plan) does not operate on the basis of any unlawful discrimination, harassment or persecution.
Promoting equal opportunities	Yes	The main aim of the guidance contained within the Supplementary Planning Guidance is to seek to provide clear policy guidance on the planning policy considerations that apply when considering planning applications. The guidance contained within the Guidance seeks to facilitate and secure opportunities for people to live in their communities. It will also add to people's opportunity to influence what happens in their community through the submission and consultation process on the associated planning applications.
Encouraging good relationships	Yes	The proposal can promote good relationships with people within Gwynedd communities as it would help to give the people of Gwynedd the opportunity to live in their area of choice. Therefore, it is hoped there will be a feeling of fairness and equal opportunity within Gwynedd's communities. Having said this, it could have a negative impact, and the possibility of misinterpreting the proposal could cause bad feeling.

* to be deleted as appropriate

- 3.3 How does your proposal ensure that you work in accordance with the requirements of the Welsh Language Standards (Welsh Language (Wales) Measure 2011), to ensure that the Welsh language is not treated less favourably than English and that you seize every opportunity to promote the Welsh language (beyond providing services bilingually) and increase opportunities to use and learn the language in the community?**

The process of preparing and approving the SPG will be in accordance with the requirements of the Welsh Language Standards (Welsh Language Measure (Wales) 2011).

As noted in 3.1 above, there will be a positive impact on the balance of communities as, it is hoped, the guidance contained within the Guidance highlights the wider objective of the joint Local Development Plan, which is to protect the county's communities, create balanced communities and ensure that there are opportunities for people to live locally.

- 3.4 What other measures or changes could you include to strengthen or change the policy / practice in order to have a positive impact on people's opportunities to use the Welsh**

language, and to reduce or prevent any adverse effects that the policy / practice may have on the Welsh language?

Following the consultation process it will be necessary to re-visit this aspect to ensure that the feedback received is reflected and incorporated into the final document.

3.5 How does the proposal show that you have had due regard to the need to address inequality caused by socio-economic disadvantage? (Note that this is about closing inequality gaps rather than just improving outcomes for everyone)?

As noted in part 2 above, the main objective of the guidance contained within the Supplementary Planning Guidance is to seek to reverse the social inequality that exists in some of Gwynedd's communities, seeking to ensure that there is provision of housing available to meet local need. It is hoped that the leadership promotes the creation of sustainable and balanced communities in line with the core objective of the Joint Local Development Plan.

3.6 What other measures or changes might you include to strengthen or change the policy / practice to show that you have had due regard to the need to reduce disproportionate outcomes as a result of socio-economic disadvantage, in accordance with the Socio-Economic Act?

Not applicable as it is not a strategic issue.

4) Analysing the Results

4.1 Is the policy therefore likely to have a significant, positive impact on any of the above and what is the reason for this?

It is believed that the introduction of the SPG will have a positive impact on all individuals including individuals with protected equality characteristics.

The social inequality that currently exists in some communities due to the lack of available housing along with house prices that are beyond their reach is creating an unsustainable divided society. In an attempt to try to overturn the current situation, the SPG is going to provide the opportunity to assess the appropriateness of any proposal relating to changing the use of a residential house to holiday use, whether that be holiday accommodation use or second home in accordance with local planning policy guidance. It is hoped that this will create a fairer society and will ensure opportunities for all to be able to live in their area of choice.

4.2 Is the policy therefore likely to have a significant, negative impact on any of the above and what is the reason for this?

The Assessment (see part 3 above) identifies some potential impacts that may result from the implementation of the SPG. It is not anticipated that these are significant impacts. This assessment will be updated following the engagement period and it will certainly note any significant negative impacts that are highlighted.

4.3 What should be done?

Choose one of the following:

Continue with the policy / service as it is robust	
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	✓
No further action at this time because it is too soon to decide, or there is insufficient evidence	

4.4 If continuing with the project, what steps will you take to reduce or mitigate any negative impacts?

As part of the decision-making process associated with the adoption of the SPG, every attempt has been made to ensure that negative impacts are highlighted and mitigated.

After the engagement period, if it becomes apparent that there are impacts that have been excluded from this assessment, a revised version of the assessment will be prepared and submitted to Cabinet when making the final decision whether or not to adopt the SPG. That Assessment will offer an opportunity to address any crucial matters.

4.5 If you are not taking any further action to delete or reduce the negative impacts, explain why here.

See response to 4.4 above.

5) Monitoring

5.1 What steps will you take to monitor the impact and effectiveness of the policy or service (action plan)?

A monitoring framework has been prepared which is specifically relates to the Article 4 Direction. In relation to the monitoring framework, some of the indicators relate to the process of considering planning applications arising from the implementation of the Article 4 Direction. The Supplementary Planning Guidance is a core element of the considerations that apply for Planning applications.

Further discussions with Officers within the Authority regarding the above will be undertaken to receive their input and guidance in pursuing reporting on the Monitoring Framework.

Following the engagement process, if deemed appropriate this Monitoring Framework will be reviewed/updated as required. This assessment will also be updated.

Strategic Environmental Assessment Screening Statement

**Managing the use of dwellings
as holiday homes (second
homes and short term holiday
lets)**

**Supplementary Planning
Guidance**

February 2025



1. Introduction

- 1.1 In accordance with European Directive 2001/42/EC which is implemented in the UK via the Environmental Assessment of Plans and Programmes Regulations 2004, this document is the Screening Determination of the need to undertake a Strategic Environmental Assessment (SEA) for the 'Managing the use of dwellings as holiday homes' Supplementary Planning Guidance.

2. Strategic Environmental Assessment

- 2.1 The objective of Strategic Environmental Assessment is to provide a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development.
- 2.2 The SEA Regulations 2004 place an obligation on local authorities to undertake a SEA on plans or projects:
- That are required for town and country planning or land use; and
 - Set the framework for future development consent of projects listed in Annex I or II to European Council Directive 85/337/EEC
- 2.3 The SPG sets the framework for development in the future, which means it could be considered a 'plan' or 'programme' within the meaning of the SEA Directive and could therefore require an 'environmental assessment'. The regulations advise that a specified set of criteria (set out in Schedule 1 of the regulations) should be used to demonstrate whether a plan should be subject of an SEA. These criteria have been considered in determining whether the SPG should be the subject of a SEA.

3. Background to the Managing the use of dwellings as holiday homes SPG

- 3.1 The 'Managing the use of dwellings' SPG applies to the Gwynedd Local Planning Authority area only, and supports and supplements the relevant policies contained within the adopted Anglesey and Gwynedd Joint Local Development Plan (JLDP), 31 July 2017.
- 3.2 The SPG provides further guidance which specifically related to the planning considerations following the amendments to the Town and Country Planning (Use Classes) and the implementation of the Article 4 Direction to manage the use of dwellings as holiday homes (short term let and second homes) in the Gwynedd Local Planning Authority Area.

4. The Screening Process

- 4.1 Though not part of the statutory Development Plan, Supplementary Planning Guidance cover a range of issues, which generally interpret policies in the Development Plan. If an SPG is considered unlikely to have significant environmental effects through the screening process, then the conclusion will be that the SEA is not necessary.
- 4.2 To assess whether an SEA was required, the Responsible Authority (Cyngor Gwynedd) undertook a screening process based on a standard set of criteria as set out in Annex II of the SEA Directive. These criteria are set out in the

table in Appendix 1 of this report, alongside the Council's response in relation to the SPG.

- 4.3 The SEA Regulations require that the consultation bodies (namely Natural Resources Wales and CADW) be consulted upon the screening assessment undertaken. The consultation will be undertaken alongside the SPG consultation period.

5. Habitats Regulations Assessment

- 5.1 In addition to SEA, the council is also required to consider undertaking a Habitats Regulations Assessment (HRA). HRA is the process used to determine whether a plan or project would have significant adverse effects upon the integrity of internationally designated sites of nature conservation importance, known as European sites or European offshore marine sites. The need for a HRA is set out within the Conservation of Habitats and Species Regulations 2010 (which transposed EC Habitats Directive 92/43/EEC).

- 5.2 A HRA screening of the SPG was undertaken in accordance with the Habitats Regulations with the following conclusions made:

- The SPG is primarily a guidance document and is not considered to alter the strategic policy framework;
- It does not present new policies or proposals and serves only to expand on the existing policies in the JLDP relating to the short term holiday lets and second homes in specific locations within the Plan Area;
- The relevant policies of the JLDP in the SPG have already been subject to HRA;
- The SPG is not a rigid land use allocation but sets the broad planning context and development principles associated with second homes and short term holiday lets.
- The SPG does not introduce new proposals of a type and/or scale outside the parameters of the JLDP, or amend any of the proposed mitigation measures agreed;
- The primary effect or impact of the SPG will be facilitating sustainable development and balanced communities throughout the Plan Area. The CCA itself will have no adverse impact on the environment. Instead, it will help to address environmental problems by ensuring that development proposals are designed to a high standard, in line with the requirements of relevant building regulations, and are located in suitable places to promote sustainable development.

- 5.3 The Council concluded that there will be no significant adverse impact on the integrity of Natura 2000 sites as a direct result of the SPG, and therefore, considers that the Managing the use of dwellings SPG will not require full appropriate assessment under the Habitats Regulations.

6. Statement of Reasons for Determination

- 6.1 It is considered that the managing the use of dwellings SPG is unlikely to have significant effects on the environment. The SPG is not setting any new policies or allocations or amending policies in the adopted JLDP. Rather it is providing further guidance on existing policies contained within the Anglesey and Gwynedd JLDP, which has been subject to SEA.

APPENDIX 1

The table below uses criteria taken from Schedule 1 of the Environmental Assessment of Plans and programmes Regulations 2004 to determine if the SPG is likely to have a significant effect on the environment.

SA Directive Criteria	Potential Effects of SPG	Is there a likely significant effect?
1. The characteristics of plans and programmes, having regard, in particular to:		
1.1 The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocation resources.	The SPG is primarily a guidance document and is not considered to alter the strategic policy framework. It does not present new policies or proposals or amend existing policies in the JLDP. The framework has already been set by the adopted JLDP policies which have already been subject to SEA. The SPG is not a rigid land use allocation but sets the broad planning context and development principles.	No
1.2 The degree with which the plan or programme influences other plans and programme including those in a hierarchy.	The purpose of this SPG is to provide guidance on adopted JLDP policies and will be material consideration on planning applications. As such it will not influence other plans and programmes. It will only provide further additional details and will not introduce new policies or amend existing adopted policies.	No
1.3 The relevance of the plan or programme for the integration of environmental consideration in particular with a view to promoting sustainable development.	The SPG provides additional detail on the implementation of relevant policies which was subject to SEA. The SPG contains detailed advice relating to how different developments contribute towards sustainable development and creating balanced communities in the Plan area. Therefore it has no relevance to the integration of environmental considerations. It does however have social and economic considerations in relation to sustainable development. The SPG will help promote the aim for	No

	sustainable development by providing clear and consistent guidance on managing the use of dwellings as holiday homes.	
1.4 Environmental problems relevant to the plan or programme.	The SPG itself will not have any adverse impacts on the environment. Rather, it will help to address environmental problems by ensuring that dwelling houses are protected for a specific use, contribute towards satisfying the need for housing and managing the need for new developments.	No
1.5 The relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. waste management or water protection)	Not relevant. The SPG supplements adopted planning policies and is not relevant to the implementation of community legislation on the environment. The principle of development is considered through the JLDP which has been subject to SEA.	No
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to:		
2.1 The probability, duration, frequency and reversibility of the effects.	The overall impact of the SPG will be positive by ensuring that residential dwellings are protected as a main place of residence. Hopefully, this will decrease the need for new dwellings as the housing stock will be protected to satisfy local need.	No
2.2 The cumulative nature of the effects.	The cumulative impact of the effects of the Guidance should be positive with regard to the principles of sustainable development.	No
2.3 The trans-boundary nature of the effects.	The SPG will be limited for use within the Gwynedd Local Planning Authority Area.	No
2.4 The risks to human health or the environment (e.g. due to accidents).	It is not considered that the SPG would present a risk to human health or the environment. It is considered that there are likely to be improvements to human health by creating more balanced communities and protecting the current housing stock for local need. There will be a positive contribution to well-being.	No

2.5 The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected).	The SPG covers the Gwynedd Local Planning Authority area. It will have a positive effect on the resident population in the area.	No
2.6 The value and vulnerability of the area likely to be affected due to: i) the special natural characteristics or cultural heritage; ii) Exceeded environmental quality standards or limit value; iii) Intensive land use	It is considered that the SPG will not have any effect on areas which have value/are vulnerable. Any planning application will be assessed against the relevant policies before planning permission is granted.	No
2.7 The effects on areas or landscapes which have a recognised national, Community or international protection status.	The SPG has no effect on areas or landscapes which have a recognised national, Community or protection status. Impacts on such areas will be considered through the application of JLDP policies which have been subject to SEA. It is also noted that the SPG does not directly allocate land for particular development.	No



CYNGOR GWYNEDD CABINET REPORT

Meeting date:	11th February 2025
Relevant Cabinet Member:	Cllr. Nia Jeffreys, Council Leader
Link Officer:	Iwan Evans Head of Legal Services
Item Title:	Transfer of the North Wales Growth Deal to the North Wales Corporate Joint Committee.

Decision Sought

- (1) Agree to enter into a Partnering and Funding Agreement (Appendix 2) whereby the role of Accountable body, responsibility for the delivery of the North Wales Growth Deal and funding arrangements for the Growth Deal are transferred to the North Wales Corporate Joint Committee on or before the 31st of March 2025.
- (2) Agree to novate and assign as required the delivery of the North Wales Growth Deal and rights and obligations in all incoming funding agreement held by Cyngor Gwynedd as Accountable Body on behalf of the North Wales Economic Ambition Board ("NWEAB") transfer to the North Wales Corporate Joint Committee ("NWCJC");
- (3) Agree to transfer and novate and or assign all interests in the portfolio of projects funded by the North Wales Growth Deal together with any ancillary agreements, charges and leases from Cyngor Gwynedd as Accountable Body on behalf of NWEAB to the NWCJC.
- (4) Agree to the transfer and /or assignment of all financial balances , monies due and assets as held on behalf of the North Economic Ambition Board by Cyngor Gwynedd to the North Wales Corporate Joint Committee .
- (5) Delegate authority to the Chief Executive, in consultation with the Monitoring Officer and Section 151 Officer, to agree and execute the final form agreements, deeds and all other legal documents necessary to implement the transfers referred to at paragraphs (1) (2)and (3) above.
- (6) On completion of the Partnering and Funding Agreement agree to the termination of the GA2 agreement and the winding up of the North Wales Economic Ambition Board Joint Committee

- (7) Agree to the transfer of accountability to the CJC and that the CJC accept responsibility for decision making for the implementation of the North Wales Growth Deal subject to novation of the Growth Deal and approval of additional Standing Orders incorporating the key terms of the Joint Working Agreement (“GA2”) between the 6 Constituent Councils and 4 Education parties;**

Reasons for the Decision

1. Following the in-principle decisions of the executives of Conwy County Borough Council, Denbighshire County Council, Flintshire County Borough Council, Cyngor Gwynedd, Isle of Anglesey County Council, Wrexham County Borough Council (the “Constituent Councils”); to transfer the implementation of the North Wales Growth Deal to the NWCJC the report makes recommendations for decisions to implement and facilitate the proposed transfer on or before 31 March 2025.

Background

2. On the 17th of December 2020, the Constituent Councils together with Bangor and Wrexham Universities, Coleg Cambria and Grŵp Llandrillo Menai entered into a Joint Working Agreement (“GA2”) which established a Joint Committee responsible for overseeing and coordinating the discharge of the Councils’ obligations in relation to the North Wales Growth Deal and delivering the North Wales Growth Vision. As part of those arrangements, Cyngor Gwynedd was appointed to act as Host Authority for the partnership and is the Accountable Body.
3. Regulations made under the Local Government and Elections (Wales) Act 2021 established four Corporate Joint Committees - North Wales CJC, South West Wales CJC, South East Wales CJC and Mid Wales CJC - with the aim of strengthening regional collaboration between authorities. The CJs are public bodies - with broadly similar powers and duties to local authorities - and were given the statutory functions of developing regional transport policies, preparing a Strategic Development Plan, and doing anything the CJC considers likely to promote or improve the economic wellbeing of its area. Membership of the CJs consist of the Executive Leaders of the Councils within the specific region, together with in the case of North Wales the Chairman of Eryri National Park Authority. The North Wales Corporate Joint Committee was formally established in April 2021 and its functions were brought into force in June 2022.
4. The NWCJC is a corporate body in its own right, able to directly employ staff, hold assets and manage funding, without the requirement to act via an Accountable Body. The Constituent Councils resolved in their in-principle decisions in 21/22 to transfer the growth Deal to the CJC - [Item 7 - Establishing the NW CJC.pdf](#) and provides the background to that decision. The overall strategic impetus to transfer stemmed from the correlation in membership between the NWEAB and the membership of the CJC, the wish to avoid a multiplicity of regional bodies with similar functions,

and the various legal and operational advantages and efficiencies of the CJC being its own corporate entity.

5. The original decision was an in-principle decision as the legislation relating to CJC was continuing to develop and indeed the final set of initial Regulations came into force on 1 April 2023. These Regulations being of direct relevance and implication for the proposed transfer particularly around taxation and staffing. It is recognized that some anticipated statutory provisions were not provided for. However, it is considered that the proposed transfer arrangements will provide a governance framework which will meet and address the matters raised albeit by a different pathway.
6. Operating status has now been achieved, meaning that NWCJC can function as a corporate entity, has the ability to employ people, and has in place the necessary governance arrangements. This provides the primary framework of governance which will be enable the CJC to function as a public authority across all its functions.
7. In order to achieve fully functioning status and transition of the North Wales Growth Deal to the NW CJC a series of decisions are required:
 - (a) Consent to transfer the North Wales Growth Deal funding letters and other funding agreements currently in the name of Cyngor Gwynedd (acting in its capacity of Accountable Body) and accountable body role, to the North Wales CJC;
 - (b) Consent to transfer all financial responsibilities from Cyngor Gwynedd (acting in its capacity of Accountable Body) to the NWCJC. This will include the Balance Sheet (all assets and liabilities) as well as the portfolio of Growth Deal projects and other projects.
 - (c) Noting the proposed new governance structure of the NWCJC,
 - (d) Agreement of transitional arrangements to support the proposed transfer
 - (e) Appropriate officer delegations to carry the above into effect; and
 - (f) Forward planning the next steps.

Transfer of Funding Agreements

10. In order to transfer the North Wales Growth Deal Funding Agreement from Cyngor Gwynedd (acting as Accountable Body for NWEAB) to the North Wales CJC, it will be necessary for Welsh Government, the Constituent Councils and the NWCJC to enter into a novation agreement. The novation agreement itself is a simple document, which has the effect of substituting Cyngor Gwynedd (the outgoing party)

with the NWCJC (the incoming party) in the agreement with Welsh Government (the remaining party).

11. The Welsh Minister for Economy has confirmed Welsh Government's consent in principle to the novation, and the Secretary of State for Wales has confirmed that UK Government fully supports the transition.
12. A draft novation agreement has been prepared with an effective date of 31 March 2025. If agreed, the effect of the novation will be that, as of 00:01 hours on 31 March 2025, all of the Accountable Body's (Cyngor Gwynedd) rights and obligations under the North Wales Growth Deal Funding Agreement (whether arising before, on or after the novation date) will transfer to the NW CJC, who will deliver the North Wales Growth Deal as part of its functions, and the Constituent Councils will be released from their liabilities under the Growth Agreement (GA2). Welsh Government and NWCJC will agree to be bound by the terms of the original Growth Deal Funding Agreement as if the CJC were an original party to the agreement in place of the Accountable Body.

Funding Commitments in GA2 and Funds held by Cyngor Gwynedd as Accountable Body on behalf of the NWEAB

13. GA2 provides a revenue framework which supports the work of the NWEAB and the Portfolio Office. On 31 March 2024, the Joint Committee had a cash balance of £58.9m of which mainly included the North Wales Growth Deal grant of £53m (grants received in advance) and £5.2m of usable reserves.

The statement of accounts for 2023/24 can be seen on the following link, and the balance sheet can be seen on page 10:-

<https://www.gwynedd.llyw.cymru/en/Council/Documents---Council/Performance-and-spending/Statement-of-accounts-2023-24/NWEAB-Statement-of-Accounts-2023-24-subject-to-audit.pdf>

The usable reserves (Note 10) include the earmarked reserve to support future years' budgets and staffing structure (£0.28m), projects reserve to support the delivery of Regional Economic Framework priorities (£0.15m) and the interest reserve to fund the cost of borrowing in future years (£4.73m).

A full set of accounts will be produced for the pre-transfer period April 2024 to October 2024, with the balances on 31 October 2024 transferred to the CJC.

14. This arrangement is a key cornerstone in delivery of the Growth Deal and is a contractual commitment by the 10 signatories to GA2. The Partnering Agreement is therefore designed to maintain this funding arrangement on the same terms as GA2. This will enable the Growth Deal delivery to continue and is seen as a key funding commitment which allows the CJC to assume responsibility for the Growth Deal

delivery. However, allied to this are the following reciprocal commitments in the Partnering Agreements:

- (a) The funding will be provided on the same terms as provided for in GA2.
- (b) The funding will be applied and accounted for as a separate cost centre towards the delivery of the Growth Deal only.
- (c) Provision of the funding will be linked to a commitment by the CJC to delivery of the Growth Deal in accordance with agreed outputs and performance commitments to the partners.

Project Portfolio Transfer

- 15. Consent is sought to transfer the entire portfolio of funded projects to the North Wales CJC. The legal documents have been subject to external review and no barriers have been identified. There are a limited number of funding agreements in existence at this time and all have provision allowing for novation across to the CJC should that be approved. The current agreements are set out in the schedule to the Partnering Agreement. Contract management would then be the responsibility of NWCJC.
- 16. Specialist external advice has also been sought on the potential tax implications of each of the proposed transfers, and again no areas for concern have been identified.

Other Operational Agreements

- 17. These include, for example, the lease of office premises, equipment hire, and agreements with Constituent Councils to provide support services such as IT, HR, and transactional services. It is proposed that decisions on operational matters that fall within existing approved budgets be delegated to the NW CJC Chief Executive in consultation, where appropriate, with the S151 Officer and/or Monitoring Officer.

Staff

- 18. The TUPE (Transfer of Undertakings (Protection of Employment) Regulations) apply to the NWCJC's role as an employer. The regulations exist to protect employees' contracts of employment and contractual terms and conditions in the event that there is a change of employer. In accordance with the requirements of the Regulations, the staff currently working for Ambition North Wales will be transferring from the employment of Cyngor Gwynedd, as the current employing authority, to the NWCJC. A consultation process has been undertaken with Ambition North Wales' staff members, as a collective and also on an individual basis, to keep all concerned abreast of developments. Preparatory work has been undertaken to ensure that all contractual elements of employment will be transferred to the NWCJC when the final transfer date is confirmed. From that agreed transfer date onwards, the staff members currently working for Ambition North Wales will therefore be employed by NWCJC. The transfer of the staff of the Portfolio Office to the North Wales Corporate Joint Committee will occur on the transfer date as a legal consequence.

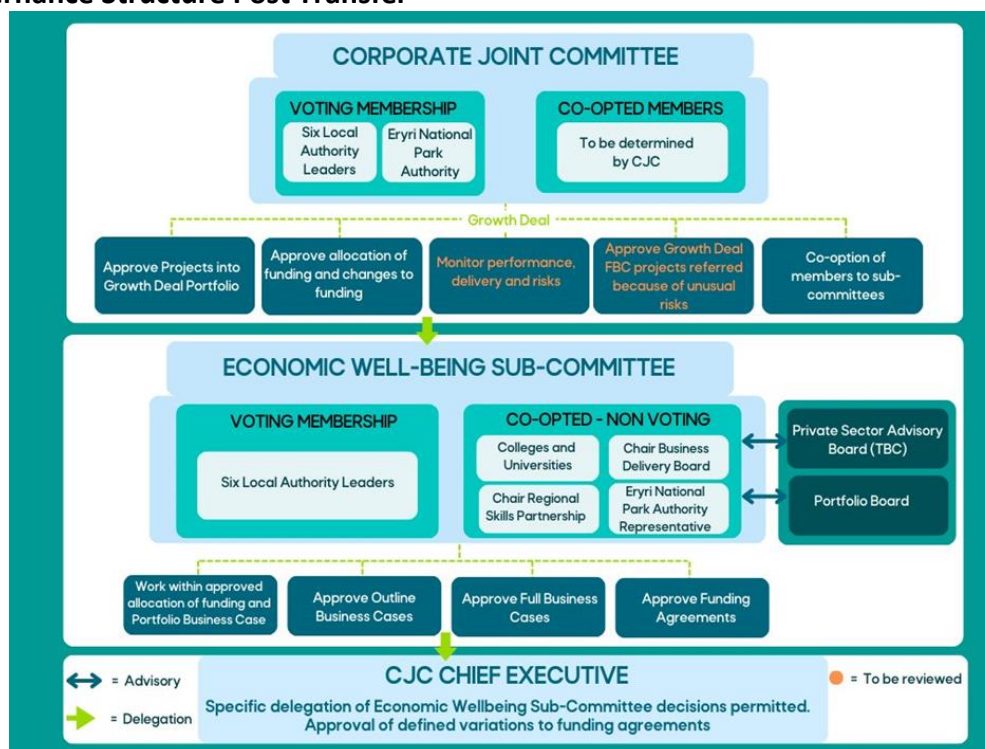
North Wales CJC Constitution, Policies and Procedures

19. Integral to the decision to transfer responsibility for the delivery of the North Wales Growth Deal to the NWCJC is the requirement that it has in place robust governance and operational arrangements.
20. The NWCJC has in place a Constitution which allows it to function as a public authority. These include but are not limited to sections that provide for Committee and Sub-Committees, Terms of Reference, the Scheme of Delegation to Officers, Financial Procedure Rules, and Contract Procedure Rules. The Constitution continues to be developed and will be maintained under constant review.

Proposed Governance and Partnership Structure

21. To date, North Wales Growth Deal has operated as a contractual Joint Committee and been bound by the terms of the GA2 with Cyngor Gwynedd acting as the Accountable Body and, therefore, legal entity for all employment, contractual undertakings, and other statutory and regulatory responsibilities. With the transfer to the NWCJC it will take over the Accountable Body role and all the governance for the Growth Deal, with the delivery model established through the statutory arrangements of the CJC. The CJC intends to create a specific Sub-Committee to support the Growth Deal and its wider Economic Wellbeing Function. The membership will be made up of the Constituent Council Members and will be supported by co-option of the University and College Partners.

Governance Structure Post Transfer



22. Added to this, the CJC Regulations (General) (Wales) 2022, require that a range of new statutory and non-statutory sub-committees are established under the CJs. These requirements include a statutory Governance & Audit sub-committee, and a statutory Standards Committee. In addition, there is a requirement for the new statutory duties in relation to strategic planning and regional transport planning to be supported by sub-committees.
23. In taking forward the agenda for the NWCJC, it is proposed that a 'lift and shift' approach is taken – which would mean the NWEAB Growth Deal functions are assumed by the NWCJC. Care must now be taken to ensure that the CJC's new governance and partnership structure appropriately accommodates the key requirements of North Wales Growth Deal contracts and assurance provisions – as well as those required by the CJC Regulations – but do so in a more efficient, consolidated and streamlined manner. Simply integrating the two structures, without further consideration as to what a fit for future governance and partnerships framework should look like, would simply add to an already challenging and likely, overly onerous and ineffectual future picture.
24. Working with the existing complement of key partnerships and advisory boards, a proposed revised governance and partnership structure has been adopted (set out in Table 1 above) which would replace the existing structure (set out in). This places a clear emphasis on observing the policy position of lift and shift, but ensuring this is taken as an opportunity to develop a system which discharges key legal and contractual duties – but does so in a way which achieves two important objectives:
 - (a) Appropriate and inclusive governance of the Growth Deal Project
 - (b) Providing an effective and efficient structure to continue the delivery of the Growth Deal in accordance with the expectations of the Partners.

Scrutiny

25. Although this report relates to the transfer of the Growth Deal across to the CJC there is a wider context in relation to the scrutiny of this regional body across all of its functions. In parallel with this report a proposed scrutiny structure is being put forward in relation to all the CJC's functions. At the core of these arrangements are the statutory provisions which place the responsibility for overview and scrutiny of the CJC with the Constituent councils.
26. The Corporate Joint Committees (General) (No. 2) (Wales) Regulations 2022 impose a duty on the CJC to co-operate with a "relevant" Scrutiny Committee and respond to any reports or recommendations prepared by the Scrutiny Committee. A "Relevant Scrutiny Committee" may be a Committee of the Constituent Authorities, or a Joint Scrutiny Committee appointed by those authorities. This means that where a scrutiny committee exercises its powers to make a report to the authority or its executive "on matters which affect the authority's area or the inhabitants of that area" and that

relates to the functions of the CJC, certain requirements stem from this. The CJC must co-operate with the Relevant Scrutiny Committee and provide assistance to the scrutiny function.

27. With the standing down of the North Wales Economic Ambition Board Joint Committee there will be a model for continued scrutiny of the CJC. However, because of the different legal and governance context that model will be based on the statutory requirements which relate to the CJC. A proposal around joint scrutiny is currently being presented to each Constituent Council.

Integrated Impact Assessment:

28. The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015, and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage.
- Consider opportunities for people to use the Welsh language.
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs

29. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. 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.'

30. There is no requirement for an Integrated Impact Assessment for this report as the transfer of functionality from the Economic Ambition Board, assignment and novation of legal entities and rights to the CJC is a contractual and constitutional matter. This report sets out the governance arrangements in order for the Growth Deal and all matters to facilitate that to be transferred to the CJC.

Financial Implications

The financial implications of the transfer process have been set out in the body of the report

Legal Implications

The transfer of the responsibility for the Growth Deal to the CJC requires a successor agreement to the original Governance Agreement 2 ("GA2"). The proposed form of the Delivery and Funding Agreement is at Appendix 1.

1. The Joint Committee arrangements are no longer required It is no longer based on delegation. The agreement is based on a novation/ assignment of delivery of the Growth to the CJC .
2. Concurrent and separate Novation agreement will be concluded with Welsh Government, Gwynedd and the CJC as part of the transfer process.
3. There is no need for a host authority and Gwynedd drops away from the accountable body role to be replaced by the CJC.
4. The mutual commitments are based on the agreement and not on delegation and reserved matters. However, in return for the funding the parties will retain a an overarching role in the shape of the Growth Deal in return for the funding.
5. The CJC will be responsible for its own staff and other structures. It's commitment will be delivery of the Growth Deal and it will need utilise the resources it is given to deliver.
6. Growth Deal finance is ring fenced from the CJC's other functions and the levy. This also means that the CJC 's commitment to deliver will reflect the resource it is given or can access.
7. The funding model is retained. However, as the CJC is a separate entity and has to set it's own balanced budget by law this is contractual and not based on limits of delegation.
8. Withdrawal etc have similar provisions but because of the hard financial implications for the CJC it is protected by contractual entitlements."

Conclusion

31. The transfer of delivery of the North Wales Growth Deal to the Corporate Joint Committee has been seen as an opportunity to build on the advent of the Corporate Joint Committee. As a corporate body in its own right but with the Councils at the core of it's decision making it provides an opportunity to use the CJC to continue and develop the work of delivering the Growth Deal.
32. The consent of each Authority is required in order that the necessary legal agreements can be executed, and governance arrangements adopted to effect transfer as set out in the decision paragraphs (1) - (7).

Opinion of the Statutory Officers:

The Monitoring Officer:

Author of the report

Statutory Finance Officer

Officers from the Finance Department have been a continuous part of the deliberations relating to the transfer of the Growth Deal to the Corporate Joint Committee. I can confirm the accuracy of the financial information contained in the report, and I can confirm that finance officers from Cyngor Gwynedd will continue to be a central part of the arrangements as they develop."

DATED 2025

- (1) CONWY COUNTY BOROUGH COUNCIL
- (2) DENBIGHSHIRE COUNTY COUNCIL
- (3) FLINTSHIRE COUNTY COUNCIL
- (4) CYNGOR GWYNEDD
- (5) THE ISLE OF ANGLESEY COUNTY COUNCIL
- (6) WREXHAM COUNTY BOROUGH COUNCIL
- (7) BANGOR UNIVERSITY
- (8) WREXHAM UNIVERSITY
- (9) COLEG CAMBRIA
- (10) GRWP LLANDRILLO MENAI
- (11) NORTH WALES CORPORATE JOINT COMMITTEE

**AGREEMENT IN RELATION TO THE DELIVERY OF
THE NORTH WALES GROWTH DEAL BY THE
NORTH WALES CORPORATE JOINT COMMITTEE**

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BETWEEN:

- (1) **CONWY COUNTY BOROUGH COUNCIL** of PO Box 1, Conwy, LL30 9GN ("**Conwy Council**");
- (2) **DENBIGHSHIRE COUNTY COUNCIL** of PO Box 62, Ruthin, LL15 9AZ ("**Denbighshire Council**");
- (3) **FLINTSHIRE COUNTY COUNCIL** of County Hall, Mold, Flintshire, CH7 6NB ("**Flintshire Council**");
- (4) **CYNGOR GWYNEDD** of Gwynedd Council, Shirehall Street, Caernarfon, LL55 1SH ("**Gwynedd Council**");
- (5) **THE ISLE OF ANGLESEY COUNTY COUNCIL** of Council Offices, Llangefni, Anglesey, LL77 7TW ("**Isle of Anglesey Council**");
- (6) **WREXHAM COUNTY BOROUGH COUNCIL** of The Guildhall, Wrexham, LL11 1AY ("**Wrexham Council**");
- (7) **BANGOR UNIVERSITY** of Bangor, Gwynedd, LL57 2DG;
- (8) **WREXHAM UNIVERSITY** of Mold Road, Wrexham, LL11 2AW;
- (9) **COLEG CAMBRIA** of Kelsterton Road, Connah's Quay, Deeside, Flintshire, CH5 4BR;
- (10) **GRWP LLANDRILLO MENAI** of Llandudno Road, Colwyn Bay, LL28 4HZ; and
- (11) **NORTH WALES CORPORATE JOINT COMMITTEE** of [REDACTED] ("**CJC**")

(together referred to as the "**Parties**" and individually as a "**Party**").

WHEREAS:

- (A) The GA2 Parties entered into the first governance agreement on 18 December 2018 (the "**GA1**") to set up the Joint Committee and define their respective roles and responsibilities in relation to the Growth Deal up to the point when the Growth Deal was to be entered into with the execution of the Grant Offer Letter (as defined in this Agreement).
- (B) The GA2 Parties entered into a second and final governance agreement on 17 December 2020 (replacing the GA1) to continue to regulate their respective roles and obligations in relation to the implementation of the Growth Deal, including the appointment of Gwynedd Council as the Host Authority for and on behalf of the GA2 Parties (the "**GA2**").
- (C) A new corporate joint committee was established in North Wales in April 2021 by the North Wales Corporate Joint Committee Regulations 2021 under s174 of the Local Government and Elections (Wales) Act 2021 (the "**CJC**").
- (D) The Joint Committee has agreed in principle and intends to confirm or has confirmed that decision that responsibility for the implementation of the Growth Deal and the functions of the Joint Committee will transfer from the Joint Committee to the CJC. The GA2 Parties intend to give or have given their approval of this transfer as a 'Council Matter' pursuant to the GA2.
- (E) Both the GA2 Parties and the CJC intend to enter into any and all relevant associated documents required in order to give effect to this transfer to the CJC.
- (F) The GA2 Parties and the CJC (together the Parties to this Agreement) wish to enter into this Agreement to regulate their respective rights and obligations in relation to the continued funding commitments of each of the Parties for the Growth Deal. This Agreement is intended to sit alongside the governance of the CJC and the Growth Deal Documents in order to achieve the continued implementation of the Growth Deal.

- (G) It is acknowledged and agreed by the GA2 Parties, that on the Commencement Date, the GA2 shall be brought to an end (including all responsibilities on Gwynedd Council acting in its role as the Host Authority).

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 CJC acting as the body responsible for receiving and allocating funds (including the Funding) for and on behalf of the other Parties for Approved Projects under the Growth Deal
"Accounting Period"	means a period of twelve (12) months beginning 01 April and ending 31 March
"Agreed Purposes"	means the delivery of the Growth Deal as more particularly set out in the Growth Deal Documents as may be updated or amended by the CJC from time to time
"Annual Growth Deal Budget"	means the annual budget of the Growth Deal held by the CJC as set out in Clause 10.4 (<i>Annual Growth Deal Budget</i>) which includes payment of any CJC Costs in accordance with this Agreement and for the avoidance of doubt the "Annual Growth Deal Budget" shall be a separate budget held by the CJC for the Agreed Purposes of the Growth Deal, and shall not be the CJC's general budget pursuant to Part 5 of the North Wales Corporate Joint Committee Regulations 2021
"Annual Growth Deal Budget Contributions"	has the meaning given in Clause 10.4.2 (<i>Annual Growth Deal Budget</i>)
"Approved Project(s)"	means any project contained within a Project Business Case approved for investment by the CJC in accordance with the CJC Constitution and the Growth Deal Documents
"Business Case"	means a Portfolio Business Case, or a Programme Business Case, or a Project Business Case, or any other business case (as the case may be) approved by the CJC from time to time
"Business Day"	means any day other than a Saturday or Sunday or a public or bank holiday in England and/or Wales
"CJC Costs"	means the operational and management costs of the CJC relating to the delivery of the Growth Deal
"CJC Constitution"	means the Constitution of the CJC adopted in compliance with Section 37 of the Local Government Act 2000
"Commencement Date"	means [1 st April 2025]

"Confidential Information"

means all knowhow 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

"Councils"

means the following:

- a) Conwy Council;
- b) Denbighshire Council;
- c) Flintshire Council;
- d) Cyngor Gwynedd;
- e) Isle of Anglesey Council; and
- f) Wrexham Council

each a **"Council"** and together the **"Councils"**

"Councils' Contribution"

has the meaning given in Clause 10.5.1(a)(iii) (*Funding*);

"Councils' Supplementary Payments"

means the annual payment of £40,000 (forty thousand pounds) to be provided by each Council on an ongoing basis to the CJC, to partly fund the Growth Deal element of the Annual Budget of the CJC and for the avoidance of doubt, such annual payment by each respective Council shall be in addition to any Annual Growth Deal Budget Contribution and the Councils' Contribution to be provided pursuant to this Agreement and is to be disregarded for the purposes of calculating each Party's liability under the definition of **"Proportionate Basis"** and **"Population Basis"**

"Default Notice"

has the meaning given in Clause 12.9 (*Defaulter Exit*)

"Data Protection Legislation"

means the Data Protection Act 2018 and General Data Protection Regulations

"Defaulter"

has the meaning given in Clause 12.9 (*Defaulter Exit*)

"Exit Date"	means, in relation to the exit of a Defaulter pursuant to Clause 0 (<i>Defaulter Exit</i>): (i) where the material breach is not capable of remedy, the day after the date that the Default Notice served pursuant to Clause 12.9 is deemed to be served; or (ii) where the material breach is capable of remedy, the day after the last day that the breach can be remedied and such breach has not been remedied in that period, as set out in the Default Notice;
"Funding"	means the aggregate total from time to time, received by the Parties and being held by the CJC in accordance with this Agreement, of any of the following: a) Councils' Contribution; b) Non-Council Parties' Contributions; c) Annual Growth Deal Budget Contributions; and d) Councils' Supplementary Payments;
"GA1"	means the governance agreement entered into on 18 December 2018 by the GA2 Parties as described in Recital (A) at the start of this Agreement and subsequently superseded and replaced by the GA2
"GA2"	means the governance agreement entered into by the GA2 Parties on 17 December 2020 as described in Recital (A) at the start of this Agreement
"GA2 Parties"	means all the Councils and Non-Council Parties
"Grant Offer Letter"	means the annual award of funding letter from WG to CJC which confirms the terms and conditions of the Growth Deal and the funding to be provided
"Growth Deal"	means the agreement between WG, UKG and the Councils dated 17 th December 2020 to work together for the people and businesses of North Wales, and deliver local projects which will increase opportunity and prosperity in communities across the region
"Growth Deal Contribution"	means the HMT Contribution and the WG Contribution
"Growth Deal Documents"	means the Growth Deal, the Overarching Business Plan, the Portfolio Business Case, Grant Offer Letters, any revised grant profile agreed with WG and any other associated documents entered into by the CJC in relation to the Growth Deal
"Growth Deal Expiry Date"	means 31 March 2036 or such other later date as may be agreed by the CJC

"HMT"	means Her Majesty's Treasury, a ministerial department of the UK Government
"HMT Contribution"	means as defined in Clause 10.5.1(a)(i) (<i>Funding</i>)
"Host Authority"	means Gwynedd Council appointed under the GA2, to be responsible for receiving and allocating funds for and on behalf of the GA2 Parties for Approved Projects under the Growth Deal
"Initial Accounting Period"	means the period beginning on the Commencement Date and ending on the following 31 March
"Intellectual Property"	means 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 the costs associated with each Party providing internal resources in relation to the Growth Deal [and for the avoidance of doubt, Internal Costs do not include any revenue costs or capital investment relating to the implementation of any project pursuant to the Growth Deal]
"IP Material"	means the Intellectual Property in the Material
"Joint Committee"	means the joint committee established pursuant to the terms of the GA1 and expanded under the GA2
"Liability Report"	means a report prepared by the CJC acting reasonably, setting out the financial and resource commitments of the relevant Defaulter in accordance with Clause 14 (<i>Defaulter Exit</i>), including the items set out in Schedule 2 (<i>Liability Report</i>)
"Loan Funds"	has the meaning given in Clause 10.5.4(a)(ii)
"Material"	means 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
"NNDR"	means the National Non Domestic Rates
"Non-Council Parties"	means the representatives of the bodies and individuals listed below: a) Bangor University; b) Coleg Cambria; c) Grŵp Llandrillo Menai; and d) Wrexham University and "Non-Council Party" means any one of them

"Non-Council Party Led Project"	means an Approved Project led by a Project Sponsor who is a Non-Council Party (and not a Council)
"Non-Council Party's Contribution"	has the meaning given in Clause 10.5.1(a)(iv) (<i>Funding</i>)
"Non-Council Party's Individual Contribution"	has the meaning given in Clause 10.5.6(b) (<i>Non-Council Parties' Contribution</i>)
"Overarching Business Plan" or "OBP"	means the overarching business plan approved and adopted by the Councils and Non-Council Parties and updated from time to time [by the CJC] to regulate the implementation of the Growth Deal
"Personal Data"	means the personal data as defined in the Data Protection Legislation
"Population Basis"	means the relevant proportion for each Council ("A%") by reference to their respective fractional contribution as set out in Clause 10.5.5 (<i>Council's Contribution</i>) which applies in relation to the Council's Contribution only
"Portfolio Business Case"	means the detailed business case and its annual updates from time to time for a portfolio of Programmes and projects which is subject to [annual update by the CJC] and approval by UKG and WG and provides detail to UKG and WG as to how the CJC intends to deliver the Growth Deal
"Programme"	means the five key programmes listed below (and each as more particularly set out in the Growth Deal): • Innovation in high value manufacturing; • Low carbon energy; • Agrifood and tourism; • Digital connectivity; and • Land and property
"Programme Business Case"	means a detailed business case for the development and implementation of a Programme which is subject to approval by the UKG and WG
"Project Business Case"	means a detailed business case for the development and implementation of a project developed and approved in accordance with the CJC Constitution and Growth Deal Documents
"Project Sponsor"	means a Non-Council Party or third party or, in the case of a Regional Project, the CJC (or a Council) acting on behalf of the CJC leading the delivery of an Approved Project
"Proportionate Basis"	means the relevant proportion for each Party (excluding the CJC) applied to the Annual Growth Deal Budget Contributions in Clause 5.1.3 and pursuant to clause 12 and 17 (where applicable) in reference to their respective fractional contribution as set out as follows:

Parties	Proportion of Contribution

Conwy Council	1/8
Denbighshire Council	1/8
Flintshire Council	1/8
Gwynedd Council	1/8
The Isle of Anglesey Council	1/8
Wrexham Council	1/8
Bangor University	1/16
Wrexham University	1/16
Coleg Cambria	1/16
Grwp Llandrillo Menai	1/16

"Regional Project"

means an Approved Project led by the CJC (or a Council) on behalf of the CJC for the benefit of the region

"S151 Officer"

means the Section 151 Officer (as defined under section 151 of the Local Government Act 1972) of the CJC from time to time

"UKG"

means UK Government

"WLGA"

means the Welsh Local Government Association

"WG"

means Welsh Government

"WG Contribution"

means as defined in Clause 10.5.1(a)(ii) (*Funding*)

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**

- 1.3.1 The Schedules to this Agreement form part of this Agreement.
- 1.3.2 In the event of any discrepancy between the Clauses and the Schedules, the Clauses shall take priority.

2. **COMMENCEMENT, DURATION AND TERMINATION**

2.1 **Commencement**

This Agreement shall take effect on the Commencement Date.

2.2 **Duration of the Agreement and Termination**

- 2.2.1 This Agreement shall continue in full force and effect from the Commencement Date until the earlier of:
 - (a) all the Parties agree in writing to its termination and the consequences of such termination; or
 - (b) the Growth Deal Expiry Date.
- 2.2.2 The Parties agree that following the Commencement Date the GA2 will terminate and the rights, liabilities and obligations of each Party set out within the GA2 shall be superseded by the rights, liabilities and obligations set out in this Agreement.

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 implementation of the Growth Deal through their participation in the CJC and in accordance with this Agreement.
- 3.3 The Parties agree and acknowledge that the Funding governed by this Agreement will support the delivery of the Growth Deal, and that the Growth Deal will be delivered by the CJC in accordance with:
 - 3.3.1 the CJC Constitution;

3.3.2 the Growth Deal Documents;

3.3.3 the OBP;

~~3.3.4~~ any Portfolio Business Case; ;

3.4 **Parties' Obligations to Each Other**

3.4.1 **Reputation and Standing**

Each Party agrees that, in relation to the Funding, it shall act with regard to its own employee 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.

3.4.2 **Reasonableness of Decision Making**

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

3.4.3 **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.

3.5 The Parties agree and acknowledge that:

3.5.1 The implementation of the Growth Deal and the functions and duties associated with the Growth Deal are transferred or will be transferred to CJC as set out in the Growth Deal Documents; and

3.5.2 All Parties have each given or hereby give any and all necessary consents to the transfer of the Growth Deal as required under the GA2 and any applicable laws;

3.5.3 The GA2 is terminated with effect from the Commencement Date and each of the GA2 Parties release Gwynedd Council from all obligations and duties as Host Authority under the GA2 with effect from the Commencement Date.

4. **GOVERNANCE**

4.1 The Parties acknowledge and agree that the CJC is responsible for the implementation of the Growth Deal and that governance of the overall Growth Deal is as set out in the CJC Constitution and Growth Deal Documents.

5. **MANAGEMENT OF THE FUNDING**

5.1 As part of its overall responsibility for the implementation of the Growth Deal, the CJC shall receive:

5.1.1 the Councils' Contribution;

5.1.2 the Non-Council Parties' Contributions;

5.1.3 the Annual Growth Deal Budget Contributions;

5.1.4 the Councils' Supplementary Payments; and

5.1.5 any NNDR funds recovered directly by a Council and payable to the CJC in accordance with Clause 10.5.4;

(together, the “**Funding**”); and

5.1.6 any Growth Deal Contribution; and

5.1.7 any other funding that may be received from time to time in relation to the Growth Deal,

and the CJC shall hold and manage such funds in accordance with the terms of the CJC Constitution and the Growth Deal Documents, and in relation to the Funding only, the terms of this Agreement.

5.2 The CJC undertakes to hold the Funding in a ringfenced budget within its internal financial arrangements, and to use the Funding only for the Agreed Purposes, as certified annually by the S151 Officer, unless otherwise agreed in writing by all of the Parties.

6. DUTIES OF THE CJC

6.1 For the duration of this Agreement, the CJC shall:

6.1.1 act diligently and in good faith in all its dealings with the other Parties in respect of its statutory duties and it shall hold, manage and use the Funding in accordance with this Agreement, the CJC Constitution, the Growth Deal Documents and all applicable legislation;

6.1.2 act as the Accountable Body for the Growth Deal and deliver the Growth Deal in accordance with the Growth Deal Documents subject to the provisions of this Agreement and to the extent of compliance of the other Parties with their duties and commitments under this Agreement; and

6.1.3 employ and/or engage sufficient number of suitably qualified and experienced persons to support the delivery of the Growth Deal and the allocation of funds (including the Funding) received by the CJC for Approved Projects.

7. DUTIES OF THE OTHER PARTIES

7.1 Subject to the provisions of this Agreement, the other Parties shall act diligently and in good faith in all their dealings with the CJC and shall use reasonable endeavours to assist the CJC to hold, manage and use the Funding in accordance with this Agreement, the CJC Constitution, the Growth Deal Documents and all applicable legislation.

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

8. ROLE OF THE NON-COUNCIL PARTIES

8.1 The Parties agree and acknowledge that it is intended that the Non-Council Parties will participate in the CJC's delivery of the Growth Deal in a form and manner to be agreed by the CJC from time to time in accordance with the CJC Constitution and the Growth Deal Documents.

8.2 The CJC may also invite other third party bodies and organisations to participate in the CJC's delivery of the Growth Deal from time to time.**AUDIT**

8.3 Monitoring and audit of the use of the Funding and the overall delivery of the Growth Deal will be in accordance with the CJC Constitution, the Growth Deal Documents and in relation to the Funding only, the terms of this Agreement. The CJC will be responsible for providing or procuring the provision of all necessary monitoring and audit arrangements.

8.4 The CJC shall provide reports on the use of the Funding to the Parties in a format and to a timescale agreed between all of the Parties.

8.5 Each Party shall permit all records referred to in this Agreement to be examined and copied from time to time by the CJC, or any representatives of the CJC 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. For the avoidance of doubt, the Parties shall permit the CJC to share any audit information (or similar) with the WG Government and/or UK Government for the purpose of ensuring compliance with the terms of the Growth Deal Documents (or with any other reasonable request made by WG and/or UK Government in connection with the Growth Deal).

- 8.6 The CJC shall co-operate fully and in a timely manner with any reasonable request from any auditor (whether internal or external) of any Party (other than CJC) to provide documents or other information including oral or written explanations relating to the Funding.

9. **PORTFOLIO BUSINESS CASE**

- 9.1 The CJC will prepare, adopt, monitor and where necessary update the Portfolio Business Case relating to the delivery of the Growth Deal, in accordance with the CJC Constitution and Growth Deal Documents.

10. **COMMITMENT OF THE PARTIES AND CONTRIBUTIONS**

10.1 **General**

The Parties agree and undertake to commit to the Growth Deal in accordance with the terms of this Agreement.

10.2 **Internal Costs**

- 10.2.1 The Internal Costs incurred by each Party (including in respect of the participation by each Party on the CJC) shall be borne by the Party providing that internal resource.

10.3 **NOT USED**

10.4 **Annual Growth Deal Budget**

- 10.4.1 The Annual Growth Deal Budget shall consist of the following:

- (a) the Annual Growth Deal Budget Contributions;
- (b) the Councils' Supplementary Payments;
- (c) any additional funding secured through other sources (if any); and
- (d) any accumulated reserves.

- 10.4.2 The Annual Growth Deal Budget Contributions are as follows:

- (a) £57,880 per Accounting Period from each Council; and
- (b) £28,950 per Accounting Period from each Non-Council Party,

together the "**Annual Growth Deal Budget Contributions**" and which are subject to indexation at the start of each Accounting Period in accordance with Clause 10.4.3.

- 10.4.3 It is acknowledged and agreed that the Annual Growth Deal Budget Contributions will be subject to the following variations at the start of each Accounting Period to reflect the actual increase in costs over the Annual Growth Deal Budget based on an out-turn adjustment to adjust for the difference between the estimated and actual inflationary increases for the preceding Accounting Period and an estimated percentage increase for the following Accounting Period as a consequence of increases in the following:

- (a) increases in salaries occasioned by the local government national awarding bodies; and
- (b) increases in employers contribution to the local Government Pension Scheme and National Insurance Contributions; and
- (c) an out-turn adjustment to adjust for the difference between the estimated and actual inflationary increases for the preceding Accounting Period; and
- (d) an estimated percentage increase for the following Accounting Period.

10.4.4 The Parties shall provide their share of the Annual Growth Deal Budget Contributions to the CJC, on receipt of an invoice from the CJC [save for the Initial Accounting Period which will be dealt with as set out below in Clause 10.4.6.]

10.4.5 The Councils' Supplementary Payment will be paid at the start of each Accounting Period on receipt of an invoice from the CJC [save for the Initial Accounting Period which will be dealt with as set out below in Clause 10.4.6].

10.4.6 [The Parties agree and acknowledge that the Annual Growth Deal Budget Contributions and the Councils' Supplementary Payment for the Initial Accounting Period will be or has been transferred to the CJC as part of the transition from the GA2 arrangements and no further payments in respect of Annual Growth Deal Budget Contributions and/or Councils' Supplementary Payments will be required from the Councils or the Non-Council Parties for the Initial Accounting Period.]

10.4.7 The CJC shall hold and account for the Annual Growth Deal Budget on behalf of the Parties.

10.4.8 Where the actual aggregate CJC Costs are likely to exceed the Annual Growth Deal Budget at any time any variation to the Growth Deal including but not limited to adjustments to outputs and outcomes will be agreed by the CJC in accordance with the Growth Deal Documents and the CJC Constitution.

10.4.9 Any increase to the Annual Growth Deal Budget Contributions shall require the agreement in writing of all of the Parties.

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10.5 Funding

10.5.1 Total funding

(a) It is acknowledged and agreed by the Parties that the following confirmed funds (to the extent such funds have not already been utilised prior to the Commencement Date) are available to facilitate the implementation of the Growth Deal:

(i) £120,000,000 (one hundred and twenty million pounds) from UKG (the "**HMT Contribution**"); and

(ii) £120,000,000 (one hundred and twenty million pounds) from WG (the "**WG Contribution**"),

the HMT Contribution and the WG Contribution (together being the "**Growth Deal Contributions**"); and

(iii) a maximum of £9,960,300 (nine million, nine hundred and sixty thousand and three hundred pounds) in aggregate from the Councils (the "**Councils' Contribution**");

- (iv) a maximum of £2,528,720 (two million, five hundred and twenty eight thousand seven hundred and twenty pounds) in aggregate from the Non-Council Parties (the "**Non-Council Parties' Contribution**"); and
- (v) each Parties' contribution towards the Annual Growth Deal Budget pursuant to Clause 10.4.

10.5.2 HMT Contribution

- (a) It is acknowledged and agreed by the Parties that the HMT Contribution (to the extent such funds have not already been utilised prior to the Commencement Date) will be provided to the CJC for the period from the Commencement Date to the Growth Deal Expiry Date on the basis agreed with WG as more particularly set out in the Growth Deal Documents.
- (b) Each Party acknowledges and agrees that it accepts the terms of the Growth Deal Documents to the extent that the Growth Deal Documents apply to each Party and that it shall be bound by and shall not through any act or omission place any other Party including, but not limited to, the CJC in breach of the Growth Deal Documents.

10.5.3 WG Contribution

- (a) It is acknowledged and agreed by the Parties that the WG Contribution will be provided to the CJC (to the extent such funds have not already been utilised) for the period from the Commencement Date to Growth Deal Expiry Date on the basis agreed with WG as more particularly set out in the Growth Deal Documents.
- (b) Each Party acknowledges and agrees that it accepts the terms of the Growth Deal Documents to the extent that the Growth Deal Documents apply to each Party and that it shall be bound by and shall not through any act or omission place any other Party including, but not limited to, the CJC in breach of the Growth Deal Documents.

10.5.4 Councils' Contribution and Non-Council Parties' Contribution

- (a) It is acknowledged and agreed that:
 - (i) in order to facilitate cash-flow for project expenditure where the majority of the funding will be allocated within an estimated ten (10) year delivery profile compared to a fifteen (15) year funding profile in relation to the Growth Deal Contributions; and
 - (ii) subject to Clauses 10.5.4(b) and 10.5.4(c),

the CJC shall use reasonable endeavours to provide additional financing for Approved Projects as set out in each Project Business Case which may be obtained from the Public Works Loan Board, other lending counter parties or self-borrowed or otherwise (the "**Loan Funds**").
- (b) The Parties shall be responsible for the repayment of any and all capital (if any), interest, any changes in interest rates (or in the case of a self-borrowed scenario any foregone interest) (with interest rates to be set and managed by the CJC) and any other costs or liabilities incurred by the CJC in providing the Loan Funds by way of the Council's Contribution and the Non-Council Parties' Contribution as more particularly set out in Clauses 10.5.5 (*Councils' Contribution*) and 10.5.6 (*Non-Council Parties' Contribution*) below and each relevant Project Business Case.

- (c) Where any funding is provided to a Party (acting as a Project Sponsor) in the form of a repayable loan, such Party shall be responsible for repayment of such funds to the CJC in accordance with the Project Business Case. For the avoidance of doubt, any such repayment shall not count towards the respective Party's maximum contribution to be made by way of the Councils' Contribution or Non-Council Parties' Contribution (as applicable) nor shall the Party be entitled to set off such funds against any other payment or contribution owed to the CJC pursuant to this Agreement.
- (d) The proportion of Growth Deal Contributions, Loan Funds and Project Sponsors contributions(as relevant) will be agreed as part of the Project Business Case for a particular Project to be approved by the CJC in accordance with the CJC Constitution and the Growth Deal Documents and in relation to the Funding only this Agreement subject always to the maximum aggregate amounts contained within Clause 10.5.1 (*Total Funding*).
- (e) Subject to Clause 11.5.4 (f), a grant funding agreement and/or loan agreement will be entered into between the CJC and the Project Sponsor of an Approved Project to confirm, amongst other things,
 - (i) the payment of any Growth Deal Contributions and Loan Funds to the Project Sponsor;
 - (ii) the repayment obligations of the Project Sponsor;
 - (iii) transfer of responsibility to the Project Sponsor to deliver the Project;
 - (iv) clawback provision to clawback the Growth Deal Contributions and the Loan Funds from the Project Sponsor in the event of a default; and
 - (v) approval of any related party documentation to be entered into by the Project Sponsor and any third parties to deliver the Approved Project.
 (the "GFA").
- (f) The GFA (and any other related documentation) for an Approved Project shall be approved by the CJC.

10.5.5 Councils' Contribution

- (a) The Councils' Contribution shall be used to finance the Regional Projects only unless otherwise agreed such provisions shall be reflected within the terms of the OBP and/or the relevant Business Cases to include, amongst other matters, the estimated annual spend profile for each Council.
- (b) Subject always to the maximum aggregate amounts contained within Clause 10.5.1(a)(iii) (*Total Funding*) and the obligation to contribute to the Annual Growth Deal Budget pursuant to Clause 10.4 (*Annual Growth Deal Budget*), each Council shall contribute to the aggregate Councils' Contribution required on each Regional Project on a Population Basis pursuant to the following formula:

$$A \% = B \times 100$$

with A% being a Councils' "Population Basis"

- (c) This is calculated as follows:

B	$B = \frac{\text{Current Population}}{\text{Total Population}}$
Current Population	Current Population = means for each Accounting Period the mid-year estimated population figure for a particular Council taken from StatsWales for the preceding Accounting Period. Stats Wales is the WG's official body responsible for publishing official statistics at the following link: https://statswales.gov.wales/Catalogue/Population-and-Migration/Population/Estimates/Local-Authority/populationestimates-by-localauthority-year Where the Current Population is no longer available from StatsWales at any point, the last mid-year figures shall be used save where otherwise agreed by the CJC
Total Population	Total Population = means for each Accounting Period the aggregate mid-year estimated population figure of the six Councils taken from StatsWales for the preceding Accounting Period.

10.5.6 Non-Council Parties' Contribution

- (a) The Non-Council Parties' Contribution shall be used to finance Non-Council Parties Led Projects only, unless otherwise agreed in writing by all of the Parties and such provisions shall be reflected within the terms of the OBP and/or the relevant Project Business Case to include, amongst other matters, the estimated annual spend profile for each Non-Council Party.
- (b) Subject always to the obligation to contribute to the Annual Growth Deal Budget pursuant to Clause 10.4 (*Annual Growth Deal Budget*), each Non-Council Party shall only be required to provide a Non-Council Party Contribution for an Approved Project(s) in which that Non-Council Party is acting as the Project Sponsor up to a maximum aggregate contribution below (each maximum aggregate contributions being an **"Non-Council Parties' Individual Contribution"** for that Non-Council Party respectively):

Non-Council Party	Maximum aggregate contribution
Bangor University	£728,720 (seven hundred and twenty eight thousand seven hundred and twenty pounds)
Wrexham University	£730,050 (seven hundred and thirty thousand and fifty pounds)
Grŵp Llandrillo Menai	£1,069,950 (one million, sixty nine thousand, nine hundred and fifty pounds)

- (c) Subject to Clause 10.5.6(d), the Non-Council Parties' Individual Contributions shall be as set out in table above, in the column entitled the "Maximum aggregate contribution" (column 3).
- (d) It is acknowledged and agreed that each Non-Council Party's Individual Contributions are based upon estimated costs to deliver a particular project(s) as more particularly set out in [section 9.2 of the OBP (Growth Deal Funding Profile)]. If, following development and approval of a Project Business Case, it is agreed by the CJC that, without decreasing the scope, quantity or quality of the Project, the cost of a Project and therefore the amount of the Non-Council Party's Individual Contribution is lower than estimated, the Non-Council Party's Individual Contributions will be decreased.

10.5.7 Retention of Records

The accounts referred to in this Clause 10 (*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 or until notified by WG that the records can be destroyed, whichever is the later.

11. 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.

12. LIABILITY OF THE PARTIES

- 12.1 The CJC shall indemnify and keep indemnified each of the other Parties to this Agreement against any reasonable losses, claims, expenses, actions, demands, costs and liability suffered by that Party to the extent arising directly from any wilful default or wilful breach by the CJC 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 CJC or matters arising from any negligent act or omission in relation to such obligations).
- 12.2 No claim shall be made against the CJC to recover any loss or damage which may be incurred by reason of or arising out of the carrying out by the CJC 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 CJC under Clause 12 (*Liability of the Parties*).
- 12.3 Each of the other Parties (acting severally) shall indemnify and keep indemnified the CJC against any reasonable losses, claims, expenses, actions, demands, costs and liabilities which the CJC may incur by reason of or arising directly 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 CJC of any such obligations.
- 12.4 The Parties agree and acknowledge that the amount to be paid to the CJC by any of the other Parties under Clause 12 (*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.
- 12.5 In the event of a claim under this Clause 12 (*Liability of the Parties*) in which it is not reasonably practicable to determine the extent of responsibility as between the Parties (including the CJC), then the amount shall be divided amongst the Parties on a Proportionate Basis. For the avoidance of doubt, any claim arising otherwise than through the wilful default or wilful breach by the CJC or the other Parties shall be divided amongst the Parties (including the CJC) on a Proportionate Basis.

- 12.6 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.
- 12.7 No Party shall be indemnified in accordance with this Clause 12 (*Liability of the Parties*) unless it has given notice in accordance with Clause 12.6 (*Liability of the Parties*) to the other Party against whom it will be enforcing its right to an indemnity under this Agreement.
- 12.8 Each Party ("**Indemnifier**") shall not be responsible or be obliged to indemnify the other Parties (including the CJC) ("**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).

DEFAULTER EXIT

- 12.9 Without prejudice to any other rights or remedies, this Agreement may be terminated in relation to any Party [(other than the CJC)] ("**Defaulter**") by the other Parties ("**Non-Defaulting Parties**") acting unanimously in giving written notice to the Defaulter ("**Default Notice**") 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.
- 12.10 The decision to give a Default Notice to the Defaulter shall require the agreement in writing of all of the Parties other than the Defaulter.
- 12.11 No sooner than [twenty (20)] Business Days after the date of the Default Notice, the CJC shall provide to all the Parties a Liability Report.
- 12.12 It is acknowledged and agreed that:
- 12.12.1 the Liability Report shall contain, as a minimum, the Defaulter's committed costs and liabilities:
- (a) under and in connection with this Agreement up to and including the Growth Deal Expiry Date, including for the avoidance of doubt all Annual Growth Deal Budget Contributions and Councils' Supplementary Payments for future Accounting Periods up to the Growth Deal Expiry Date; and
 - (b) the Defaulter's committed costs and liabilities on Approved Projects as the case may be (without double counting) which shall include (but is not limited to) any Council or Non-Council Parties' Contributions or Annual Growth Deal Budget Contributions that the Defaulter has committed to but not yet provided (whether that occurs before or after the Default Notice); and
- 12.12.2 in relation to row 1 of the Liability Report in Schedule 2 (*Liability Report*), for the avoidance of doubt, the Defaulter shall be liable to pay its committed costs and liabilities as detailed in Clause 12.12.1 above.
- 12.13 Where a Defaulter disagrees with any of the factual information in the Liability Report, it shall notify the CJC of the reasons for its disagreement within [five (5)] Business Days and the Defaulter and the CJC shall meet within five (5) Business Days (or such other period agreed between the Defaulter and the CJC) of such notification to seek to resolve the disagreement and:
- 12.13.1 where the Defaulter and the CJC agree on any changes to the Liability Report as initially issued, the CJC shall issue a revised version of the Liability Report; or

12.13.2 where the Defaulter and the CJC do not agree on a revised version of the Liability Report within twenty (20) Business Days of the meeting to seek to resolve the disagreement, then the CJC shall re-issue the initial Liability Report.

12.14 Subject always to the provisions set out in Clause 13 (*Consequences of Termination*), where a Default Notice is given under Clause 12.9 above and the material breach is not capable of remedy or, in the case of a breach capable of remedy, the Defaulter fails to remedy such breach within the time period set out in Clause 14.1 above, Clause 13 (*Consequences of Termination*) of this Agreement shall apply and the Defaulter shall be deemed to have withdrawn from its role as a Party to this Agreement as at the Exit Date.

13. CONSEQUENCES OF TERMINATION

13.1 If the Agreement is terminated in accordance with Clause 2.2 (*Termination*), save for the obligations set out in Clause 10 (*Commitment of the Parties and Contributions*), Clause 12 (*Liability of the Parties*), this Clause 13 (*Consequences of Termination*), Clause 16 (*Intellectual Property*), Clause 15 (*Confidentiality and Announcements*) and Clause 19 (*Dispute Resolution*) and any other provision which is expressed to survive termination which is required to give effect to such termination or the consequence of such termination, that Party shall be released from their respective obligations described in this Agreement.

13.2 For the avoidance of doubt any termination of this Agreement, whether in whole or in part in relation to a Terminating Party only, shall not affect any of the terms of the CJC Constitution or Growth Deal Documents and any changes which may be required to the CJC Constitution or Growth Deal Documents as a result of any termination of this Agreement will be considered in accordance with the terms of the CJC Constitution or Growth Deal Documents (as applicable).

13.3 Where a Party exits from this Agreement as a Defaulter in accordance with Clause 0 (*Defaulter Exit*) (the “**Terminating Party**”):

13.3.1 any capital asset acquired and/or secured and/or owned and/or provided by the Terminating Party for the purposes of the Growth Deal will remain in the ownership of the Terminating Party and the Terminating Party will reimburse the remaining Parties their respective contributions (if any) together with any reasonable costs incurred as a result of the default;

13.3.2 where the Terminating Party is a Council, the CJC may elect to continue or discontinue with any procurement and/or project forming part of the Growth Deal in the administrative area of the Terminating Party;

13.3.3 subject to approval of the CJC, the Terminating Party may elect to independently pursue the procurement of any project within its administrative area or project in which it is acting as Project Sponsor and which was identified as part of the Growth Deal provided that it does so at its own cost without any access to any of the funding provided for pursuant to this Agreement and the Growth Deal Documents including (but not limited to) the Growth Deal Contribution; and

13.3.4 save for the obligations set out in Clause 10 (*Commitments of the Parties and Contributions*), Clause 12 (*Liability of the Parties*), this Clause 15 (*Consequences of Termination*) and Clause 15 (*Confidentiality and Announcements*), the Terminating Party shall be released from its respective obligations described in this Agreement from the Exit Date.

13.4 Notwithstanding the termination or expiry of this Agreement, the following provisions shall survive such termination:

13.4.1 Clause 10 (*Commitments of the Parties and Contributions*);

13.4.2 Clause 12 (*Liability of the Parties*);

13.4.3 this Clause 15 (*Consequences of Termination*); and

13.4.4 Clause 15 (*Confidentiality and Announcements*).

13.5 The Parties acknowledge and agree that:

13.5.1 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

13.5.2 accordingly, in the event that this Agreement is terminated in relation to any Party pursuant to Clause 0 (*Defaulter Exit*) such Terminating Party shall be liable to the other Parties for their reasonable and properly incurred costs in relation to the Growth Deal as set out in this Clause 13 (*Consequences of Termination*) and any Liability Report issued to the Terminating Party.

14. **INTELLECTUAL PROPERTY**

14.1 Each Party will retain all Intellectual Property in its Material.

14.2 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.

14.3 Without prejudice to Clause 14.1 (*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.

14.4 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.

14.5 Each Party warrants that it has or will have the necessary rights to grant the licences set out in Clause 14.2 and 14.3 in respect of the IP Material to be licensed.

14.6 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.

15. **CONFIDENTIALITY AND ANNOUNCEMENTS**

15.1 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.

15.2 The obligation set out in this Clause 15 (*Confidentiality and Announcements*) shall not relate to information which:

15.2.1 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);

- 15.2.2 is required to be disclosed by law;
- 15.2.3 was already in the possession of the Covenanter (without restrictions as to its use) on the date of receipt;
- 15.2.4 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
- 15.2.5 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.
- 15.3 Where disclosure is permitted under Clause 15.2.3 or Clause 15.2.4, the recipient of the information shall be subject to a similar obligation of confidentiality as that contained in this Clause 15 and the disclosing Party shall make this known to the recipient of the information.
- 15.4 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.
16. **CONTRACTS (THIRD PARTY RIGHTS)**
- This Agreement does not give rise to any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.
17. **DISPUTE RESOLUTION**
- 17.1 Any dispute arising in relation to any aspect of this Agreement shall be resolved in accordance with this Clause 17 (*Dispute Resolution*). The Parties undertake and agree to pursue a positive approach towards dispute resolution which seeks (in the context of this joint working) to identify a solution which avoids legal proceedings and maintains a strong working relationship between the Parties.
- 17.2 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 any Party in dispute may refer the matter for resolution to:
- 17.2.1 mediation by WLGA or such party as the relevant Parties may agree; or
- 17.2.2 the exclusive jurisdiction of the Courts of England and Wales.
- 17.3 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.
- 17.4 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.
- 17.5 If a mediator is appointed to determine a dispute pursuant to Clause 17.2, 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.
- 17.6 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).

18. **DATA PROTECTION**

- 18.1 In relation to all Personal Data, each Party shall at all times comply with the Data Protection Legislation, (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 Data Protection Legislation covering the data processing activities to be performed in connection with the Growth Deal.
- 18.2 Each Party:
- 18.2.1 shall process Personal Data belonging to any other Party only on the instructions of that Party (subject to compliance with applicable law);
 - 18.2.2 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
 - 18.2.3 shall use its reasonable endeavours to procure that all relevant sub-contractors and third parties comply with this Clause 18.2 (*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.
- 18.3 The Parties shall not disclose Personal Data to any third parties other than:
- 18.3.1 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
 - 18.3.2 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 18.3.1 shall be made subject to written terms substantially the same as, and no less stringent than, the terms contained in this Clause 18 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 18.3.2 immediately they are aware of such a requirement;
 - 18.3.3 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; or
 - 18.3.4 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 18.2.3. 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 Data Protection Legislation. 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.
- 18.4 All Parties shall ensure that any Personal Data they obtain and provide to any other Party has been lawfully obtained and complies with the Data Protection Legislation and that the use thereof in accordance with this Agreement shall not breach any of the provisions of the Data Protection Legislation.

- 18.5 If:
- 18.5.1 under the Data Protection Legislation any Party is required to provide information to a data subject (as defined in the Data Protection Legislation) in relation to Personal Data when such data is in the possession or under control of any other Party; and
- 18.5.2 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 Data Protection Legislation including making copies of the relevant Personal Data to the extent the same are in its possession.
- 18.6 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:-
- 18.6.1 comply with its obligations under this Clause 18 and the Data Protection Legislation; and
- 18.6.2 assess whether the processing of the relevant Personal Data in connection with this Agreement is breaching or may breach the Data Protection Legislation in a manner which is material and not effectively sanctioned by any guidance statement issued by the Information Commissioner.
- 18.7 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.
- 18.8 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 18 (Data Protection).
19. **FREEDOM OF INFORMATION AND ENVIRONMENT INFORMATION**
- 19.1 Each Party acknowledges that the Parties are subject to the requirements of the Freedom of Information Act 2000 ("**FOIA**") and the Environmental Information Regulations 2004 ("**EIR**") and the Parties shall comply with the CJC's policy on FOIA in respect of these information disclosure obligations to the extent they relate to the Growth Deal and this Agreement.
- 19.2 Where a Party (the "**Receiving 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 Parties in relation to the Growth Deal, it shall:
- 19.2.1 transfer the request for information to the CJC as soon as practicable after receipt and in any event within two (2) Business Days of receiving a request for information;
- 19.2.2 provide the CJC with a copy of all information in its possession or power in the form the CJC reasonably requires within ten (10) Business Days (or such longer period as the CJC may specify) of the CJC requesting that information; and
- 19.2.3 provide all necessary assistance as reasonably requested by the CJC to enable the CJC to respond to a request for information within the time for compliance set out in the FOIA or the EIR.
- 19.3 The Parties acknowledge and agree that the CJC shall be responsible for co-ordinating any response on behalf of the relevant Parties to the extent they relate to the Growth Deal and all costs incurred shall be accounted for as CJC Costs.

19.4 The CJC shall be responsible for determining in their absolute discretion whether any information requested under the FOIA or the EIR:

19.4.1 is exempt from disclosure under the FOIA or the EIR; and

19.4.2 is to be disclosed in response to a request for information.

19.5 Each Party acknowledges that the CJC may be obliged under the FOIA or the EIR to require the Receiving Party to disclose and, acting upon the instructions of the CJC, the Receiving Party shall disclose information:

19.5.1 without consulting with the other Parties where it has not been practicable to achieve such consultation; or

19.5.2 following consultation with the other Parties and having taken their views into account.

20. **NOTICES**

20.1 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 1 (*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.

20.2 The notice or demand shall be deemed to have been duly served:

20.2.1 if delivered by hand, when left at the proper address for service;

20.2.2 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); or

20.2.3 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.

20.3 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.

21. **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 17 (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.

22. **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.

23. **WAIVER AND COSTS**

23.1 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.

23.2 Each Party shall pay their own costs incurred in connection with the preparation, execution, completion and implementation of this Agreement.

24. **VARIATIONS**

- 24.1 No amendment to this Agreement shall be binding unless it is in writing and signed by the duly authorised representatives of each of the Parties and expressed to be for the purpose of such amendment.

25. **ENTIRE AGREEMENT**

- 25.1 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.

- 25.2 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.

26. **COUNTERPARTS**

- 26.1 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.

- 26.2 A complete signed copy of this Agreement delivered by e-mail in a pdf format from each Party shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. Each Party shall hold its signed copy to order of the CJC and the Agreement shall be dated on the date that the CJC dates its copy of the Agreement.

27. **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.

28. **STATUTORY RESPONSIBILITIES**

Notwithstanding anything apparently to the contrary in this Agreement, in carrying out their statutory duties, the discretion of any Party shall not be fettered or otherwise affected by the terms of this Agreement.

SCHEDULE 1 – PARTIES DETAILS

Recipient's name	Address	Email
CJC: [REDACTED]	[REDACTED]	[REDACTED]
Conwy Council: [Chief Executive]	PO Box 1, Conwy, LL30 9GN	
Denbighshire Council: [Chief Executive]	PO Box 62, Ruthin, LL15 9AZ	
Flintshire Council: [Chief Executive]	County Hall, Mold CH7 6NB	Chief.executive@flintshire.gov.uk
Gwynedd Council: [Chief Executive]	Gwynedd Council Shirehall Street Caernarfon LL55 1SH	
Isle of Anglesey Council: [Chief Executive]	Council Offices Llangefni Anglesey LL77 7TW	
Wrexham Council: [Chief Executive]	The Guildhall Wrexham LL11 1AY	lan.bancroft@wrexham.gov.uk
Bangor University: [Vice Chancellor]	College Road, Bangor, Gwynedd LL57 2DG	vice-chancellor@bangor.ac.uk
Glyndwr University: [Vice Chancellor]	Glyndŵr University Mold Road Wrexham LL11 2AW	
Coleg Cambria: [Chief Executive]	Kelsterton Road Connah's Quay Deeside Flintshire	

Recipient's name	Address	Email
	CH5 4BR	
GRWP Llandrillo Menai: [Chief Executive]	Llandudno Road, Colwyn Bay, LL28 4HZ	

[PM NOTE: Contact details to be reviewed and confirmed]

SCHEDULE 2 - LIABILITY REPORT

The Liability Report shall include (but shall not be limited to) irrecoverable expenditure incurred and committed in relation to the following:

	<u>Amount</u> (all figures in round pounds)
Any committed costs, including but not limited to those set out in Clause []	
Procurement Costs	
Costs associated with delays and having to revisit any procurements (including but not limited to the cost of legal, financial and technical advice)	
Land costs – costs associated with identifying and procuring land	
Staff costs (and associated overheads) in progressing the scheme: a) Consultancy / Advisers fees b) Internal Project Management and monitoring c) Internal Professional advice	
All other reasonable and properly incurred costs and losses (to include the cost of preparing the Liability Report)	
Any costs, claims and damages arising from any third parties in respect of any costs relating to any delay or arising from the termination	

Certified Correct _____
(Signed)

(Date)

[PM NOTE: EXECUTION BLOCKS BELOW TO BE CONFIRMED]

FEL Y TYSTIUYD, mae'r Cytundeb hwn wedi'i gyflawni fel Gweithred ar y dyddiad a ysgrifennwyd ar ddechrau'r Cytundeb hwn yng ngŵydd y rheini sydd wedi'u nodi.

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.

[CJC Execution block to be added]

Gosodwyd Sêl Gyffredin **CYNGOR**)
BWRDEISTREF SIROL CONWY)
at hynny yng ngŵydd: -)
The Common Seal of **CONWY COUNTY**)
BOROUGH COUNCIL was)
hereunto affixed in the presence of: -)

Gosodwyd Sêl Gyffredin)
CYNGOR SIR DDINBYCH)
at hynny yng ngŵydd:-)
The Common Seal of **DENBIGHSHIRE**)
COUNTY COUNCIL was)
hereunto affixed in the presence of:-)

Gosodwyd Sêl Gyffredin)
CYNGOR SIR Y FFLINT)
at hynny yng ngŵydd:-)
The Common Seal of **FLINTSHIRE**)
COUNTY COUNCIL was)
hereunto affixed in the presence of:-)

Gosodwyd Sêl Gyffredin)
CYNGOR GWYNEDD)
at hynny yng ngŵydd:-)
The Common Seal of **GWYNEDD**)
COUNCIL was)
hereunto affixed in the presence of:-)

Gosodwyd Sêl Gyffredin)
CYNGOR SIR YNYS MÔN)
at hynny yng ngŵydd:-)
The Common Seal of **THE ISLE OF**)
ANGLESEY COUNTY COUNCIL was)
hereunto affixed in the presence of:-)

Gosodwyd Sêl Gyffredin **CYNGOR**)
BWRDEISTREF SIROL WRECSAM)
149791275.8\683804 30

at hynny yng ngŵydd:-)
The Common Seal of **WREXHAM**)
COUNTY BOROUGH COUNCIL was)
hereunto affixed in the presence of:-)

Gosodwyd Sêl Gyffredin

PRIFYSGOL BANGOR drwy hyn yn unol â'i (1).....
Herthyglau cwmni:-
(AELOD O'R CYNGOR/MEMBER OF COUNCIL)

The Common Seal of the **BANGOR UNIVERSITY**

was hereby affixed in accordance with its
Articles of
(PRINTIWCH ENW/PRINT NAME)
Association

(2).....
(AELOD O'R CYNGOR/MEMBER OF COUNCIL)

.....
(PRINTIWCH ENW/PRINT NAME)

(3).....
(COFRESTRYDD/ YSGRIFENNYDD)
(REGISTRAR/SECRETARY)

.....
(PRINTIWCH ENW/PRINT NAME)

ym mhresenoldeb
In the presence of)
Enw Tyst
Witness name)
Llofnod Tyst
Witness signature)
Cyferiad Tyst

Arwyddwyd fel gweithred ar ran)
PRIFYSGOL GLYNDWR)
at hynny yng ngŵydd:-)
The Common Seal of)
GLYNDWR UNIVERSITY was)
hereunto affixed in the presence of:-)

Arwyddwyd fel gweithred ar ran)
COLEG CAMBRIA)
Signed as a deed on behalf of)
COLEG CAMBRIA by:-)
In the presence of)
Witness name)
Witness signature)
Witness address)

Arwyddwyd fel gweithred ar ran)
GRWP LLANMDRILLO MENAI)
Signed as a deed on behalf of **GRWP**)
LLANDRILLO MENAI by:-)
In the presence of)
Witness name)
Witness signature)
Witness address)

CYNGOR GWYNEDD - Report to Cyngor Gwynedd Cabinet

Title of item:	Performance Report of the Cabinet Member for Corporate Services
Cabinet Member:	Councillor Llio Elenid Owen
Relevant officer:	Ian Jones, Head of Corporate Services Department
Date of meeting:	11 February 2025

1. Decision Sought

To accept and note the information in the report.

2. The reason why the Cabinet needs to make the decision

In order to ensure effective performance management.

3. Introduction and Rationale

3.1 The purpose of this report is to update my fellow members on what has happened in the areas for which I am responsible as Cabinet Member for the Corporate Services Department. The report will outline what has happened to date against pledges within the Cyngor Gwynedd Plan for 2023-2028; the progress of performance measures; and the latest on the savings and cuts schemes.

3.2 I wish to remind you that all the matters have already been the subject of a discussion and have been scrutinised by myself at a meeting of the Corporate Services Department's Management Team on 13 January 2025, which also included the Chief Executive and Corporate Director.

3.3 I am satisfied that the projects being led by the Department, together with the day-to-day performance, are being undertaken within the budget. I wish to note my appreciation of the work of all the officers of the Department and recognise the key contribution they make to supporting the work of the Council.

4. Projects in the Cyngor Gwynedd Plan 2023-2028 (Priority Areas)

The Corporate Services Department is leading on 6 projects within the various priority areas of the Council Plan for 2023-2028. I summarise what has been achieved thus far as follows:

4.1 Keeping the Benefit Local

4.1.1 The Council is responsible for procuring, or purchasing, a number of goods and services and is keen to try to ensure that local businesses can compete and win these contracts in order to ensure that as much of the Council's expenditure as possible stays local.

4.1.2 Following a joint decision with all category management and procurement teams it was agreed to hold additional performance challenge meetings for reporting on the results of reviewing contracts. It was agreed to hold two meetings a year and the meetings were held in May and December 2024. The meetings have been an opportunity to review the teams' procurement plans and understand how they are trying to gain social value, value for money, supporting the market and trying to reduce the impact of polluting the environment. The meetings are also an opportunity to note forward work programmes as well as any obstacles experienced by the teams.

4.1.3 New procurement regulations will come into force during February 2025. Work is being done to identify if there are opportunities in the new regulations to buy local or to support the local market in any way.

4.1.4 Work continues on developing a communication plan regarding the aim of Keeping the Benefit Local with information updated for the external website and the intranet. In addition, work is ongoing to create new learning materials for Council officers.

4.2 Women in Leadership

4.2.1 The aim of this project is to increase the number of women who apply for and receive senior positions within the Council by reviewing the employment conditions and the working environment to attract more women to undertake the work in future.

4.2.2 A Winter series of the popular "*Sgyrsiau dros Baned*" sessions were held with Sioned Williams, Head of Economy and Community holding the November session and Ffion Edwards Ellis, Assistant Head of Special Educational Needs leading the session in January. It was agreed at the latest Project Board to be targeting more of a range in job levels of speakers to include Managers and Team Leaders also with the intention of targeting young women to take the first step. Work is progressing to arrange a Spring / Summer series of sessions.

4.2.3 The fifth series of the Developmental Programme is half-way through with 12 worthy women from various Council departments being selected to be involved in the series.

4.2.4 'Unconscious Bias' training sessions are held over the Winter months by the Learning and Organisational Development Service.

4.2.5 The Autumn series of the 'Managers' Network' was held to raise awareness of the project. Some men have subsequently been in contact to ask for further information. Work is also underway to create a video for the 'Chief Executive's Live Session' to raise further awareness of the project's work. Also, there is an intention to hold a specific '*Sgwrs Dros Baned*' session for men with speakers from the Highways, Engineering and YGC Department explaining what they have done to change the culture within the Department.

4.2.6 Council guidance has been updated by the Human Resources Service to meet the need to try and ensure an equal split of men and women on employment panels, whether that be appointment panels / employment appeal / capability etc. which means that this milestone has been met.

4.2.7 The data on the progress and impact of the project is regularly updated, and the figure of women in managerial positions is currently 41% which is an increase of 11% since the project's establishment. There are differences between Departments and also differences between job

tiers. Data is also collected and analysed on the efficiency of interventions such as the developmental programme.

4.3 Ensuring Fairness for All

- 4.3.1** In order to put the people of Gwynedd at the centre of everything we do, we must identify any barriers that some people face when seeking employment or obtaining services from the Council. It is a statutory requirement for Cyngor Gwynedd, as a public body, to create a plan of what we intend to do over a 4 year period to promote equality. In light of a period of approximately 9 months gathering opinion, the Strategic Equality Plan 2024-28 was adopted by the Cabinet in March 2024. The Plan consists of 5 Objectives and work has been earmarked under these Objectives over the 4 year period.
- 4.3.2** A combination of services from the Council's departments are responsible for delivering the different aspects of the Plan. Work has been undertaken to develop detailed milestones for all areas for 2024/25. Currently, all of the milestones are on track to be completed within the year.
- 4.3.3** It is intended to establish a forum / staff forums on equality matters. An invitation has been sent out to staff to show an interest in creating a forum on employment equality matters.
- 4.3.4** Progress is being made on preparing an application for a 'Disability Confident' accreditation, with advice being received from an officer who is supporting the scheme in Wales.
- 4.3.5** There has been a delay in the work of identifying gaps in the information on care service users, as a result of the fact that a new system to record the details of service managers was being developed, and that it was sensible to wait for the introduction of the new system, instead of adapting the current system. The timetable for completing the development at the moment is December 2025.
- 4.3.6** Work is continuing with the development and introduction of a training framework in order to give staff the resources and confidence. An LGBTQ+ training course for managers is in progress and discussions are being held between equality officers and the Learning and Organisation Development Service regarding other priorities.
- 4.3.7** Progress is being made on raising staff awareness of the new procedure for holding an equality impact assessment. The new procedure is based on the work of the equality officers of north Wales public organisations, as a result of input from the offices of the Equality and Human Rights Commissioner and Welsh Language Commissioner. The tool adapted for local use is operational. A new version of the equality web-page will be live by 31.1.25 which will include a clearer link, as well as arrangements in place to attend management teams to raise awareness.

4.4 Workforce Planning

- 4.4.1** To ensure that the Council is in a position to provide and develop services for the people of Gwynedd, we must ensure that we have the right staff in the right place with the right skills.
- 4.4.2** Work continues to conduct the job matrix exercise with Council departments. The intention is to create a 'matrix' of key jobs, assessed on a risk basis to the continuity of key Council services (to include jobs in the caring and education fields), with action plans set out for responding to key areas. It is anticipated that this work will be completed by March 2025.

- 4.4.3** An exercise will be held on the whole process of attracting staff to the Council's workforce, in order to continue to improve the process for everyone involved, but particularly so for job applicants. Work will be done to bring the exact scope of the work together before convening a group of officers from different services who have an input into this part of the work, including in terms of equality, human resources, communication and Ffordd Gwynedd to review, develop and facilitate how job applicants reach us and the experience they have when applying for jobs with the Council.
- 4.4.4** Work continues on attempting to establish a work experience plan, as another thread to attract people into the Council's workforce. Basic arrangements are in place to support individuals who come to the Council for work experience.
- 4.4.5** The dashboard providing information on mandatory training has been completed. The work of developing a specific workforce training plan for the general staff category is underway and a new framework has been created and submitted to the Corporate Management Team.
- 4.4.6** Once again, the period to attract apprentices or professional trainees to come to work for the Council has commenced. The period where managers express an interest and submit applications opened on 6.1.25. During March 2025, managers will be informed whether their application for 2025 has been approved. Subsequently, the recruitment period will commence.

4.5 Promoting Use of the Welsh Language by the Residents of Gwynedd

- 4.5.1** Specific projects will be held that will promote the use of the Welsh language and increase the opportunities to use Welsh in the community. This will include increasing the use of the Welsh language when engaging with public and community services.
- 4.5.2** Meetings were held with each headteacher or representative to obtain their input into the Language Strategy Work Programme 2023-2033 and the work to develop the work programme continues following their input. As a result, work on a few projects has commenced such as updating new language awareness training for councillors and members of staff, and work on other established projects such as the Gwynedd and Anglesey Public Services Board's Bilingual Workforce Recruitment Project has continued.
- 4.5.3** Good progress has been made with the 'place names' project. The Project Officer will visit two primary schools and one secondary school to present the Council's Place Names Map and discuss place names in general. At the request of the Caernarfon Civic Society, a consultation was held on the signs of the old town names, with the intention of installing plaques in different locations. A response was sent to the Council's Biodiversity Officer who wanted information for the interpretation boards at Eglwys Llanddeiniolen. Formal applications were made to Highways, Engineering and YGC Department to adopt some local names on streets as statutory names. As part of the 'Yr Enw a'r Hanes' series, two articles were published on the Intranet.
- 4.5.4** A decision was made to commission an external company to undertake the work of Prosiect 15. A project brief was created and it will be posted on the Sell2Wales procurement system. The contract will fund the undertaking of creative work for the year and create a report on the project's future options in order to develop it according to the audience's needs.

- 4.5.5** Following the seal of approval from Cabinet to proceed with Menter Iaith Gwynedd's outsourcing arrangements, the work to support the initiative continues and arrangements will be made for the transfer of staff on 1 April 2025.
- 4.5.6** Members of the Gwynedd Language Forum decided that a sub-group needed to be established to look at the attitudes of young people and their parents towards the Welsh language when pursuing further and higher education. A Gwynedd Language Forum Young People sub-group has been established and has met. The Forum is organising a consultation to collect the response of young people regarding their attitude and use of the Welsh language. A questionnaire and focus groups will be shared with results shared with the sub-group. The next full Forum meeting will be held mid-January.
- 4.5.7** The collaboration with Bangor University on two research projects will continue. The first looks at people's attitudes towards the Welsh language and the use made of it via on-line questionnaires and the work of analysing the results is currently being undertaken. The second project focuses on public language choice when using front-line services provided by or on behalf of Cyngor Gwynedd. The public's use of language was observed at Siop Gwynedd receptions, libraries and leisure centres in three different geographical locations in Gwynedd, namely Caernarfon, Pwllheli and Dolgellau. Data about people's language choice was also collected when they contacted the Galw Gwynedd centre, which provides a front-line service to deal with phone calls from residents across the county. A data sample of over 3200 was obtained. The work of analysing the results is currently taking place with a view to formulate recommendations to be included in the Gwynedd language strategy programme of work, to promote the use of Welsh.

4.6 Strategic Review of Health and Safety Management

- 4.6.1** The project examines the strategic management of health and safety within the Council and how it ties into overall governance and performance systems. It entails undertaking a full review of the management system in its entirety.
- 4.6.2** Regular progress meetings are held with the Information Technology Service to monitor development work on the introduction of a new health and safety software system across the Council. Significant work is being carried out in the background to enable the historical information to be transferred to the new system format. The system dashboard has been created, and the information from the old system has been successfully transferred.
- 4.6.3** Significant mapping has taken place on the second phase of the system, which will see developments in relation to risk register, risk assessments, audits and other functions. This work has been presented to the Information Technology Service.
- 4.6.4** Work continues on the integrated model of health and safety management. At an annual meeting with the Corporate Management Team last year, it was decided that a gap analysis was needed on the first two models. A questionnaire was produced outlining the key steps of both models so that managers have a clear and comprehensive format to follow. A questionnaire has been sent to all managers via the Corporate Health, Safety and Well-being Forum.
- 4.6.5** As part of work to review the communication and resources system to assist Managers and Assistant Heads across the Council, a review of the information available is on the intranet to ensure that health, safety and well-being are communicated clearly, concisely and easily for staff to find relevant information. As well as that, work is being done to develop a dashboard for Heads of Department,

information has started to be gathered and discussions are being undertaken with the Research and Information Service about creating the dashboard.

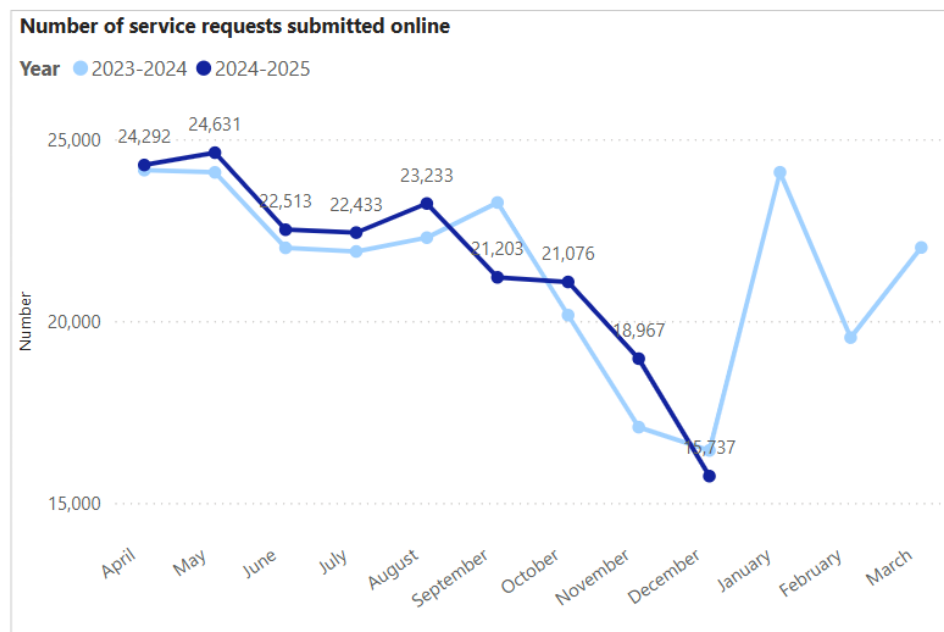
5. Performance

5.1. The Department's services are performing well and I confirm that I am pleased with their current performance. See below for some of the highlights.

5.2 The **Communications and Engagement Service** enables the Council to share information and engage in a two-way conversation with the people of Gwynedd, staff and elected Members of the Council. The service also enables the public to self-serve on Cyngor Gwynedd's website 24 hours a day, 7 days a week and offers a more cost effective way to contact the Council for a service

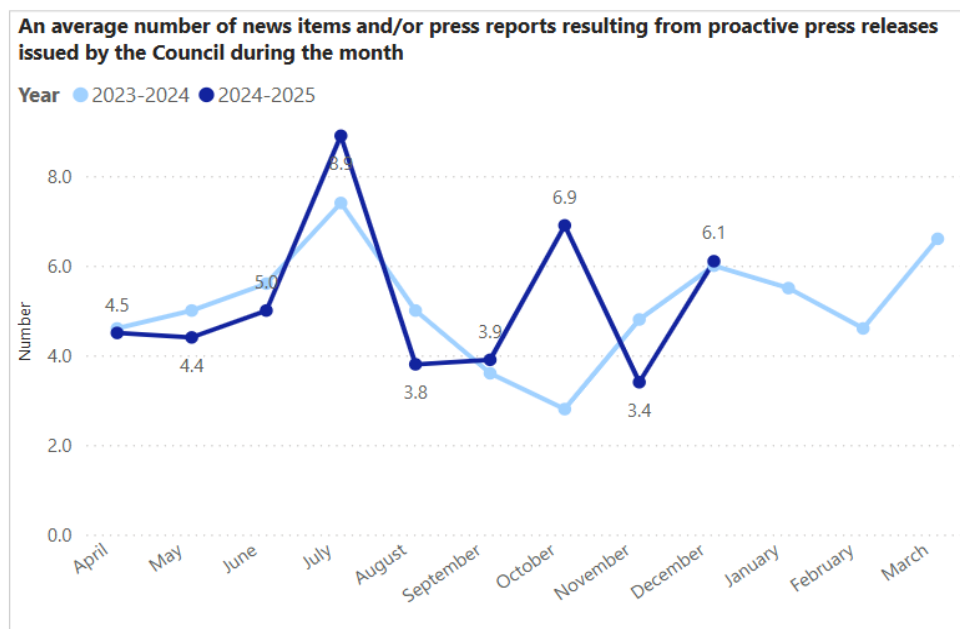
5.3 In terms of the number of service applications being submitted on-line, the number of November applications this year was 1,883 more than November 2023. Many services have seen a small increase in the number of applications submitted but a larger increase was seen in the following applications, compared with November 2023: Ordering a recycling centre slot - 1,007 more, Application for school admission - 158 more, Council Tax change of address - 107 more. The number of applications in December this year was 706 lower than December 2023.

5.4 The main reason for this was that the Waste and Recycling Service was not receiving Garden Waste applications in December this year. 880 applications were received in December 2023. Also, the self-service was not available for almost a day during Storm Darragh as the servers were down. Over the coming months, whilst the emphasis will be on integrating My Account with the new schools admission system of the Education Department and with the new system of the Waste and Recycling Service and in order to enable more efficient working, we will also work on introducing new services, e.g. Application to change an ordinary water course.



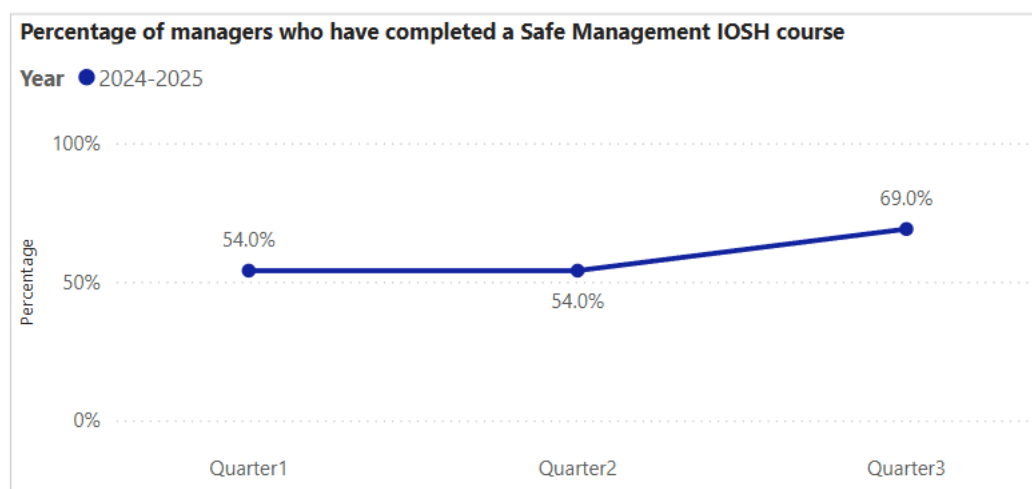
5.5 During November and December, 13 interactive statements to the press were published and it led to 66 news items. The statement which performed best by far was the election of the new Council Leader, which received local and national attention. Due attention was also paid

to Council statements, prosecuting a company for health and safety offences following a fatal accident and completing the work on the *Llewyrch o'r Llechi* mural in Blaenau Ffestiniog. In addition, over the two months, 75 enquiries were received from the press. Matters relating to Ysgol Friars continued to draw the media's attention with a number of enquiries being complex ones. Numerous enquiries were received about the impacts of storms Bert and Darragh, election of new Leader and Planning matter in the Penisarwaun area.



- 5.6** The **Democracy and Language Service** supports the Council's democracy arrangements and continuously promotes the Welsh language.
- 5.7** Menter Iaith Gwynedd officers came out on top in the Mentrau Iaith Cymru awards. There was an award of excellence for the work undertaken with the Croeso Cymraeg project - North Wales Africa Society. It was also good to hear praise at a seminar by the Welsh Language Commissioner on the good practice of language strategies for Cyngor Gwynedd's decision to produce a 10-year rather than 5-year Welsh language strategy.
- 5.8** Work continues to improve the provision for web-casting and also conduct hybrid meetings within the Council with a number of provisions in progress.
- 5.9** The **Health, Safety and Well-being Service** enables leaders to be skilled in the field by providing competent guidance, facilitate and evaluate an effective health, safety and well-being management system.
- 5.10** The Reporting of Injuries, Diseases or Dangerous Occurrences Regulations (RIDDOR) places a requirement on employers to report specific incidents to the Health and Safety Executive (HSE). During quarter 3, a total of 14 RIDDOR incidents were reported to the Health and Safety Unit. Of those reported in quarter 3, six had been reported within 10 days. There are various reasons why the other 8 were reported late, e.g. late HS11 form, incorrect information from the hospital, time asking managers to be able to decide whether an incident in the home met RIDDOR criteria, a delayed response from managers and the availability of advisers due to site visits to follow up etc.

- 5.11** The Health, Safety and Well-being Service provides IOSH training to managers and team leaders across the Council. The aim of the training is to develop staff understanding of their responsibilities in terms of their health and safety and what is expected of them. In terms of the number who have attended the training, an increase of 54% has occurred during quarter 2. Encouragingly, an additional 11% (71 managers/team leaders/school headteachers) have registered for the 2025 course. Work will continue over the coming months to fill the courses and increase this percentage slightly again.



6. Financial Situation / Savings and Cuts

- 6.1** Financial projections for 2024/25 were submitted to the Cabinet's meetings on 21 January 2025, where an underspend situation of (£33k) was projected for the Department. This is an increase of (£10k) in the underspend since the last review at the end of August 2024, and reflects the Department's efforts to freeze spending in order to assist the Council's financial situation.
- 6.2** When preparing the 2024/25 Budget, savings schemes / cuts to the value of £242,540 were to be taken out of the budget. Of those, £174,010 have already been realised, £26,920 (2 schemes) are on track to be achieved on time. With one savings scheme equivalent to £41,160, where there is a risk to realise the saving in full. The Department has identified that up to £14,000 of the cut can be achieved, and therefore there is a risk to achieve £27,610 with the Department looking at how the rest can be achieved.

7. Views of the Statutory Officers

7.1 Chief Finance Officer

I am satisfied that the report is a fair reflection of the financial situation of the Corporate Support Department

7.2 Monitoring Officer

No observations to add in relation to propriety



REPORT TO CYNGOR GWYNEDD CABINET

Item title:	Performance Report of the Cabinet Member for Corporate Support and Legal - Legal Services
Cabinet Member:	Councillor Llio Elenid Owen
Relevant officer:	Iwan Evans - Head of Legal Services
Date of meeting:	11 February 2025

1. Decision Sought

To accept and note the information in the report.

2. The reason why the Cabinet needs to make the decision

In order to ensure effective performance management.

3. Introduction and Rationale

- 3.1 The purpose of this report is to update my fellow members on what has happened in the areas for which I am responsible as Cabinet Member for the Corporate Support and Legal Departments. The report will include an outline of what has happened on Legal Services projects and progress on performance measures.
- 3.2 I would like to remind you that all issues have already been discussed and scrutinised by me at a meeting with the Management Team on 13 January.
- 3.3 I am pleased with the projects being led by the Service, together with the day-to-day performance of the Service and recognise the key contribution they make to support the work of the Council.

4. LEGAL SERVICE

- 4.1 The performance of the Service is being monitored by seeking feedback from the Departments who receive a service. Views are evaluated against a scale from 1-5 in the form of a simple e-mail and the monitoring process has improved. (Scale of, 5 = Very Satisfied, to 1 = Completely Dissatisfied). It is also possible for departments to add comments about a score. Since the beginning of the financial year, the score on the whole is very high with 100% being very satisfied with the service. Transferring to a new electronic system has had an impact as technical problems affect the number of questionnaires. However, the situation has now been resolved.

In terms of the response that has been received, it is encouraging that a number of additional comments are being placed on the questionnaire with a response saying:

"Very happy with the standard and timing of the service"

"Very Satisfactory - thank you very much"

"quick work with no problems to report. Very happy."

2024														
Score	%	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	
Very Satisfied 5	100%	6	1	*	*	*	6	4	7					17
Satisfied 4	0%													
Reasonably Satisfied 3	0%													
Dissatisfied 2														
Very Dissatisfied 1														
Total questionnaires returned		6	1				6	4	7	0				
Number sent out		7	2				63	25	65	39				201

4.2 We will continue to develop the Legal Team to create resilience within the Team.

What has been achieved?

The department has been involved in Cynllun Yfory for some years and has benefited from employing a trainee who has then progressed to qualifying and working within the department as a solicitor. It is a pleasure to note that the trainee newly qualified this August also accepted a position within the department filling a vacancy. (A position previously filled by locum)

Further, the department has also taken advantage of the apprenticeship scheme and hired the department's first paralegal apprentice. This works well and the apprentice has started her Paralegal qualification.

There is currently one vacancy dedicated to planning and employment. Discussions have taken place as to how to fill this position and at the moment the intention is to create an employment and general litigation post ensuring that the planning role is carried out by an in-house member of staff with some change in their job description. A local locum solicitor has been appointed to carry out Planning Committee work in the short term while changes are afoot. The employment work will be done by locum In addition a number of the Authority's more complex matters have been sent to external solicitors.

Next steps

An employment and litigation lawyer position is being advertised. The work is consistent and if not carried out correctly or in a timely manner is an element of significant risk to the Authority. The costs of locum and/or external lawyers will be much higher than recruiting a permanent position. It is intended to ensure support for the members of the team who develop their skills whether through work experience or by working on a qualification.

Risks

The biggest risk is failure of appointment but it will be necessary to investigate the job and employment market to assess if there is a risk where an appointment is not possible. Secondly there is a risk of locum costs returning after a fairly stable period. This will have to be watched closely.

Timetable

Apprentice schedule is 2 years. An open timetable for developing a resilience within the team.

Advertising schedule with consent and appointment if successful – up to 6 months.

4.3 We will look to complete Lexcel post work for maintaining SRA proprietary systems**What has been achieved?**

The department has now incorporated a new case management system and is in a position to look more broadly at greening features of the Lexcel accreditation that would be beneficial for the unit. We are looking specifically at arrangements of maintaining similar standards through feedback and "peer review" review systems. There is no intention to seek the Lexcel accreditation as a whole, (it is not directly relevant to a large part of the work of an in-house lawyer ("in house") and its cost) is not intended to be sought but rather to use some or principles to develop the way of working and to strengthen systems.

Next steps

The processes are due to be implemented in the New Year.

Risks

Nothing to highlight

Timetable

The work to be in place within the next few months and underway within the department.

5. PROPRIETY

DEPARTMENT PLANS

5.1 We will continue to support and advise on the functions of the Council in terms of ensuring constitutional, legal and administrative propriety.

What has been achieved?

This work is continuous but specifically a series of “Penderfyniadau Da” seminars were planned" from October onwards. The objective of the courses is to explain the basics of decision making in public bodies together with the constitutional and regulatory framework regarding this area. A pilot has been carried out and responded Tto positively.

Next steps

Establishing a programme of seminars

Risks

This work is part of the Council's governance arrangements which receive the oversight of the Governance Group.

Timetable

The work is constant . Due to other requirements the intention to hold these seminars has slipped. However we are confident that the arrangements will be able to be in place by the end of the financial year.

5.2 We will work with the Standards Committee, Political Group Leaders and Members, together with relevant officials, to maintain and support high standards of behaviour among councillors.

What has been achieved?

We will actively focus on collaborative work and support with the new incumbent on member behaviour with group leaders. In addition, reflecting a requirement highlighted by induction sessions Code of Conduct courses are planned for Council members in the last quarter of 23/24 and earlier if resources allow.

Next steps

A meeting was held between members of the Standards Committee and Group Leaders to promote and support the implementation of the new duties. As a result, agreement was reached on the proposed criteria and an arrangement for regular meetings between the Monitoring Officer and the Conductors to support the work.

Risks

Council reputational risks if the incumbent is not greeted.

Timetable

Due to the changes in the Council's leadership the delay of the meeting with the Standards Committee to be met in February. However, it is planned to arrange a briefing with the Chair of the Standards Committee once a Leader is in place.

5.3 We will review and secure adequate resources for supporting the requirements on the Service derived from regional work

What has been achieved?

Resolving our recruitment situation means that it is now possible to move forward to plan how the regional requirements can be greeted. As the Northern Region Incorporated Joint Committee moves into operation there is an increase across the board in asking for resources. This remains a challenge but an issue that is recognised within the project. The current period is particularly challenging because a number of elements of the CBC's work become operational during the current quarter. In addition, the UK and Welsh governments have jointly imposed regional accountable body responsibility for the Investment Zone (Investment Zone) Counties of Flint and Wrexham) on the CBC

Next steps

Working as part of the CBC's no management to identify resources necessary to maintain the new authority. Working to claim a Welsh Government grant to contribute to the resource. The CBC Budget report before the 17th of January contains provision for the anticipated corporate support needed for 25/26. External legal resources have been commissioned to support the work on establishing the Flint/Wrexham investment zone.

Risks

Fail to ensure adequate resources and create the appropriate capacity to maintain the establishment of the Joint Committee. An increase in work across from a range of elements is creating a ton of parallel work right now. Additional requirements and weights derived from external reviews.

Timetable

It was intended that the functions of the Ambition Board should pass to the Joint Committee incorporated by November 1, 2024. But, this timetable has slipped to April 2025. A report before the CBC on 17 January opens the door to establishing an SLA across corporate support including legal and democracy.

5.4 We will complete the project on reviewing the Council's voting arrangements by 15 November 2024.

What has been achieved?

It was reported to Full Council in December 2023 where it was decided to move to a consultation process. A consultation process was held in accordance with the Legislation and a Special Council was held on the 25th of October 2024 to determine the regime.

Next steps

The motion failed to reach the statutory margin of 'at least 46 votes in favour of moving to PSD. As a result, there can be no decision to change the regime for the 2027 elections.

Risks

With the decision of 24 October 2024 there are no specific follow-on steps or decisions or process to address.

Timetable

There is no further action following a decision

5.5 We will complete a review of the Constitution by 31 December 2024, to ensure that it remains current and fit for purpose.

What has been achieved?

There are two elements to this, updates resulting from statutory changes and modifications that greet the needs of the current Council and potential improvements. The journey to a decision will vary according to the text but is scheduled to report to the Full Council in Sept. 1. However the Scrutiny Committees element will need to be delayed to have an opportunity to review a response to the Audit Wales report in this area. A review of the Staffing section will require further work and consultation along with updates to the Delegation Plan elements . While the process is ongoing discussions with some Departments have highlighted that communicating needs has not worked consistently in dealing with changes.

Next steps

Complete delegation plan reviews and staffing Standing Order arrangements together and other resulting constitutional modifications.

Risks

The current Constitution is key to the conduct of Council business and shortcomings can lead to uncertainty and delays in key decisions along with a risk of challenge. The review has not identified specific risks at this time that need to be prioritised

Timetable

Completion of this work is anticipated to slip to March/May Council due to the pressure of other issues

5.6 We will support the Standards Committee to develop arrangements to implement its responsibilities towards Town and Community Councils by offering training sessions.

What has been achieved?

Although a pilot course has been available and ready a range of issues have meant that it was not possible to progress this training. The Standards Committee has surveyed the joint relationship with Town and Community Councils and identified the need to move to strengthen this partnership. While not a general reflection of all advice it is also statistically obvious that the vast thicket of complaints to the Ombudsman about a Code of Conduct stem from' sector here .

Next steps

Offer a programme of virtual courses for Town and Community Councils.

Risks

Failure to address These issues particularly so where specific councils and problems increase work and demands on the Proprietary Team.

Timetable

We will present two virtual training sessions before the end of 24/25

5.7 We will complete the training of Gwynedd Council members in Code of Conduct matters by offering detailed training sessions on the Code to members who have not attended.

What has been achieved?

Although courses have been held this year, there is an application to group leaders and a clear message in the annual report there is still a gap in the number of members who have attended. Whether 6 or 20 members in a course the officer time commitment remains the same. All membership have received a short course at the beginning of term but there is only sufficient information for new members here in the basics of the Code and how not to transgress in the early days.

Next steps

A further evening course has been undertaken for December 2024 which will be recorded and available to members.

Risks

There are risks to members and the reputation of the authority if members are found guilty of breaching the Code. This is part of the challenge about members' core courses.

Timetable

The full course was held during December and has been recorded for entry for members who continue without attending the full training.

6. ELECTIONS AND ELECTORAL REGISTRATION

DEPRATMENT PLANS

6.1 We will work in support of the Returning Officer and the Electoral Registration Officer, specifically greeting:

- 1. Complete implementation of Elections Act 2022 changes relating to postal votes.
 2. Preparing for Welsh Parliament Electoral changes
 3. Participation in the Welsh Government's 'automatic' registration pilot

What has been achieved?

We have held the Police Commissioner Election and then the UK Parliamentary Election which was called at short notice. This meant that the new arrangements introduced by the Elections Act 2022, and the cross-border arrangements put in place with Conwy and Denbigh councils due to boundary changes, had to be implemented in practice for the first time. The Count was also held in Porthmadog for the first time.

Next steps

Implement the work programme.

Risks

Failure to fulfil the requirements for elections but the risk assessment shows that there is an acceptable status to fulfil these requirements.

Timetable

In accordance with the schedule in the work programme.

6.2 We will undertake a Statutory Community Review process collecting data, conducting initial engagements and reporting to the Council the results of the process, with recommendations

What has been achieved?

Following initial information collection and extraction and engagement a report was submitted to the Full Council which approved the intention and terms of reference to undertake a community review and review of electoral arrangements in parallel.

Next steps

The first consultation period has ended. We are stockpiling the responses to develop draft proposals.

Risks

Failure to conduct a review in accordance with the statutory requirement but the risk assessment shows that there is an acceptable status to fulfil these requirements.. There is a slip as a result of the General Election in July this year but it is anticipated that this will not affect our ability to complete the process in a timely manner.

Timetable

A report with draft proposals will be submitted to the Full Council in March 2025 before those proposals are consulted. It is intended to submit the final recommendations for approval by the Full Council in July 2025.

6.3 We will conduct a Polling Place Review.

What has been achieved?

Polling place review is an ongoing process and each election gives us the opportunity to assess the suitability of our stations and consider if more suitable locations are available. However, a statutory review is required every five years. The most recent review took place between September and November 2024 and a report was submitted to Full Council in December 2024, which approved the outcome of the review.

6.4 Welsh Government Auto Registration Pilot Scheme

What has been achieved?

We have volunteered to be one of the authorities taking part in the scheme. Following delays due to the elections negotiations have resumed between the authorities, The Welsh Government and providers of the electronic electoral systems to create the pilot scheme.

Risks

While the basic project element (data matching and registration) seems achievable at the moment, the data source engagement and development elements would require an additional

staff resource. Funding is available from the Welsh Government but we will not proceed with the full scheme without assurances of a suitable resource. The scheme is also dependent on changes to existing legislation.

Timetable

The Welsh Government intends to run the pilot between January and December 2025.

7. CORONER'S SUPPORT

7.1 We will continue to provide resources to support and enhance the support available to the Coroner

What we've been doing, examples :

1. Strengthen admin support by increasing the issues that Admin Tim can deal with
1. Change of payment of jurors and witnesses at inquests
1. Preparing a risk assessment for inquests and the work of the Coroner in general
1. Set up a process to transfer documents to the Council Records Centre and then to the Archives.

8. Risk/Service Position

- Contributing to regional work, recognising that this risk situation is subject to further review

8. Views of the Statutory Officers

8.1 Chief Finance Officer

"I forecast that the net expenditure of the services will be within their budget this year. I have no further comments from the perspective of financial propriety."

8.2 Monitoring Officer

Author of the report

