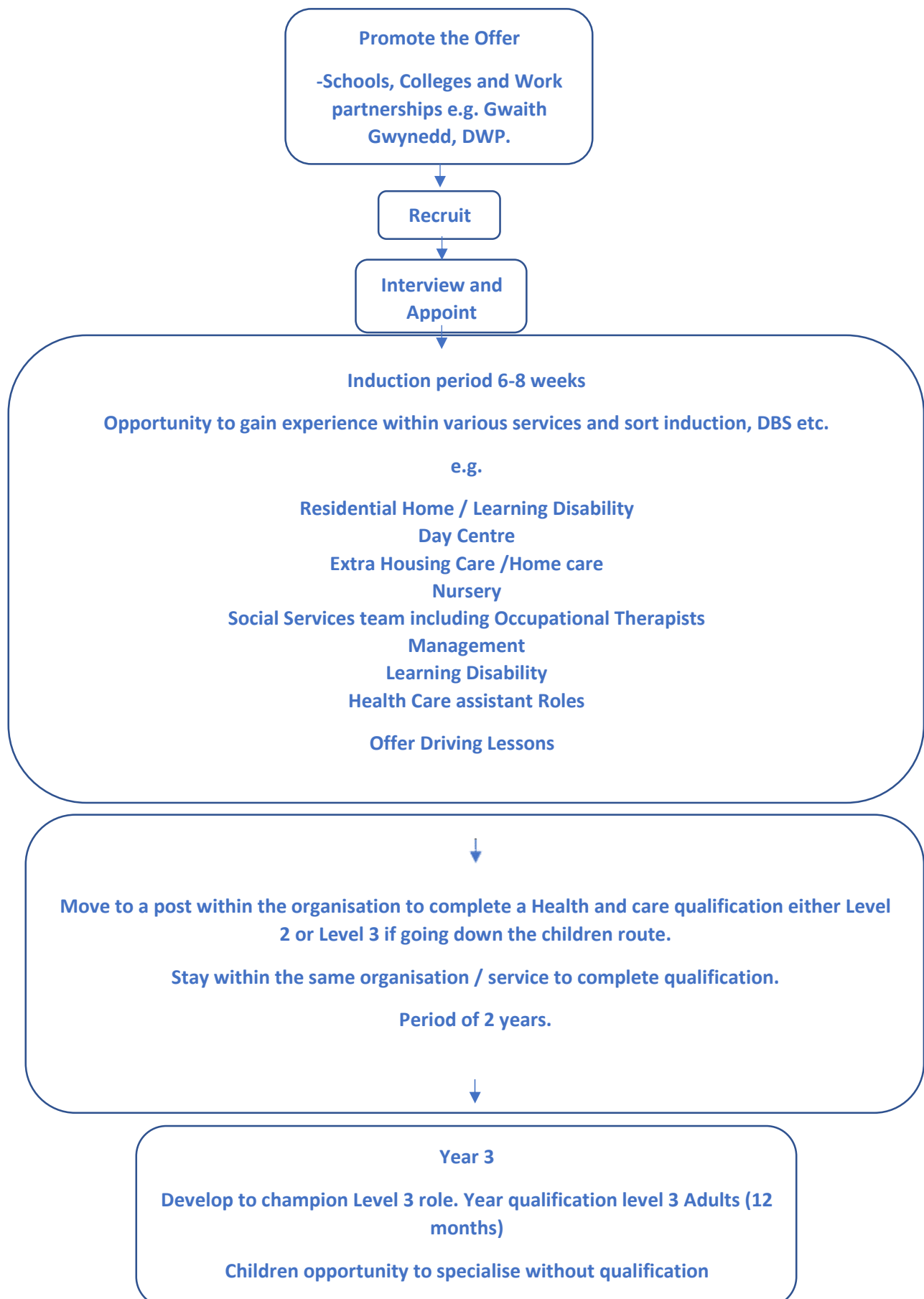
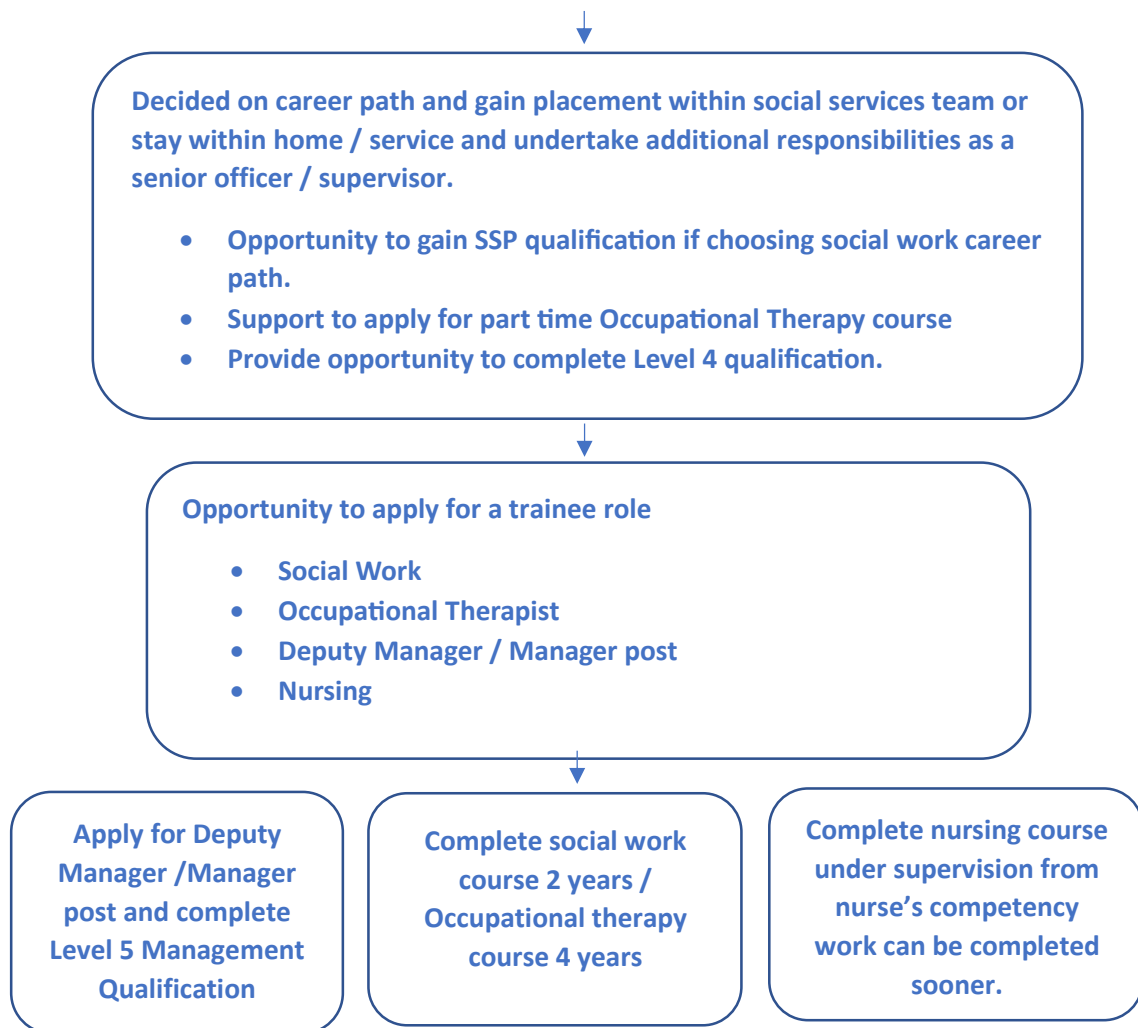


Appendix A – Care Academy

Care Academy Flow Chart





Appendix B- Site masterplan and vision

At a Cyngor Gwynedd Cabinet meeting held on 26th May 2020 the proposed transfer of the commitments of the Polish Housing Association to ClwydAlyn Housing Association for the continuation of services at the Penrhos site was supported. Previously on 18th February 2020 Cyngor Gwynedd Cabinet had approved an application by ClwydAlyn Housing Association to operate in Gwynedd.

The Penrhos site offers a number of opportunities and there has been a tradition of providing care on site since the end of the Second World War. The main limitation in continuity of service was that the quality of the buildings was unsuitable and incompatible with modern requirements. In many respects the original vision of providing a range of services on the care pathway, in one location was extremely progressive and a precursor to the extra care housing schemes that have developed recently.

During 2019 the Welsh Government Housing Regulators highlighted a number of governance risks in terms of the viability of the Polish Housing Association and outlined the challenges in the [Polish Housing Society regulatory judgement report 2019](#). Welsh Government declared concern that the Polish Housing Association did not have adequate financial resources to improve the condition of the buildings in order to comply with the expected quality standards. During the same period the [Care Inspectorate Wales report](#) highlighted a need to invest in maximising standards within the care home.

Having spent time searching for a solution and evaluating various possibilities the Polish Housing Association Board decided at a meeting on the 2nd of May 2020 that they could not continue to maintain the services and to transfer the site to ClwydAlyn Housing Association to avoid the risk of bankruptcy. On the 12th of September 2020 all the obligations of the Polish Housing Association transferred to ClwydAlyn Housing Association. This included 93 sheltered apartments and a Care / Nursing Home (42 beds).

With the support of Gwynedd Council and Betsi Cadwaladr Health Board, Welsh Government were able to safeguard the future of the site as a whole. Although there was an effort to safeguard the long-term future of the care home it became clear that it would not be possible to maintain a home in the long term, but it was successful to ensure an orderly closure of the home and limited impact on individuals and their families. On the 7th of December 2020 the home was closed after identifying suitable locations of choice for all residents.

As part of the transfer ClwydAlyn Housing Association has confirmed a willingness to offer a 2.2acre piece of land on the site to Cyngor Gwynedd free of charge to consider possibilities for the provision of a care home.

The Sheltered Housing on site is now being run by ClwydAlyn Housing Association as part of their Extra Care provision and they are looking at an investment programme to redevelop the units to ensure they meet standards and meet the local need.

There is recognition that an existing supply of care beds particularly nursing beds in the Llŷn area is inadequate, and that existing provision is fragile and limited. As commissioners, Cyngor Gwynedd and BCUHB know that there is no suitable supply in the area and that it was unlikely that the open market would fill the gap.

During the last 5 years the Penrhos Care Home had become an important resource for the local community particularly the nursing care. The nearest nursing provision is located in Criccieth, but many families are facing further travel due to specialist requirements and some are having to seek placements beyond Gwynedd's borders.

Since closing ClwydAlyn Housing Association, Gwynedd Council and Betsi Cadwaladr have continued to work together to investigate the possibility of providing high quality care and accommodation services in a sustainable way and are keen to consider models that would have the potential to transform the model of care over time.

Penrhos Home were the last providers of nursing in the Llŷn area, and it is unlikely that the independent sector will develop in the area. There is therefore concern about the ability to secure this type of provision locally and that it will weaken family contact.

The Penrhos site offers further opportunities to look at new approaches and the future delivery of care and health services.

The vision and masterplan for the whole site can be seen here - [Penrhos Polish Village - A New Vision by ClwydAlyn - Issuu](#)

Appendix C - Benefits Workshop Approach

A benefits realisation map or benefits logic map aims to demonstrate the logical, causal sequence of activity enables realisation of benefits and the achievement of investment and strategic objectives. Benefits mapping helps to highlight challenges to be addressed as well as demonstrate what success looks like. Driven by the 'so what?' line of question, benefits mapping effectively identifies the ultimate or end benefits to be achieved. Defined as a 'measurable improvement' a benefit provides the opportunity to measure the impact of an initiative.

Benefits Categorisation

A further detailed review of post-2022 national and local policies, transformation strategies and business plans were undertaken to test the continued relevance of current benefits and to identify additional benefits. This activity yielded a revised benefits map that included a wider range of benefits with new benefits highlighted and classified as either Cash Releasing Benefits (CRB), Non-Cash Releasing Benefits (NCRB) or Qualitative Benefits (QB). These are generally standard category of benefits defined as:

- Cash-Releasing Benefits (CRB) are where money can be reallocated, or value removed from budgets
- Non-Cash-Releasing Benefits (NCRB) are efficiency savings, but don't release money back to budgets. These are opportunity costs, like staff time saved, which have a value, but don't release money back to budgets
- Societal Benefits (SB) are wider benefits to patients or the public
- Qualitative Benefits (QB) are non-financial benefits

These benefit categories are based on the HM Treasury Green Book. The benefits categorisation provided is intended to guide any current or future endeavour to re-categorise portfolio benefits. The benefits mapping was shared with all partners who reviewed it and offered feedback on credibility and feasibility of benefits. In general, it is important to always highlight that the credibility and feasibility of benefits should rightly be subject to constant iteration and review. This is in line with standard benefits methodology and is a common feature of benefits management where benefits are expected to be periodically reviewed and

Thematic Breakdown of Benefits

The ambition of Penrhos and the utility it aims to provide addresses extensively, the various current and future socioeconomic challenges, opportunities and needs which have been detailed and analysed above. Indeed, these are all challenges, opportunities and needs that have been identified at a national, regional, and local level as identified in the equally various policies, strategies and business plans developed by government, local authority, health and care, business, and academic stakeholders. The Political, Economic, Social, Technological, Environmental and Legal (PESTLE) factors included in the benefits map have been emphasised throughout the strategic case. These provide the Penrhos care home context and highlight the challenges and opportunities that the preferred way forward will address or exploit through development of care and nursing capabilities which in turn will yield a range of desirable outcomes resulting in realisation of the benefits identified. These benefits are of a predominantly health orientation. This is not an unexpected position given that state of health is often the end benefit of most health and social care intervention. The availability of health performance data such as Hospital Episodes Statistics (HES) data compared to social care activity data also makes health benefits the default and more trackable choice of benefits. Furthermore, the discipline of benefits realisation is more established in healthcare than it is in social care. Nevertheless, every effort is being undertaken to sufficiently identify social care benefits.

The intended benefits can be broken by theme as follows:

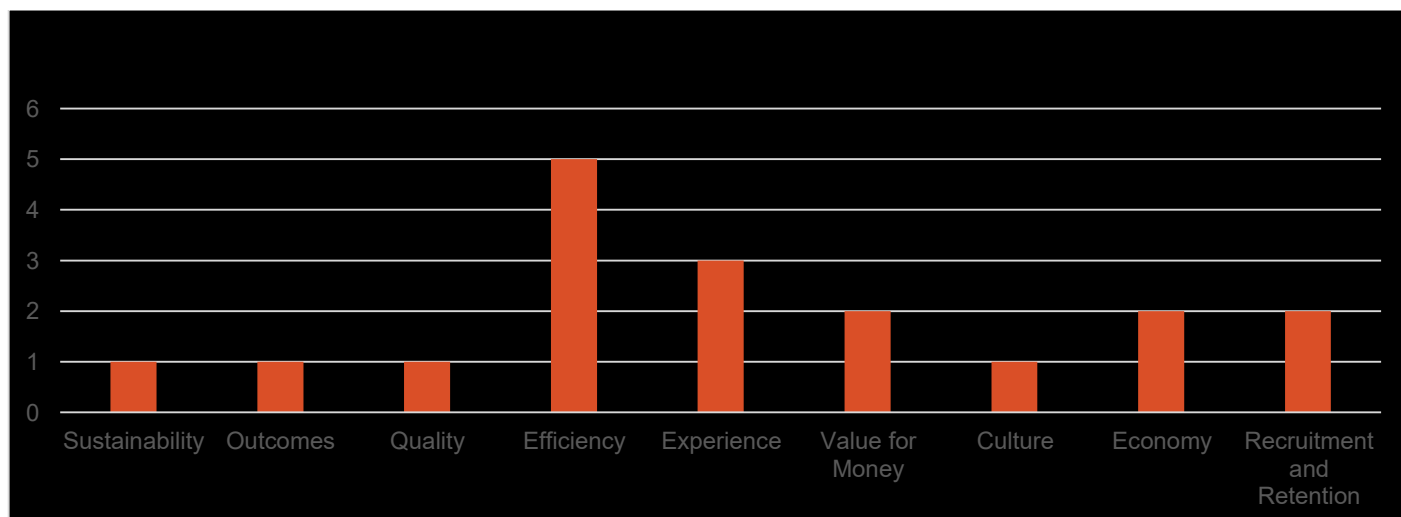


Figure 1: Benefits by theme

Penrhos benefits demonstrate a greater emphasis on doing things better (efficiency) as well as perceived care experience in addition, notably to value for money and economic development. The overall balance of benefits in terms of CRB, NCRB, QB and SB is as follows:

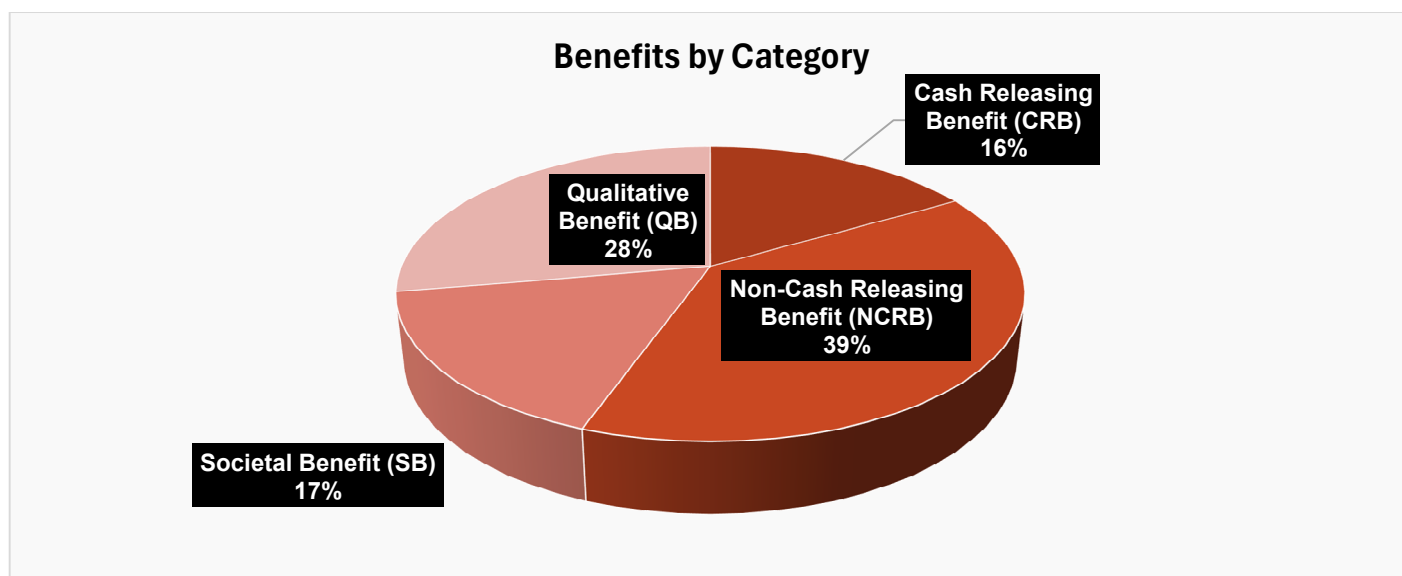


Figure 2: Benefits by category

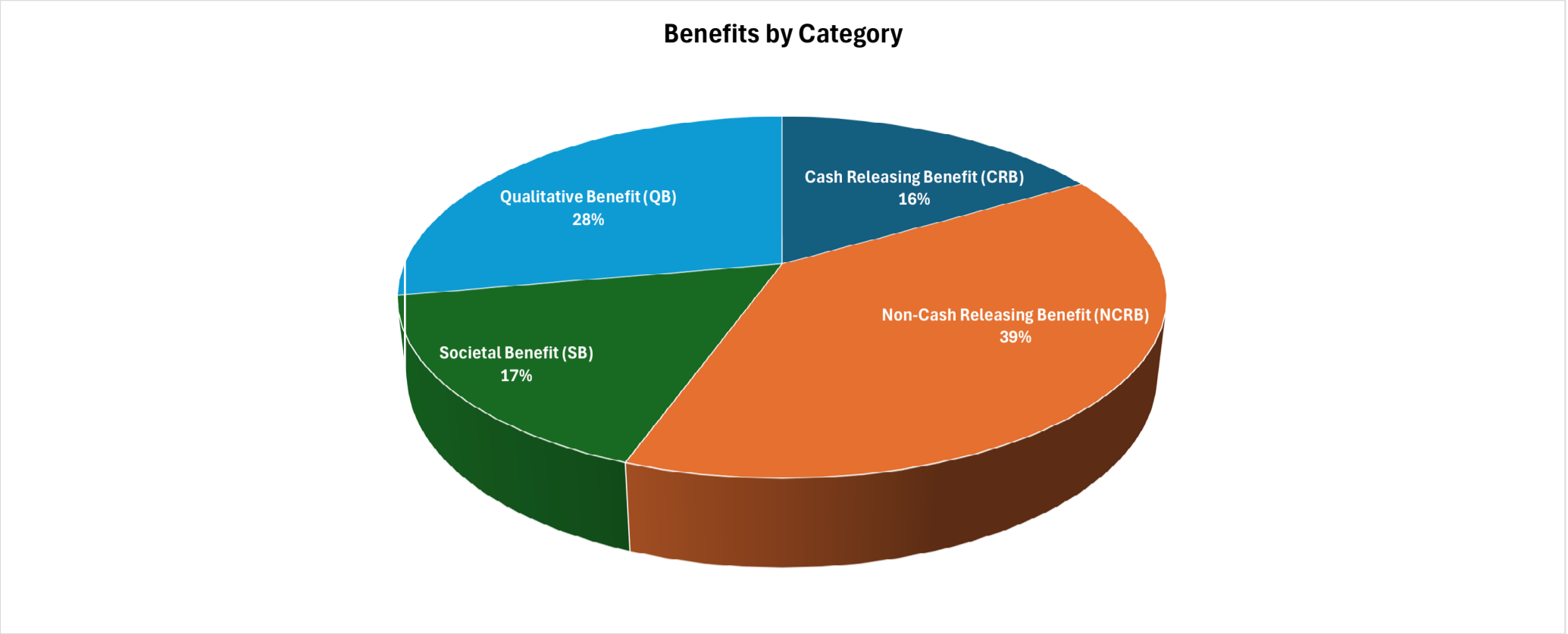
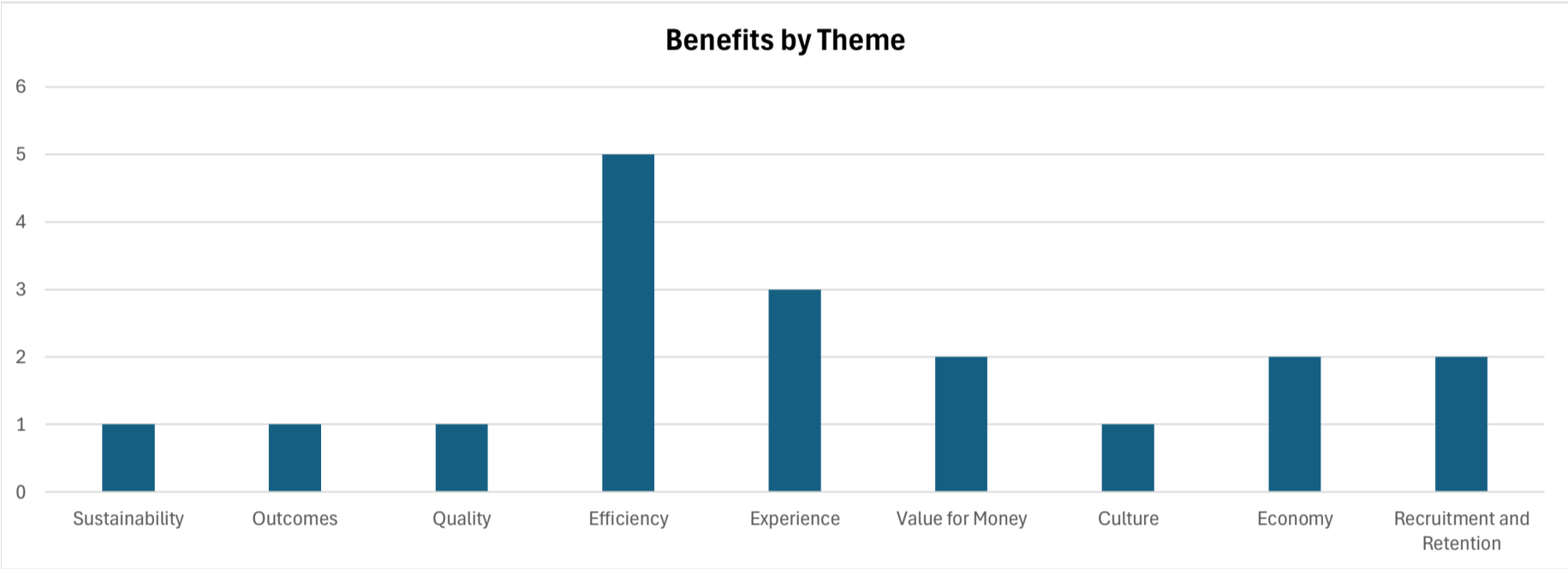
Benefits by investment Objective

This project holds a healthy representation of benefits across all categories. The benefits and outcomes suggested above are subject to continuous review by Subject Matter Experts (SME) or area leads with much room for these to be added to, adjusted, or withdrawn. This forms an integral part of benefits profiling, an equally continuous and iterative undertaking. To further solidify the strategic rationale for Penrhos it is important to demonstrably align benefits with the agreed investment objectives as shown below.

Benefits by Investment Objectives	CRB	NCRB	SB	QB	TOTAL
1. To support the rebalancing of the residential and nursing care market (for the Gwynedd area) by increasing delivery from the public / not for profit sector focused on delivering person centred outcomes for all.	0	1	0	1	2
2. To support the provision of care closer to home by improving the accessibility of residential and nursing care, ensuring provision of services in the Welsh language.	0	0	0	2	2
3. To support sustainability of local residential and nursing care provision through a collaborative, partnership approach which will integrate with the wider spectrum of care delivered from the Penrhos site.	1	4	0	1	6
4. To develop an innovative workforce model that will support the long-term health and social care sector with the potential for application in other areas of North Wales and create opportunities for training through Welsh language.	0	2	0	1	3
5. To ensure purposefully designed accommodation which will meet the care needs of individuals both now and into the future.	0	0	1	0	1
6. To deliver value for money through the efficient use of resources and delivery of environmentally sensitive accommodation that is carbon neutral.	2	0	2	0	4
TOTAL	3	7	3	5	18

Table 1: A table showing benefits by investment objectives


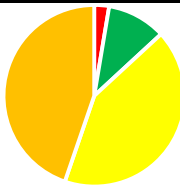
Benefits by Investment Objectives					
	CRB	NCRB	SB	QB	TOTAL
1. To support the rebalancing of the residential and nursing care market (for the Gwynedd area) by increasing delivery from the public / not for profit sector focused on delivering person centred outcomes for all.	0	1	0	1	2
2. To support the provision of care closer to home by improving the accessibility of residential and nursing care, ensuring provision of services in the Welsh language.	0	0	0	2	2
3. To support sustainability of local residential and nursing care provision through a collaborative, partnership approach which will integrate with the wider spectrum of care delivered from the Penyberth, Penrhos site.	1	4	0	1	6
4. To develop an innovative workforce model that will support the long term health and social care sector with the potential for application in other areas of North Wales and create opportunities for training through Welsh language.	0	2	0	1	3
5. To ensure purposefully designed accommodation which will meet the care needs of individuals both now and into the future.	0	0	1	0	1
6. To deliver value for money through the efficient use of resources and delivery of environmentally sensitive accommodation that is carbon neutral.	2	0	2	0	4
TOTAL	3	7	3	5	18



Benefits by Priority (assumed)

P1	Greater immediate control. Impact likely to be felt sooner.	PB2	Improved Health Outcomes	Non-Cash Releasing Benefit (NCRB)	Early Realisation
		PB3	Better care quality	Qualitative Benefit (QB)	
		PB6	Increased patient satisfaction	Qualitative Benefit (QB)	
		PB7	Increased public satisfaction	Qualitative Benefit (QB)	
		PB10	Reduced Pathway of Care Delays	Non-Cash Releasing Benefit (NCRB)	
		PB11a	Reduced LA and CHC costs	Cash Releasing Benefit (CRB)	
		PB11b	Reduced revenue costs	Cash Releasing Benefit (CRB)	
		PB17	Increased staff satisfaction	Qualitative Benefit (QB)	
		PB16	Staff recruitment retention improved	Non-Cash Releasing Benefit (NCRB)	
		PB1	Energy efficiency and reduced carbon	Societal Benefit (SB)	
P2	Less immediate control. May take longer for impact to be felt. Possible tenuous attribution.	PB4	Reduced hospital admissions	Non-Cash Releasing Benefit (NCRB)	Medium Realisation
		PB5	Reduced re-admissions	Non-Cash Releasing Benefit (NCRB)	
		PB8	Reduction in length of stay	Cash Releasing Benefit (CRB)	
		PB13	More jobs	Societal Benefit (SB)	
		PB15	Increased health and care skills	Non-Cash Releasing Benefit (NCRB)	
		PB9	Reduced Did Not Attend (DNA)	Qualitative Benefit (QB)	
		PB14	Enhanced cultural heritage	Qualitative Benefit (QB)	
P3	Even less control. Impact likely to be felt over a longer period of	PB12	Growth of local economy	Societal Benefit (SB)	Late Realisation

APPENDIX E - Costed Risk Register

Penrhos, OBC Stage Risk Register										<table><tr><th colspan="3" rowspan="2"></th><th colspan="5">Likelihood</th></tr><tr><th>1</th><th>2</th><th>3</th><th>4</th><th>5</th></tr><tr><th colspan="3"></th><th>Rare</th><th>Unlikely</th><th>Possible</th><th>Likely</th><th>Almost certain</th></tr><tr><th rowspan="5">Impact</th><td>5</td><td>Catastrophic</td><td>5</td><td>10</td><td>15</td><td>20</td><td>25</td></tr><tr><td>4</td><td>Major</td><td>4</td><td>8</td><td>12</td><td>16</td><td>20</td></tr><tr><td>3</td><td>Moderate</td><td>3</td><td>6</td><td>9</td><td>12</td><td>15</td></tr><tr><td>2</td><td>Minor</td><td>2</td><td>4</td><td>6</td><td>8</td><td>10</td></tr><tr><td>1</td><td>Insignificant</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr></table>									Likelihood					1	2	3	4	5				Rare	Unlikely	Possible	Likely	Almost certain	Impact	5	Catastrophic	5	10	15	20	25	4	Major	4	8	12	16	20	3	Moderate	3	6	9	12	15	2	Minor	2	4	6	8	10	1	Insignificant	1	2	3	4	5
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Green	10		Green	17																																																																				
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Risk No.	Risk Description		Classification			Risk Owner	Main Category	Risk Cost	Risk Countermeasures	Post Mitigation			Actioned by	Risk Status	Cost Type	Risk Adjusted Cost
	If...	Then...	Likelihood of Occurrence	Potential Impact	Risk Exposure Score					L	I	S				
1	It is not possible to recruit the required quantity or quality of care staff	the new facility will not be able to operate at full capacity/ will bear the cost of agency staff	4	5	20	Shared	Operational	£ 150,000	A workforce subgroup is currently exploring a potential model. There is an opportunity here to ensure that nursing placements within care homes become a more integral part of the career of nursing staff. The Health and Care Academy may go someway to mitigating this issue, regardless mitigation built into the scheme via dialogue with wider stakeholders to provide early warning of any shortfalls.	2	2	4		No Change	Revenue (PA)	£ 120,000
2	It is not possible to recruit the required quantity or quality of nursing staff	the new facility will not be able to operate at full capacity/ will bear the cost of agency staff	4	5	20	Shared	Operational	£ 200,000	The Council has assessed the availability of nursing staff, alongside communications with training providers, which are increasing in line with the growing certainty that the scheme will proceed.	2	2	4		No Change	Revenue (PA)	£ 160,000
3	It is not possible to recruit staff with the skill sets for catering and ancillary services	the new facility will not be able to operate at full capacity/ will bear the cost of agency staff	2	5	10	Shared	Operational	£ 50,000	There is continued assessment by the Council of the availability of nursing staff, alongside communications with training providers, which are increasing in line with the growing certainty that the scheme will proceed.	2	2	4		No Change	Revenue (PA)	£ 20,000
4	Capital funding cannot be secured from the IRCF	the scheme will not proceed.	3	5	15	Council	Financial	£ 500,000	The Penyberth, Penrhos project has been included on the Regional Funding Requirement list, and regular conversations with the Welsh Government have highlighted the need.	2	5	10		No Change	Revenue (PA)	£ 300,000
5	There is destabilisation within the currently relied upon independent sector for nursing care provision	unanticipated demand could fall to the public sector due to the failure of the independent sector	2	4	8	Shared	Operational	£ 500,000	A robust communication and engagement plan is in place to ensure that local care home providers are fully engaged and any unintended consequences are explored and mitigation put in place.	2	2	4		No Change	Revenue (PA)	£ 160,000
6	The Penrhos site is no longer available for use/ development	an alternative currently unidentified site will have to be acquired	1	5	5	Council	Financial	£ 750,000	A site has already been identified for the care home following an assessment of available land on the Penyberth, Penrhos site, which is now owned by Clwyd Alyn and is of suitable size to meet the accommodation needs of the care home project. Heads of Terms have been agreed between Cyngor Gwynedd and Clwyd Alyn regarding the 2-acre site.	1	5	5		No Change	Capital (Total)	£ 150,000

Risk No.	Risk Description		Classification			Risk Owner	Main Category	Risk Cost	Risk Countermeasures	Post Mitigation			Actioned by	Risk Status	Cost Type	Risk Adjusted Cost
	If...	Then...	Likelihood of Occurrence	Potential Impact	Risk Exposure Score					L	I	S				
7	A cost neutral solution (in terms of revenue) cannot be delivered, or alternative funding be secured	affordability will not be proven at FBC stage and the scheme will not progress	3	5	15	Shared	Financial	£ 500,000	Agreement of Heads of Terms to be concluded following submission of the OBC	2	4	8		No Change	Capital (Total)	£ 300,000
8	The anticipated demand for such a facility is not met	there will be revenue implications as a result of underutilisation	1	3	3	Council	Financial	£ 150,000	The catchment area will be expanded to meet the facility's capacity. PNA and MSR update will be considered as part of the OBC.	1	1	1		No Change	Revenue (PA)	£ 18,000
9	A partnership agreement between the Council and Health Board is not reached	the scheme will not go ahead and there will be significant abortive costs	1	5	5	Shared	Financial	£ 500,000	The Heads of Terms principles are already in place and will be finalised following the completion of the OBC. Proactive communication between senior members of the stakeholder organizations will be increased.	1	5	5		No Change	Capital (Total)	£ 100,000
10	There is a delay to receipt of funding from WG	capitalised staff costs and inflation for works and services will increase the overall outturn cost for the scheme	3	4	12	Council	Financial	£ 1,000,000	Maintain a cross-stakeholder working group to ensure, where possible, a smooth and robust FBC process. Arrange a pre-FBC engagement session with the assessors to agree on the proportionality of the business case and avoid, where possible, clarifications and requests for further information.	2	3	6		No Change	Capital (Total)	£ 480,000
11	Competing priorities within key stakeholders organisations cause delay to delivery of the scheme	capitalised staff costs and inflation for works and services will increase the overall outturn cost for the scheme	1	3	3	Shared	Reputational	£ 250,000	The Programme Board meets on a monthly basis, comprising senior officers from CG, CA, and BCUHB. Further sub-groups will be established to address operational matters, communication, design, and construction.	1	2	2		No Change	Capital (Total)	£ 30,000
12	Steady state KPIs in relation to occupancy levels and income collection are not maintained	there will be a loss of revenue	1	3	3	Shared	Operational	£ 400,000	KPI to be agreed and allocations criteria and income collection arrangements are already in place.	1	3	3		No Change	Revenue (PA)	£ 48,000
13	Performance of the professional team is not to the required level	there will be a delay in care provision	1	2	2	Council	Financial	£ 50,000	Utilise robust Service Level Agreements and actively monitor progress.	1	1	1		No Change	Capital (Total)	£ 4,000
14	There is a lack of community support or even negative integration with the community	there will be greater risk of challenge in public consultation and potentially higher professional fees	2	2	4	Shared	Reputational	£ 75,000	Maintain community engagement arrangements and actively promote the collection of feedback.	1	2	2		No Change	Capital (Total)	£ 12,000
15	The cost of materials increases above predicted inflation included within the FCB	The scheme may become unaffordable post grant confirmation	2	4	8	Council	Financial	£ 500,000	Monthly updates from the scheme cost manager will be provided to the project team, with a clear escalation path in place for situations requiring additional funds or value engineering beyond delegated authority.	2	2	4		No Change	Capital (Total)	£ 160,000
16	Adverse weather conditions	a force majeure event under the construction contract may result in additional preliminary costs	1	3	3	Council	Financial	£ 75,000	Ensure that Force Majeure items are clearly defined in the draft contract documents.	1	2	2		No Change	Capital (Total)	£ 9,000

Risk No.	Risk Description		Classification			Risk Owner	Main Category	Risk Cost	Risk Countermeasures	Post Mitigation			Actioned by	Risk Status	Cost Type	Risk Adjusted Cost
	If...	Then...	Likelihood of Occurrence	Potential Impact	Risk Exposure Score					L	I	S				
17	A lower level of funding is granted than that requested in the grant applications	the scheme may require borrowing to become affordable	3	5	15	Council	Financial	£ 4,000,000	Maintain communications lines with Welsh Government	3	5	15		No Change	Capital (Total)	£ 2,400,000
18	The appointed contractor preforms poorly	there may be delays to receiving the finished facility to the required quality (delay to handover)	2	4	8	Contractor	Delivery	£ 50,000	Develop a well planned management case to include performance metrics aligned to the chosen framework KPIs.	2	4	8		No Change	Revenue (PA)	£ 16,000
19	There is contaminated ground materials found on site	there may be additional remediation costs not allowed for in the scheme budget	2	5	10	Council	Delivery	£ 150,000	Detailed surveys to be undertaken as part of the contract work to quantify the potential impact.	2	3	6		No Change	Capital (Total)	£ 60,000
20	There is a lack of labour availability in the region	there will a potentially higher cost proposed by the contractor to deliver the scheme	2	3	6	Shared	Delivery	£ -	Pre tender market engagement undertaken for feedback.	2	2	4		No Change	Capital (Total)	£ -
21	There is a lack of available materials in the market	there could be potential delays to the scheme, or increase in costs	1	2	2	Shared	Delivery	£ -	Pre tender market engagement undertaken for feedback.	1	1	1		No Change	Capital (Total)	£ -
22	Equipment costs exceed equipment budget	the scheme may require borrowing/ alternative funding to become affordable	3	3	9	Shared	Financial	£ 300,000	Ensure costs and budgets are regularly reviewed and compared. Engage in active pre-market discussions with suppliers prior to the tendering process. Maintain active engagement with NHS procurement consortium arrangements.	2	2	4		No Change	Capital (Total)	£ 108,000
23	An agreeable solution cannot be submitted for planning in a timely manner	there will be a programme delay and potentially additional design fees	2	3	6	Council	Delivery	£ 75,000	Early engagement	2	3	6		No Change	Capital (Total)	£ 18,000
24	One or more of the partners exits the scheme	the project will not take place and there will be exposure to staff costs and professional fees	1	5	5	Shared	Delivery	£ 300,000	Maintain close communication at regular intervals, with clear methods for escalating issues.	1	5	5		No Change	Capital (Total)	£ 60,000
25	The authority fails to administer the construction contract effectively	there is an increased likelihood of compensation events	1	2	2	Council	Delivery	£ 50,000	Appoint and actively monitor the contract administrator.	1	2	2		No Change	Capital (Total)	£ 4,000
26	There is a change in senior members of the client team	there may be a change in priorities causing abortive work and delays	2	2	4	Shared	Delivery	£ 100,000	Ensure that robust terms of reference are in place for all client working groups.	2	1	2		No Change	Capital (Total)	£ 16,000
27	Stakeholders requirements for the facility change	there may be abortive fees and potentially works	2	3	6	Shared	Delivery	£ 500,000	Ensure thorough engagement with the design team from all stakeholders.	2	2	4		No Change	Capital (Total)	£ 120,000
28	A soft landings plan is not well developed	use of the scheme to its full potential may be impeded	1	1	1	Shared	Operational	£ 25,000	Develop a soft landing approach for approval at least six months prior to practical completion.	1	1	1		No Change	Capital (Total)	£ 1,000
29	A contracting partner is not procured in a timely manner	there will be a delay in the scheme delivery	2	2	4	Council	Delivery	£ 100,000	Ensure the procurement team is briefed and has the necessary capacity to carry out the procurement.	1	2	2		No Change	Capital (Total)	£ 16,000

Risk No.	Risk Description		Classification			Risk Owner	Main Category	Risk Cost	Risk Countermeasures	Post Mitigation			Actioned by	Risk Status	Cost Type	Risk Adjusted Cost
	If...	Then...	Likelihood of Occurrence	Potential Impact	Risk Exposure Score					L	I	S				
30	Internal resource capacity cannot meet the demands of the scheme	there may be delays in project delivery	2	3	6	Shared	Delivery	£ 100,000	Ensure contingency arrangements are in place to backfill the available staff.	1	3	3		No Change	Capital (Total)	£ 24,000
31	External resource capacity cannot meet the demands of the scheme	there may be delays in project delivery	1	3	3	Shared	Delivery	£ 100,000	Ensure contingency arrangements are formalised as part of the tendering process and are formally documented.	1	2	2		No Change	Capital (Total)	£ 12,000
32	Governance forums take additional time than anticipated	there will be delays in entering into contract	2	3	6	Shared	Delivery	£ 150,000	Ensure the content and proportionality are pre-agreed with the decision-making forums.	1	3	3		No Change	Capital (Total)	£ 36,000
33	Parties administering the grant funding delay the award	Tendered prices from the market may be lost	3	4	12	Shared	Delivery	£ 350,000	Take a proactive approach with the Welsh Government prior to drafting the FBC to ensure a 'no surprises' approach, reducing the need for clarifications and potential requests for additional information.	2	4	8		No Change	Capital (Total)	£ 168,000
34	Services/ Utilities capacities are not adequate for the proposed scheme	additional cost exposure to infrastructure upgrades will be needed	2	4	8	Shared	Financial	£ 250,000	Undertake the necessary surveys at the earliest convenience.	1	4	4		No Change	Capital (Total)	£ 80,000
35	Unexploded ordnance is found on site, considering a previous WW2 era munitions factory	there may be a limited delay to the construction programme	2	2	4	Council	Delivery	£ 25,000	Undertake the necessary surveys at the earliest convenience.	2	1	2		No Change	Capital (Total)	£ 4,000
36	Greater levels of sustainable urban drainage are imposed on the scheme	There will be an increase in costs of the physical works and professional fees	2	1	2	Council	Financial	£ 75,000	Ensure civil engineers are brought on board and involved in discussions with the local planning authority.	1	1	1		No Change	Capital (Total)	£ 6,000
37	There are legislative changes prior to entering into the construction contract (such as provision of care or space standards)	additional costs may be placed on the scheme to accommodate imposed changes	2	2	4	Shared	Financial	£ 250,000	Maintain horizon scanning for emerging legislation from both the Welsh and UK Governments.	2	2	4		No Change	Capital (Total)	£ 40,000
38	The scheme receives a legal challenge or judicial review	there may be additional staff costs and professional fees	1	4	4	Shared	Financial	£ 50,000	Ensure robust project management to mitigate the risks of procedural issues.	1	2	2		No Change	Capital (Total)	£ 8,000

£ 7,575,000

£ 3,366,000

APPENDIX F - PENRHOS REVENUE ESTIMATES (Based on 2025/26 estimates)

	56 beds
Staff	3,213,840
Other	242,989
Central costs	72,248
Rental income	-40,222
TOTAL	3,488,855

Depreciation 385,000 wholly funded by Welsh Government

NURSING CARE INCOME			92% occupancy			90% occupancy			80% occupancy			70% occupancy		
			Weekly			Weekly			Weekly			Weekly		
Bed Numbers	% funded through CHC / FNC		Number of beds	rate 2025-26	Income	Number of beds	rate 2025-26	Income	Number of beds	rate 2025-26	Income	Number of beds	rate 2025-26	Income
CHC funded clients - Dementia	8	47%	4	1,343	275,072	4	1,343	269,808	3	1,343	243,485	3	1,343	217,162
CHC funded clients - General	16	48%	8	1,217	478,919	7	1,217	469,170	7	1,217	420,425	6	1,217	371,680
FNC funded clients - Dementia	8	40%	3	224.26	39,103	3	224.26	38,355	3	224.26	34,613	3	224.26	30,871
FNC funded clients - General	16	44%	7	224.26	80,882	7	224.26	79,236	6	224.26	71,003	5	224.26	62,771
Jointly funded - Dementia nursing beds	8	13%	1	751	42,566	1	751	41,751	1	751	37,678	1	751	33,605
Jointly funded - general nursing beds	16	8%	1	623	40,829	1	623	39,998	1	623	35,842	1	623	31,687
					957,372			938,318			843,047			747,776
1:1 care (2 patients @ 12 hrs a day)			2	28.22	247,208	2	28.22	247,208	2	28.22	247,208	2	28.22	247,208
					1,204,580			1,185,526			1,090,255			994,984

RESIDENTIAL CARE INCOME			92% occupancy			90% occupancy			80% occupancy			70% occupancy		
			Weekly			Weekly			Weekly			Weekly		
	Bed Numbers		Number	rate	Income	Number	rate	Income	Number	rate	Income	Number	rate	Income
			of beds	2025-26		of beds	2025-26		of beds	2025-26		of beds	2025-26	
Residential Dementia	32	53%	16	1,044	878,248	16	1,044	859,783	14	1,044	767,457	12	1,044	675,131
Client contributions - residential Dementia	32	47%	14	1,044	778,823	14	1,044	762,449	13	1,044	680,575	11	1,044	598,701
FNC funded clients - Dementia nursing (care element)	8	40%	3	1,278	222,840	3	1,278	218,575	3	1,278	197,251	3	1,278	175,926
FNC funded clients - General nursing (care element)	16	44%	7	1,021	368,237	7	1,021	360,741	6	1,021	323,261	5	1,021	285,782
Jointly funded - Dementia nursing beds	8	13%	1	751	42,566	1	751	41,751	1	751	37,678	1	751	33,605
Jointly funded - general nursing beds	16	8%	1	623	40,829	1	623	39,998	1	623	35,842	1	623	31,687
					2,331,543			2,283,296			2,042,064			1,800,832
TOTAL INCOME					3,536,122			3,468,822			3,132,319			2,795,816
TOTAL EXPENDITURE					3,488,855			3,488,855			3,488,855			3,488,855
SURPLUS / (DEFECIT)					47,267			-20,033			-356,536			-693,039

Residential Dementia beds - currently paying an average fee of £1,044 for residential dementia beds

General nursing beds - currently paying an average fee of £1,021 for nursing beds

Dementia nursing beds - currently paying an average fee of £1,278 for nursing dementia beds

Appendix G - Estimated Capital costs of Penrhos Care Home Project

Name of Project:		Care Home, Penyberth, Penrhos		Care Home, Penyberth, Penrhos	
Date of estimated costs:		February 2024		March 2025	
Cost elements	New Build Care Home	Notes		New Build Care Home	
		Land to be transferred from Clwyd Alyn to CG			
Site aquisition	£0			£0	
Access road to the site	Included in construction costs			Included in construction costs	
Improvements to the highways	£0	Part of the wider site		£0	
Car park	£150,000			£0	
Construction	£11,800,000	Figure provided by Wakemans (Feb 2024)		£15,410,000	
Archeology	£25,000			£0	
Biodiversity	£25,000			£0	
Unusual costs e.g. landscape, land quality	£200,000	The current site is on a slope		£0	
Unusual service/drainage charges	£75,000			£0	
Renewable energy	Included in construction costs			Included in construction costs	
Unusual costs BREEAM	Included in construction costs			Included in construction costs	
Furniture & Equipment	£250,000			£500,000 Based on Plas y Bryn OBC	
Statutory and Professional fees	£1,344,750	@11%		1,078,700	7%
Project Risk Allowance	£0			1,155,750	7.5%
Inflation uplift	£1,833,750	@ 15%		£932,652	5.63%
Project Contingency / Optimism Bias / Risks	£2,080,463	@ 15%		557,313	3.0%
Total cost estimate	£17,783,963			£19,634,415	

APPENDIX H - BREEAM Tracker

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Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation
Fully Fitted

Design Stage Credit Tracker

10th September 2025

V6.0

McCann Sustainability - McCann and Partners

McCann
and partners

Consulting Engineers

Penrhos Care Home, Llanbedrog
Design Stage Credit Tracker

RIBA Stage

Key Completion Dates

Project Number:	7596
Report Issue:	V6.0
BRE Reference:	BREEAM-0129-7233
Originator:	Virginia Clement
GIA (m ²):	4,781
NIFA (m ²):	3,495
Mat 01 (LCA):	TBC
Mat 06 (ME):	TBC
Wst 05 (CCAS):	TBC
Other:	TBC

1	May-25
2	May-26
3	Jun-26
4	Mar-27
Start on site	Mar-27
5	tbc
6	tbc
Site Inspection	tbc
Last Updated	10.09.25

Credit Summary

Penrhos Care Home, Llanbedrog

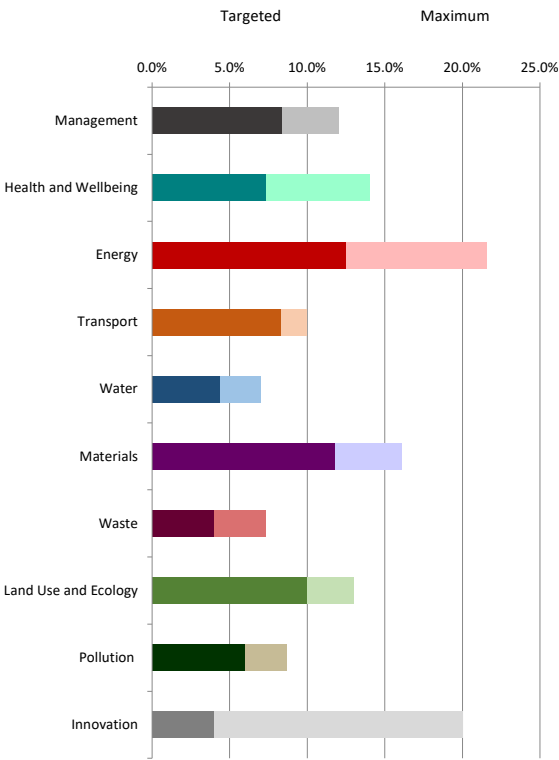
BREEAM New Construction V6: Multi-residential Accommodation

The scheme comprises the development of a new 56 bedroom residential and nursing care home at Penrhos Polish Village, Llanbedrog, which is required to achieve a BREEAM 'Excellent' rating in line with the funding requirements.

The assessment is being undertaken by: Katelin Demery (McCann and Partners - Sustainability), a licenced BREEAM Assessor.

Result Summary						% score	BREEAM Rating
The project has a target score:		76.77%	EXCELLENT			<30	Unclassified
This is:		6.77%	above the 'Excellent' threshold			≥30	Pass
With this in mind, the scheme could potentially achieve one, or a combination of 'possible' credits, which will be reviewed as the design progresses.						≥45	Good
						≥55	Very Good
						≥70	Excellent
Currently a score of :		9.68%	FAIL			≥ 85	Outstanding
Supporting documentation has been issued to the relevant members of the project team to assist with the design stage submission.							
Section	Maximum	Weighting	Credit Value	Awarded	Targeted	Possible	Not Sought
Management	21.00	11.00%	0.52%	1.05%	7.33%	2.62%	0.00%
Health and Wellbeing	19.00	14.00%	0.74%	0.00%	7.37%	5.16%	1.47%
Energy	23.00	16.00%	0.70%	5.57%	6.96%	3.48%	0.00%
Transport	12.00	10.00%	0.83%	0.00%	8.33%	1.67%	0.00%
Water	8.00	7.00%	0.88%	0.00%	4.38%	1.75%	0.88%
Materials	14.00	15.00%	1.07%	1.07%	10.71%	3.21%	0.00%
Waste	9.00	6.00%	0.67%	1.33%	2.67%	2.00%	0.00%
Land Use and Ecology	13.00	13.00%	1.00%	0.00%	10.00%	1.00%	2.00%
Pollution	12.00	8.00%	0.67%	0.67%	5.33%	0.67%	1.33%
Innovation	20.00	20.00%	1.00%	0.00%	4.00%	8.00%	8.00%
Total	151.00	120.00%	-	9.68%	76.77%	106.32%	13.68%
				FAIL	EXCELLENT	OUTSTANDING	

Awarded	Credits that require no further evidence - information provided demonstrates compliance with the credit criteria
Targeted	Credits that have been agreed - evidence to follow
Possible	Credits that require further investigation - some may have a risk, cost and/or requirement for changes to the design associated with them
Not Sought	Credits that have been deemed unachievable



RIBA Design Stage 2 - Evidence Required

Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation

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		Awarded	Targeted	Possible	Responsibility	Evidence Required
All	Project programme	1			Cyngor Gwynedd	- Project programme detailing each RIBA Design Stage
Man 01	Consultation plan		1		Lovelock Mitchell / Cyngor Gwynedd	Required - Consultation Plan & supporting evidence (Stage2 & 4) Note: Template issued 27.02.25
Man 02	Elemental life cycle costing analysis			2	Wakemans	Required - Elemental LCC Plan with ≥ 2no. option appraisals and ≥ 2no. cash flow scenarios (Stage 2) - Report: Man 02 Life Cycle Cost Influence on Design - Qualifications of 'competent person' who carried out elemental LCC
Hea 06	Security needs assessment	0	0	0	Lovelock Mitchell / SQSC	- The advice of a SQSC will be sought and all recommendations may be implemented. Note: The Met confirmed in 2022 that DOCOs would not provide evidence solely for the purposes of meeting the SNA requirement. See KBCN1485 for links to live lists of eligible individuals.
Ene 04	Passive design analysis		1		Method Consultings	Required - Passive Design Measures Implementation Report & Supporting Evidence - Actual and National Energy Demand Data Sheet (form IES / TAS) - Actual and National Emission Demand Data Sheet (from IES / TAS) - Qualifications of professional (Chris Ledward) Received - Actual and National Energy Demand Data Sheet
Ene 04	LZCT Feasibility Report	1			Method Consultings	Received - LZC Feasibility Report - 2 BRUKL Reports (one with LZCT and one without LZCT measures) - Qualifications of professional (Chris Ledward)
Tra 01	Transport assessment / statement AND Travel plan		2		Travel Consultant / End User	Required - Commitment letter from occupier Final Travel Plan and Transport Statement Received - 28.07.25 - Draft travel plan - Draft transport statement/ assessment - AI Calculator (assessor) Note: Requires confirmation of EV and Car sharing spaces- Email from Peter Todd (SCP)- 23.07.25
Mat 01	Building life cycle assessment		6		Melin Consultants	Required RIBA Stage 2 - Email confirming Carbon Designer use; - LCA Element Option - Pro Forma (headed paper) - Mat01 Calculator Tool (Stage 2) - LCA Stage 2 Option Report RIBA Stage 4 - Pro forma of Materials - Mat01 Calculator Tool (Stage 4) - LCA Stage 4 Option Report
Mat 03	Sustainable Procurement Plan	1			Cyngor Gwynedd	Received - Sustainable Procurement Plan (RIBA Stage 2) - Amended Sustainable Procurement Plan Note KD emailed queries - 01.05.25
Mat 06	Material efficiency report			1	Lovelock Mitchell	Required - Mat 06 Materials Efficiency Report (REV. 1, 2, 3, 4)
Wst 05	Adaptation to Climate Change	1			Lovelock Mitchell	Required - Stage 4 Report demonstration recommendations implemented Received - Climate Change Adaptation Strategy (RIBA Stage 2) Note KD emailed queries - 01.05.25
Wst 06	Ease of disassembly and the functional adaptation potential study	1			Lovelock Mitchell / M&E	Received - Disassembly and Functional Adaptability Study (RIBA Stage 2) Note KD emailed queries - 01.05.25
LE 01	Contaminated Land	0	0	0	Lovelock Mitchell / Cyngor Gwynedd	Note Contamination Investigation Report confirmed that no substantial contamination was found. Credit removed from assessment - 30.04.25
LE 02 to LE 05	Phase 1 survey AND Completed GN40 checklist		1		Enfys Ecology	Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report Received PEA report & Desk Study

Pol 03	Flood Risk Assessment	1
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Waterco Datrys

Received

- Site Specific Flood Risk Assessment - Medium Risk of flooding

IF medium/high flood risk

- Supporting evidence to illustrate the project has increased the resilience and resistance of the development to flooding through the two options outlined in the manual

Credit Tracker

Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation



MANAGEMENT												RIBA
Man 01		Project Brief and Design	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA	
Man 01 - Credit 1	Project Delivery Planning	<ul style="list-style-type: none">• Prior to RIBA Stage 2, the project delivery stakeholders have met to identify and define their roles, responsibilities and contributions for each of the key phases of project delivery.• Consider (i) end user requirements, (ii) aims of the design and design strategy, (iii) particular installation and construction requirements or limitations, (iv) occupiers' budget and technical expertise in maintaining any proposed systems, (v) maintainability and adaptability of the proposals, (vi) operational energy, (vii) requirements for the production of project and end user documentation, and (viii) requirements of commissioning, training and aftercare support.• Project delivery stakeholders and outcomes of the consultation process have influenced the Initial Project Brief, Project Execution Plan, Communication Strategy and the Concept Design.	Lovelock Mitchell / Cyngor Gwynedd	1	0.52%		1			Required - Consultation Plan & supporting evidence (Stage2 & 4) Note: Template issued 27.02.25	2	
Man 01 - Credit 2	Stakeholder Consultation (Interested Parties)	<ul style="list-style-type: none">• Prior to the end of RIBA Stage 2, all interested parties have been consulted with on matters that cover the minimum consultation content (i) functionality, (ii) build quality and impact, (iii) provision of appropriate internal and external facilities, (iv) management and operational implications, (v) maintenance resources implications, (vi) impacts on the local community, (vii) opportunities for shared use of facilities and infrastructure with the community or appropriate stakeholders, (viii) compliance with statutory consultation requirements, (ix) energy use and sustainability measures, and (x) implementing principles and processes that deliver an inclusive and accessible design).• The project demonstrates how consultation has influenced the Initial Project Brief and Concept Design.• Prior to the completion of RIBA Stage 4, all interested parties have received consultation feedback.	Lovelock Mitchell / Cyngor Gwynedd	1	0.52%		1			Required - Consultation Plan & supporting evidence (Stage2 & 4) Note: Template issued 27.02.25	2	
Man 01 - Pre-requisite (Credits 3 & 4)	BREEAM AP (Concept & Developed Design)	<ul style="list-style-type: none">• The project team and client formally agree strategic performance targets during RIBA Stage 1 with the support of a BREEAM Advisory Professional (AP).	Cyngor Gwynedd / BREEAM Assessor	Achieved					McCann Action (role ongoing): - BREEAM pre-assessment (Stage 1) - AP Qualifications		1	
Man 01 - Credit 3	BREEAM AP (Concept Design)	<ul style="list-style-type: none">• A BREEAM AP is appointed to consider the links between BREEAM issues and assist the project team in maximising the project's overall performance against BREEAM up to and including RIBA Stage 2.• Monitor progress against the performance targets agreed during RIBA Stage 1 throughout the Concept Design Stage where decisions critically impact BREEAM performance.• Identify risks and opportunities related to the achievement of the targets agreed during RIBA Stage 1.• Provide feedback to support the project team in taking corrective actions and achieving the agreed performance targets.• Monitor and co-ordinate the generation of appropriate evidence provided.	McCann Sustainability	1	0.52%	1				McCann Action (role ongoing): - All issued BREEAM trackers - AP Qualifications	2	
Man 01 - Credit 4	BREEAM AP (Developed Design)	<ul style="list-style-type: none">• Credit 3 has been achieved.• Monitor progress against the performance targets agreed during RIBA Stage 1 throughout RIBA Stage 4 where decisions critically impact BREEAM performance.• Identify risks and opportunities related to the achievement of the targets agreed during RIBA Stage 1.• Provide feedback to support the project team in taking corrective actions and achieving the agreed performance targets• Monitor and co-ordinate the generation of appropriate evidence provided.	McCann Sustainability	1	0.52%	1				McCann Action (role ongoing): - As Above	4	
Man 02		Life Cycle Cost and Service Life Planning	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA	
Man 02 - Credits 1 & 2	Elemental LCC	<ul style="list-style-type: none">• An elemental Life Cycle Cost Plan (LCC) has been carried out at RIBA Stage 2 together with any design option appraisals in line with 'Standardised Method of Life Cycle Costing for Construction Procurement' PD 156865: 2008.• The analysis provides an indication of future replacement costs over a period of analysis (20, 30, 50 or 60 years) and include service life, maintenance and operation cost estimates.• The analysis has been used to influence building and systems design and specification to minimise life cycle costs and maximise critical value.	Wakemans	2	1.05%			2		Required - Elemental LCC Plan with ≥ 2no. option appraisals and ≥ 2no. cash flow scenarios (Stage 2) - Report: Man 02 Life Cycle Cost Influence on Design - Qualifications of 'competent person' who carried out elemental LCC	2	
Man 02 - Credits 3	Component Level LCC Options Appraisal	<ul style="list-style-type: none">• A component LCC has been developed by the end of RIBA Stage 4 in line with PD 156865: 2008 and covers the required component types (envelope, services, finishes, and external walls).• The analysis has been used to influence building and systems design and specification to minimise life cycle costs and maximise critical value.	Wakemans	1	0.52%			1		Required - Component LCC Options Appraisal ≥ 2no. option appraisals and ≥ 2no. cash flow scenarios (Stage 4) - Report: Man 02 Life Cycle Cost Influence on Design - Qualifications of 'competent person' who carried out component LCC	4	
Man 02 - Credits 4	Capital Cost Reporting	<ul style="list-style-type: none">• The predicted capital cost for the building in pounds per square metre (£/m²) of gross internal floor area is reported.	Cyngor Gwynedd	1	0.52%		1			Required - Letter confirming 'Predicted' Capital Cost Reporting (E.m ²) (inc. definition) Note: Template issued 12.03.25	4	

Man 03	Responsible Construction Practices	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Man 03 - Pre-requisite 1 (Credits 1 to 6)	Legal and Sustainable Timber	• All timber used during the construction process (i) enabling works, (ii) assembly, and (iii) installation and dis-assembly) is legally harvested and traded timber.	Cyngor Gwynedd	Pre-requisite 1					Required - Client Commitment Letter (on behalf of the contractor) & Prelims Note: Template issued 12.03.25	3
Man 03 - Credit 1	Environmental Management	• Principal contractor operates an EMS covering their main operations (ISO 14001/ EMAS certified or equivalent). OR • In compliance with BS 8555: 2003 has an appropriate structure, reached implementation stage phase four 'implementation and operation of the environment management system', and has completed phase audits 1-4. • Best practice pollution prevention policies and procedures in accordance with PPG6 (Working at Construction and Demolition Sites) are implemented.	Cyngor Gwynedd	1	0.52%	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Certificate of Registration (EMS ISO 14001:2015) (in date) - Pollution prevention policy / PPG6 Checklist	3
Man 03 - Pre-requisite 2 (Credit 2)	BREEAM AP (Site)	• The client and contractor formally agree strategic performance targets at the end of RIBA Stage 4 with the support of a BREEAM Advisory Professional (AP).	Cyngor Gwynedd	Pre-requisite 2					Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Stage 4 BREEAM tracker meeting with Contractor - Prelims as part of contractor's contract - BREEAM Site AP qualifications	3
Man 03 - Credit 2	BREEAM AP (Site)	• A BREEAM AP is appointed to consider the links between BREEAM issues and assist the project team in maximising the project's overall performance against BREEAM up to and including RIBA Stage 6. • Monitor progress against the performance targets agreed at the end of RIBA Stage 4 throughout Construction, Handover and Close Out Stages where decisions critically impact BREEAM performance. • Identify risks and opportunities related to the achievement of the targets agreed during RIBA Stage 5. • Provide feedback to support the project team in taking corrective actions and achieving the agreed performance targets. • Monitor and co-ordinate the generation of appropriate evidence provided.	Cyngor Gwynedd	1	0.52%		1		Required - Client Commitment Letter (on behalf of the contractor) & Prelims	3
Man 03 - Credit 3	Responsible Construction Management	• 1 Credit: Achieve all required items as follows: - Manage the construction site entrance to minimise the impacts; - Minimise the risk of air, land and water pollution; - Ensure the development footprint is safe, clean and organised at all times; - Ensure clear and safe access in and around the buildings at the point of handover; - Provide processes and equipment required to respond to medical emergencies; - Establish management practices and facilities encouraging equality, fair treatment and respect of all site operatives; - Ensure ongoing training is provided for personnel and visitors; - Ensures that site operatives are trained for the tasks they are undertaking; - All visitors, workforce and community accidents, incidents and near misses are recorded and action is taken to reduce the likelihood of them reoccurring	Cyngor Gwynedd	1	0.52%	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3
Man 03 - Credit 4	Responsible Construction Management	• 2 Credits: Achieve six additional items from the following: - Ensure the development footprint is accessible for delivery vehicles fitted with safety features; - Identify access routes to the development footprint, including for heavy vehicles to minimise traffic disruption and safety risks to others; - Minimise the risk of nuisance from vibration, light and noise pollution; - Identify and implement initiatives to promote and maintain the health and wellbeing of all site operatives; - Provide secure, clean and organised facilities for site operatives; - Minimise risks of the site becoming a focus for antisocial behaviour in the local community; - Aspects of the construction process that might impact the community are communicated regularly, ensuring nuisance and intrusion are minimised; - Fleet operators undertake driver training and awareness to promote safety within the development footprint and off site; - Fleet operators captures and investigates any road accidents, incidents and near misses and reports back to the principal contractor - Processes are in place to facilitate collecting and recording feedback from the community and to address any concerns	Cyngor Gwynedd	1	0.52%	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3
Man 03 - Pre-requisite 3	Monitoring of Construction Site Impacts	• Responsibility has been assigned to an individual (with appropriate authority and responsibility) for monitoring, recording and reporting energy use, water consumption and transport data resulting from on-site construction process (and off-site where possible) throughout the build programme.	Cyngor Gwynedd	Pre-requisite 3					Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3
Man 03 - Credit 5	Utility Consumption	• Set targets, monitor and record energy consumption in kWh as a result of construction activities and site accommodation. • Report total carbon dioxide emissions (total kgCO ₂ project value). Set targets, monitor and record potable water consumption in m ³ as a result of construction activities and site accommodation. • Report total net water consumption (m ³).	Cyngor Gwynedd	1	0.52%	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3
Man 03 - Credit 6	Transport of Construction Materials and Waste	• Set targets, monitor and record transport movements and impacts resulting from the delivery of construction materials to and construction waste from site • Report (for materials and waste separately) total carbon dioxide emissions (kgCO ₂ eq) and total distance travelled (km)	Cyngor Gwynedd	1	0.52%	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3
Man 03 - Innovation Credit 1	Responsible Construction Management	• Achieve all items listed under Man 03, Credits 3 and 4.	Cyngor Gwynedd	1	1.00%		1		Required - Client Commitment Letter (on behalf of the contractor) & Prelims - Contractor Solutions Based Commitment Letter	3

Credits 3 and 4 (1(no.) credit) required for an 'EXCELLENT' rating	Minimum Standard Review
Credits 3 and 4 (2(no.) credits) required for an 'OUTSTANDING' rating	Minimum Standard Review

Man 04		Commissioning and Handover	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Man 04 - Credit 1	Commissioning (Testing Schedule and Responsibilities)	<ul style="list-style-type: none"> A schedule of commissioning and testing is prepared. The schedule identifies the appropriate standards for all commissioning activities to be conducted ((i) Building Regulations, (ii) BSRIA and CIBSE Guidelines, plus (iii) other appropriate industry standards). Where a BMS is provided, the applicable commissioning procedures are followed ((i) carry out commissioning of air and water systems, (ii) include physical measurements of room/off-coil temperatures and other key parameters, (iii) running in auto with satisfactory internal conditions prior to handover, (iv) all schematics and graphics are fully installed and functional to user interface prior to handover, and (v) fully train the occupier in the operation of the system). Project team member appointed to monitor and programme pre-commissioning, commissioning and testing (including re-commissioning where necessary). Principal contractor accounts for the commissioning and testing programme, responsibilities and criteria within their budget and the main programme of works. 	Cyngor Gwynedd / M&E	1	0.52%		1			Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims M&E Design Stage Spec. Construction programme Contractor Solutions Based Commitment Letter Preliminary Schedule of Commissioning and Testing including BMS requirements 	3
Man 04 - Credit 2	Commissioning (Design and Preparation)	<ul style="list-style-type: none"> Credit 1 has been achieved Simple Systems: Project team member appointed to (i) undertake design reviews and give advice on suitability for ease of commissioning, (ii) provide commissioning management input to construction programming and during installation stages, and (iii) management of commissioning, performance testing and handover Complex Systems: The above role is undertaken by a specialist commissioning manager 	Cyngor Gwynedd / M&E	1	0.52%		1			Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims M&E Design Stage Spec Contractor Solutions Based Commitment Letter 	3
Man 04 - Credit 3	Testing and Inspecting Building Fabric	<ul style="list-style-type: none"> Credit 1 has been achieved The integrity of building fabric, avoidance of thermal bridging and air leakage paths is assessed via a thermographic survey and air tightness testing. Any defects are rectified prior to Handover and Close Out Stages. 	Cyngor Gwynedd	1	0.52%			1		Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims 	3
Man 04 - Credit 4	Handover	<ul style="list-style-type: none"> Two building user guides are developed prior to handover (one non-technical guide for the building occupiers, and one technical guide for the facilities manager). Two training schedules are developed prior to handover (one non-technical guide for the building occupiers, and one technical guide for the facilities manager). 	Cyngor Gwynedd	1	0.52%		1			Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims Draft BUG if occupier is known & emails/meeting minutes to note that the draft has been discussed with the users 	3

Credit 1 required for a 'VERY GOOD' rating and above	Minimum Standard Review
Credit 4 (criterion 11: building user guide) required for a 'VERY GOOD' rating and above	Minimum Standard Review

Man 05		Aftercare	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Man 05 - Credit 1	Aftercare Support	<ul style="list-style-type: none"> Aftercare support will be provided and include (i) a meeting between the aftercare support team and the occupiers, (ii) on-site facilities management training, (iii) initial aftercare support for at least the first months, and (iv) longer term aftercare support for at least the first 12 months. Energy and water consumption will be collected for a minimum of 12 months once the building is substantially occupied. 	Cyngor Gwynedd / M&E	1	0.52%		1			Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims M&E Design Stage Spec. Aftercare Plan (from contractor) 	3
Man 05 - Credit 2	Commissioning (Implementation)	<ul style="list-style-type: none"> Simple Systems: A project team member (i) reviews thermal comfort, ventilation and lighting at 3, 6 and 9 month intervals after initial occupancy, (ii) identifies deficiencies and areas in need of improvement, and (iii) re-commission systems and incorporate any relevant revisions in operating procedures in the O&M's Complex Systems: Over a 12 month period once the building becomes occupied, the specialist commissioning manager (i) identifies the changes made by the occupier that might have caused impaired/ improved performance, (ii) test all building services under full load conditions, (iii) carry out testing during periods of extreme occupancy, (iv) interview building occupants to identify problems/ concerns regarding the effectiveness of the systems, (v) produce monthly reports comparing sub-metered energy performance to the predicted one, and (vi) re-commission systems and incorporate any relevant revisions in operating procedures in the O&M's 	Cyngor Gwynedd / M&E	1	0.52%		1			Required <ul style="list-style-type: none"> Client Commitment Letter (on behalf of the contractor) & Prelims M&E Design Stage Spec. 	3
Man 05 - Credit 3	Post Occupancy Evaluation (POE)	<ul style="list-style-type: none"> A commitment is made by the client/ occupier to undertake a POE exercise one year after occupation. An independent party carries out the POE covering (i) a review of the design intent and construction process, and (ii) feedback from a wide range of building users on the design and environmental conditions of the building The POE includes lessons learned. The client/ occupier commits funds to pay for the POE in advance. 	End Users	1	0.52%		1			Required <ul style="list-style-type: none"> Client POE Commitment Letter 	3

Credit 2 required for an 'EXCELLENT' rating and above	Minimum Standard Review
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Total Section Credits	21	2	14	5	0
Innovation Credits	1	0	0	1	0

Section Score	11.00%	1.05%	7.33%	2.62%	0.00%
Innovation Score	1.00%	0.00%	0.00%	1.00%	0.00%

HEALTH AND WELLBEING											
Hea 01	Visual Comfort	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required		RIBA
Hea 01 - Credit 1	Control of Glare from Sunlight	<ul style="list-style-type: none"> Areas at risk of glare are identified using a glare control assessment. A glare control strategy designs out potential glare in all relevant building areas where risk has been identified through building form and layout or building design measures. The glare control strategy does not increase energy consumption used for lighting. 	Lovelock Mitchell / M&E	1	0.74%		1			Required - Architect Obligation Letter - Location of blinds / brise soleil / glare control measure implemented	3
Hea 01 - Credit 2 & 3	Daylighting	<ul style="list-style-type: none"> An average daylight factor of 2% for at least 80% of the floor area in all occupied spaces. A uniformity ratio of at least 0.3 or a minimum point factor of at least 0.3 times the average daylight factor above. OR <ul style="list-style-type: none"> At least 80% of the room has a view of sky from desk height (0.7m) AND the room depth criterion is satisfied. Alternatively: An average illuminance of 300 lux for 2,000 hours per annum with a minimum illuminance of at least 90 lux for 2,000 hours per annum) for 80% of the floor area in all occupied spaces. 	Method Consultings	2	1.47%		2			Required - Daylighting calculations	4
Hea 01 - Credit 4	View Out	<ul style="list-style-type: none"> 95% of the floor area in 95% of occupied spaces is within 8m of an external wall with a window/ permanent opening providing an adequate view out. The window or opening is >20% of the surrounding wall area. 	Lovelock Mitchell / M&E	1	0.74%		1			Required - Floor plans and elevations indicating room depth/window location/size/quantity - Window Schedule	4
Hea 01 - Credit 5	Internal & External Lighting Levels, Zoning & Control	<ul style="list-style-type: none"> Internal lighting is designed to provide illuminance levels and colour rendering index in accordance with the SLL Code for Lighting 2012 and any other relevant industry standard. Lighting where computer screens are regularly used complies with CIBSE Lighting Guide 7 sections 2.4, 2.13 to 2.15, 2.20 and 6.10 to 6.20. There is no external lighting OR <ul style="list-style-type: none"> External lighting is specified in accordance with BS5489-1: 2013 (Lighting of Roads and Public Amenity Areas) and BS EN 12464-2: 2014 (Light and Lighting: Lighting of Workplaces - Part 2: Outdoor Work Places). Internal lighting is zoned to allow occupant control relevant to building type. Areas used for teaching, seminar and lecture purposes have lighting controls provided in accordance with CIBSE Lighting Guide 5. 	Method Consultings	1	0.74%		1			Required - M&E Design Stage Spec. - As Designed Lighting Layouts (with ref to appropriate standards)	3
Hea 01 - Innovation Credit 1	Daylighting	<ul style="list-style-type: none"> The applicable daylighting criteria has been met (average daylight factor of 3% for at least 80% of the floor area) in all occupied areas. A uniformity ratio of at least 0.3 or a minimum point factor of at least 1.2% OR at least 80% of the room has a view of sky from desk height (0.7m) AND the room depth criterion is satisfied. Alternatively: The applicable good practice average and minimum point daylight illuminance criteria have been met (an average illuminance of 300 lux for 2,650 hours per annum with a minimum illuminance of at least 90 lux for 2,650 hours per annum) for at least 80% of the floor area. Lighting in each zone can be manually dimmed by occupants down to 20% of the maximum light output using dimmer switches positioned in accessible locations. 	Method Consultings	1	1.00%			1		Required - Daylighting calculations	4
Hea 01 - Innovation Credit 2	Internal & external lighting levels, zoning and control	<ul style="list-style-type: none"> Lighting in each zone can be manually dimmed by occupants down to 20% of the maximum light output using dimmer switches positioned in accessible locations. Dimming and control gear should avoid flicker and noise. 	Method Consultings	1	1.00%				1	Lighting in each zone will be manually dimmed by occupants down to 20% of the maximum light output using dimmer switches positioned in accessible locations. Dimming and control gear should avoid flicker and noise.	4
Hea 02	Indoor Air Quality	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required		RIBA
Hea 02 - Pre-requisite	Indoor Air Quality Plan (IAQP)	<ul style="list-style-type: none"> A site specific IAQP has been produced and implemented in accordance with the guidance in GN06. The IAQP must consider the following: <ul style="list-style-type: none"> Removal of contaminated sources Dilution and control of contaminated sources (where present, consideration is given to the air quality requirements of specialist areas such as laboratories) Procedures for pre-occupancy flush out Third party testing and analysis Maintaining good indoor air quality in-use. 	Lovelock Mitchell / Contractor / M&E							Required - IAQP	4

Hea 02 - Credit 1	Ventilation	<ul style="list-style-type: none"> Fresh air is provided in accordance with the criteria of the relevant standard for ventilation. Ventilation pathways are designed to minimise the ingress and build-up of air pollutants inside the building. HVAC systems must incorporate suitable filtration compliant with BS EN 16798-3: 2017 and filters achieve a supply air class of at least SUP 2). Carbon monoxide or air quality sensors are provided in areas subject to large and unpredictable or variable occupancy patterns. Naturally Ventilated or Mixed Mode Buildings: The design demonstrates that the ventilation strategy provides adequate cross flow of air to maintain the required thermal comfort conditions and ventilation rates in accordance with CIBSE AM10. 	Method Consultings	1	0.74%		1			Required - Drawings/plan indicating intakes & extracts & external sources of pollution - M&E Design Stage Spec	4
Hea 02 - Credit 2 & 3	Emissions from Construction Products	<ul style="list-style-type: none"> 1 Credit: Three of the following five product types meet the required emission limits and testing requirements: <ul style="list-style-type: none"> Interior paints and coatings; Wood-based products (mandatory); Flooring materials; Ceiling, wall, and acoustic and thermal insulation materials; Interior adhesives and sealants 2 Credits: All five product types above meet the required emission limits and testing requirements 	Cyngor Gwynedd	2	1.47%	1	1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims	3
Hea 02 - Credit 4	Post Construction Indoor Air Quality Measurement	<ul style="list-style-type: none"> Formaldehyde concentration in indoor air is measured post construction (but pre occupancy) and does not exceed 100mg/m³ averaged over 30 minutes. The formaldehyde sampling and analysis is performed in accordance with ISO 16000-2 and ISO 16000-3. Total Volatile Organic Compound (TVOC) concentration in indoor air is measured post construction (but pre occupancy) and does not exceed 300mg/m³ over 8 hours. The TVOC sampling and analysis is performed in accordance with ISO 16000-5 and ISO 16000-6. Where levels are found to exceed these limits, the project team confirms the measures taken (in accordance with the IAQP) to reduce the formaldehyde and TVOC levels within the required limits. 	Cyngor Gwynedd	1	0.74%		1			Required - Client Commitment Letter (on behalf of the contractor) & Prelims	3
Hea 02 - Innovation Credit 1	Emissions from Construction Products	<ul style="list-style-type: none"> Three of the product types listed below meet the lower emission limits and testing requirements: <ul style="list-style-type: none"> Interior paints and coatings (<0.01mg/m³); Wood-based products (<0.02mg/m³); Flooring materials (<0.01mg/m³); Ceiling, wall, and acoustic and thermal insulation materials (<0.01mg/m³); Interior adhesives and sealants (<0.01mg/m³) 	Cyngor Gwynedd	1	1.00%			1		Although every effort will be made to ensure that formaldehyde levels meet the relevant standards, it's unlikely that the challenging criteria of this issue will be achieved; therefore this credit is unavailable.	3

	Hea 04	Thermal Comfort	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
	Hea 04 - Credit 1	Thermal Modelling <ul style="list-style-type: none">Thermal modelling carried out using software in accordance with CIBSE AM11.The software used at detailed design stage provides full dynamic thermal analysis.Air Conditioned Buildings: Summer and winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A: Environmental Design, Table 1.5.Naturally ventilated buildings: (i) Winter operative temperature ranges in occupied spaces are in accordance with the criteria set out in CIBSE Guide A: Environmental Design, Table 1.5, and (ii) the building is designed to limit the risk of overheating in accordance with the adaptive comfort methodology outlined in either CIBSE TM52: Avoiding Overheating in European Buildings or CIBSE TM59: Design Methodology for the Assessment of Overheating Risk in Homes.Air Conditioned Buildings (ISO 7730 method only): The Predicted Mean Votes (PMV) and Predicted Percentage of Dissatisfied (PPD) indices are reported.	Method Consultings	1	0.74%		1			Required <ul style="list-style-type: none">Thermal Comfort ReportClient Commitment Letter (on behalf of the contractor) & Prelims	4
	Hea 04 - Credit 2	Design for Future Thermal Comfort <ul style="list-style-type: none">Credit 1 has been achievedThermal model demonstrates the above can be achieved under a projected climate change environmentORDemonstrate how the building has been adapted (or will be adaptable in future) using passive design solutions in order to meet the above.Air Conditioned Buildings (ISO 7730 method only): The Predicted Mean Votes (PMV) and Predicted Percentage of Dissatisfied (PPD) indices are reported.	Method Consultings	1	0.74%		1			Required <ul style="list-style-type: none">Thermal Comfort ReportClient Commitment Letter (on behalf of the contractor) & Prelims	4
	Hea 04 - Credit 3	Thermal Zoning and Controls <ul style="list-style-type: none">Credit 1 has been achievedThe thermal modelling analysis informs the temperature control strategy for the building and its usersThe strategy for the heating/ cooling systems addresses (i) efficient zoning, (ii) occupant control within these zones, (iii) interaction between systems, and (iv) the need for manual override for any automatic systems	Method Consultings	1	0.74%		1			Required <ul style="list-style-type: none">Thermal Comfort ReportClient Commitment Letter (on behalf of the contractor) & PrelimsHeating and Cooling LayoutsM&E SpecM&E Thermal Zoning & Controls Letter	4

Hea 05		Acoustic Performance	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Hea 05 - Credits 1 to 3		<p>First & Second Credits – Sound Insulation</p> <p>1 Credit: Airborne sound insulation must be ≥3 dB higher & impact sound insulation must be ≥3 dB lower. Compared to relevant building regulations/standards.</p> <p>2 Credits: Airborne sound insulation must be ≥5 dB higher & impact sound insulation must be ≥5 dB lower. Compared to relevant building regulations/standards.</p> <p>Testing Requirement: Pre-completion testing by a compliant test body. Based on the normal testing programme in building regulations. Must be done for every group or sub-group of dwellings.</p> <p>Third Credit – Indoor Ambient Noise Levels Criteria: Indoor noise levels must comply with the design ranges in Section 7 of BS 8233:2014. Testing Requirement: Pre-completion acoustic testing by a compliant test body. Must follow procedures outlined in the BREEAM methodology.</p> <p>Fourth Credit – Room Acoustics Criteria: Achieve sound absorption requirements for: Residential spaces & Common spaces. In line with relevant building regulations or national guidance. Testing Requirement: Installation of a compliant specification. Site inspection by the developer or SQA to confirm compliance.</p>	MZA Acoustics Limited	4	2.95%			3	1	<p>Required</p> <ul style="list-style-type: none">- Acoustic Design Report (defining a bespoke set of performance requirements)- Proof of Acoustic Design Qualification- Acousticians CV confirming relevant experience- Acousticians qualifications- Acousticians membership to an appropriate professional body- Confirmation of Compliant Test Body (UKAS Accreditation OR Registration with CAN Registration Scheme) <p>Note: Awaiting clarification for an acoustician</p> <ul style="list-style-type: none">- plas y bryn traetgting 3 credits	4

Hea 06		Security	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA	
Hea 06 - Credit 1		Security of Site and Building	<ul style="list-style-type: none">• A Suitably Qualified Security Consultant (SQSC) conducts a visual audit and evidence based Security Needs Assessment (SNA) (during/ prior to RIBA Stage 2).• The SQSC develops a set of security controls and recommendations for incorporation into the proposals.• The controls and recommendations are implemented in the as built development.	Lovelock Mitchell / SQSC	1	0.74%				1	<p>- The advice of a SQSC will be sought and all recommendations may be implemented.</p> <p>Note: The Met confirmed in 2022 that DOCOs would not provide evidence solely for the purposes of meeting the SNA requirement. See KBCN1485 for links to live lists of eligible individuals.</p>	2
Hea 06 - Innovation Credit 1		Security of Site and Building	<ul style="list-style-type: none">• A compliant risk based security rating scheme (SABRE) has been used to recognise and reward:<ul style="list-style-type: none">- Adoption of industry best practice, tools and standards;- A systematic and risk-based approach to security;- An appropriate and proportionate response to security;- Innovation in security risk assessment;- Engagement of competent persons for the process of identifying security needs, security planning and design, and the implementation of security controls	Lovelock Mitchell / SQSC	1	1.00%				1	<p>- A risk based security rating scheme (SABRE) will not be used.</p>	2

Hea 07		Safe and Healthy Surroundings	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA	
Hea 07 - Credit 1		Safe Access	<ul style="list-style-type: none">• Dedicated and safe cycle paths are provided from the site entrance to any cycle storage, and connect to off-site cycle paths.• Dedicated and safe footpaths are provided on and around the site providing suitable links for (i) the site entrance to the building entrance, (ii) car parks to the building entrance, (iii) the building to outdoor space, and (iv) connecting to off-site paths.• All footpaths have (i) pedestrian crossings points where needed to allow pedestrians to cross vehicle access routes, (ii) traffic calming measures to slow traffic at any crossing points; (iii) signposting to other local amenities and public transport nodes are provided, and (iv) external lighting is provided in accordance with BS 5489-1: 2013.• Pedestrian drop off areas designed off, or adjacent to, the access road and provide direct access to other footpaths.• Delivery areas are not accessed through general parking areas and do not cross pedestrian and cyclist paths.• Dedicated parking/ waiting area provided for goods vehicles away from the manoeuvring area and car parking. <p>Parking/ turning areas designed for simple manoeuvring.</p>	Lovelock Mitchell / M&E	1	0.74%			1		<p>Required</p> <ul style="list-style-type: none">- Site Plan (fencing, dedicated cycle path, delivery access route, waiting areas, parking turning circle)- External lighting layout- Elec spec (with BREEAM clauses)	4
Hea 07 - Credit 2		Outside Space	<ul style="list-style-type: none">• There is an adequately sized outside space providing building users with a non-smoking external amenity space including seating.	Lovelock Mitchell	1	0.74%		1		<p>Required</p> <ul style="list-style-type: none">- Site Plan showing adequately sized outside space.	4	

Total Section Credits				19		0	10	7	2	
Innovation Credits				4	0.04	0	0	1	3	

Section Score	14.00%		0.00%	7.37%	5.16%	1.47%
Innovation Score	4.00%		0.00%	0.00%	1.00%	3.00%

ENERGY

Ene 01	Reduction of Energy Use and Carbon Emissions	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 01 - Credits 1 to 9	Energy Performance	• Calculate the Energy Performance Ratio for New Construction (EPR _{NC}) against the benchmarks	Method Consultings	9	6.26%	7	2		Received - As Designed BRUKL - BRUKL .inp file- achieves 7 credits	4
Ene 01 - Pre-requisite	Prediction of Operational Energy Consumption	• Relevant members of the design team hold a preliminary design workshop focusing on operational energy performance	Method Consultings	Pre-requisite					BRUKL	3
Ene 01 - Credits 10 to 13	Energy Modelling and Reporting	• Undertake addition energy modelling during the design and post-construction stages to generate predicted operational energy consumption figures. • Report predicted energy consumption targets by end of use, design assumptions and input data. • A risk assessment has been carried out highlighting any significant design, technical, and process risks that should be monitored and managed throughout the construction and commissioning process.	Method Consultings	4	2.78%		4		Required - TM54 Operational Energy Performance Report	4
Ene 01 - Innovation Credits 1 & 2	Beyond Zero Net Regulated Carbon	• Building achieves an EPR _{NC} ≥0.9 and zero net regulated CO ₂ emissions. • Energy generation from on-site and near-site LZC sources is sufficient to offset carbon emissions from regulated energy use plus a percentage of emissions from unregulated energy use as follows: - 1 Exemplar Credit: >10%; - 2 Exemplar Credits: >50%	Method Consultings	2	2.00%		2		Required - As Designed BRUKL	4
Ene 01 - Innovation Credits 3	Carbon Negative	• Building is deemed carbon negative from unregulated (and regulated) energy use are offset by energy generated from on-site and near-site LZC sources by >100%	Method Consultings	1	1.00%		1		Required - As Designed BRUKL	4
Ene 01 - Innovation Credits 4 & 5	Post-occupancy Stage	• Maximum credits under Ene 02 are achieved. • The client/ building occupier commits funds to pay for the post occupancy stage (report on actual energy consumption compared with the targets set under the Energy Modelling and Reporting credit under Ene 01 above). • The energy model is submitted to the BRE and retained by the building owner.	Method Consultings	2	2.00%		2		Required - Client Commitment Letter	4

4(no.) 'energy performance' credits required for an 'EXCELLENT' rating or above	Minimum Standard Review
6(no.) 'energy performance' AND 4(no.) 'energy modelling and reporting' credits required for an 'OUTSTANDING' rating	Minimum Standard Review

Ene 02	Energy Monitoring	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 02 - Credit 1	Sub-metering of End Use Categories	• An energy metering systems is installed so at least 90% of estimated annual energy consumption of each fuel is assigned to the end use (space heating, DHW, cooling, major fans, pumps, lighting, small power, renewable energy, controls and lifts). • Buildings >1,000m ² : Energy consumption is monitored using an appropriate energy monitoring and management system • Buildings <1000m ² : Energy consumption is monitored by either (i) an appropriate energy monitoring and management system, or (ii) separate accessible sub-meters with pulsed output (for future connection to an energy monitoring or management systems) • Energy consuming end uses are identified through labelling or data output.	Method Consultings	1	0.70%		1		Required - M&E Design Stage Spec. - Metering drawings/ plan - Early (RIBA 2/3) indicative BRUKL - ENE02 Calcs to confirm sub-metering	4
Ene 02 - Credit 2	Sub-metering of High Energy Load and Tenancy Areas	• Accessible energy monitoring and management system or separate accessible energy sub-meter with pulsed outputs covering a significant majority of energy supply to tenanted or relevant function areas/ departments.	Method Consultings	1	0.70%		1		Required - M&E Design Stage Spec. - Metering drawings/ plan (with pulsed outputs) - ENE02 Calcs to confirm sub-metering	4

Credit 1 required for a 'VERY GOOD' rating and above	Minimum Standard Review
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Ene 03	External Lighting	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 03 - Credit 1	External Lighting	• No external lighting. OR • Average initial luminous efficacy is no less than 70 luminaire lumens per circuit Watt. • Automatic controls prevent operation during daylight hours. • Presence detection in areas of intermittent pedestrian traffic.	Method Consultings	1	0.70%		1		Required - M&E Design Stage Spec. - External Lighting Layout	4

Ene 04		Low Carbon Design	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 04 - Credit 1	Passive Design Analysis	<ul style="list-style-type: none"> • Credit 1 under Hea 04: Thermal Comfort has been achieved. • The project team analyses the proposed building design and development during RIBA Stage 2 to identify opportunities for the implementation of passive design solutions. • Passive design measures have been implemented reduce total heating, cooling, mechanical ventilation, lighting loads and energy consumption in line with the passive design analysis findings. • Quantify the reduced total energy demand and carbon dioxide (CO₂) emissions resulting from passive design measures. 	Method Consultings	1	0.70%		1			Required - Passive Design Measures Implementation Report & Supporting Evidence - Actual and Notional Energy Demand Data Sheet (form IES / TAS) - Actual and Notional Emission Demand Data Sheet (from IES / TAS) - Qualifications of professional (Chris Ledward) Received - Passive Design Analysis Report	2
Ene 04 - Credit 2	Free Cooling	<ul style="list-style-type: none"> • Credit 1 has been achieved. • A free cooling analysis is included in the passive design analysis. • Opportunities have been identified for the implementation of free cooling solutions. • The building is naturally ventilated or utilises a free cooling strategy. 	Method Consultings	1	0.70%			1		Required - Passive Design Analysis Report (inc. Free Cooling Strategy) - Confirmation the building is naturally ventilated	2
Ene 04 - Credit 3	Low Zero Carbon Feasibility Study	<ul style="list-style-type: none"> • A feasibility study (undertaken by an energy specialist) has been completed to establish the most appropriate recognised local (on/ near site) low or zero carbon energy source for the development by the end of RIBA Stage 2 • LZC technology has been specified in line with the feasibility study recommendations. • Quantify the reduced total energy demand and carbon dioxide (CO₂) emissions resulting from the feasibility study. 	Method Consultings	1	0.70%	1				Received - LZC Feasibility Report - 2 BRUKL Reports (one with LZCT and one without LZCT measures) - Qualifications of professional (Chris Ledward)	2

Ene 06		Energy Efficient Transportation Systems	Responsibility	Credits	Value (%)	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 06 - Credit 1	Energy Consumption	<ul style="list-style-type: none"> • Analysis of transportation demand and usage patterns to confirm optimal number and size of lifts/ escalators/ moving walks. • Calculate the energy study consumption in accordance with BS EN 25745-2: Lifts for either (i) two types of systems OR (ii) an arrangement of systems. OR (iii) a 'fit for purpose' strategy. • The use of regeneration drives are considered. • The transportation system with the lowest energy consumption has been specified. 	Cyngor Gwynedd / M&E	1	0.70%		1			Required - Client Commitment Letter (Contractor) & Prelims	4
Ene 06 - Credit 2 & 3	Energy Efficient Features	<ul style="list-style-type: none"> • Credit 1 has been achieved. • The lifts have been specified with three of four energy efficient features ((i) a standby condition for off-peak periods, (ii) the lift car lighting and display lighting provides an average luminous efficacy across all fittings >70 luminaire lumens per circuit Watt, and (iii) use of a drive controller capable of variable speed, variable voltage, and variable frequency control of the drive motor). • Regenerative drives are specified if it is demonstrated to save energy. • Escalators/ moving walks has one of two energy efficient features ((i) a load-sensitive device that synchronises motor output to passenger demand through a variable speed drive, and (ii) a passenger-sensitive devise for automated operation, so that the escalator operates in auto start mode when there is no passenger demand. 	Cyngor Gwynedd / M&E	1	0.70%		1			Required - Client Commitment Letter (Contractor) & Prelims	4

Ene 08		Energy Efficient Equipment	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Ene 08 - Credits 1 & 2	Operational Energy Savings	<ul style="list-style-type: none"> • Major unregulated energy consuming loads are identified and equipment procured in line with credit requirements. • A meaningful reduction in the total unregulated energy consumption is demonstrated. 	End Users	2	1.39%			2		Required - Client ENE08 Commitment Letter - ENE08 Energy Efficient Report (REF TMS4 if available)	4

Total Section Credits				23		8	10	5	0	
Innovation Credits				5		0	2	3	0	

Section Score	16.00%	5.57%	6.96%	3.48%	0.00%
Innovation Score	5.00%	0.00%	2.00%	3.00%	0.00%

TRANSPORT

Tra 01	Transport Assessment and Travel Plan	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Tra 01 - Credits 1 & 2	Travel Plan	<ul style="list-style-type: none"> A travel plan based on a site-specific travel assessment or statement has been developed during the feasibility and design stages. The site-specific travel assessment or statement covers the following: <ul style="list-style-type: none"> Existing travel patterns and opinions of existing building or site users towards cycling and walking, identifying constraints and opportunities; Travel patterns and transport impact of future building users; Current local environment for walkers and cyclists; Reporting of the number and type of existing accessible amenities; Disabled access; Calculation of the existing public transport accessibility index; Current facilities for cyclists The travel plan includes proposals to increase or improve sustainable modes of transport and movement of people and goods during the building's operation and use. The occupier has been involved in the development of the travel plan. The travel plan will be implemented post construction and be supported by the building's management in operation. 	Travel Consultant / End User	2	1.67%	2			<p>Required</p> <ul style="list-style-type: none"> Commitment letter from occupier Final Travel Plan and Transport Statement <p>Received - 28.07.25</p> <ul style="list-style-type: none"> Draft travel plan Draft transport statement/ assessment AI Calculator (assessor) <p>Note: Requires confirmation of EV and Car sharing spaces- Email from Peter Todd (SCP)- 23.07.25</p>	2

Tra 02	Sustainable Transport Measures	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Tra 02 - Pre-requisite	Transport Assessment and Travel Plan	Travel Consultant / End User	Pre-requisite						As per Tra 01 above.	2
Tra 02 - Credits 1 to 10	Transport Options Implemented	<p>Identify the sustainable transport measures as follows:</p> <p>Public Transport Measures:</p> <ul style="list-style-type: none"> The existing AI achieves ≥8 (1); Increase in AI through (i) negotiations with local bus/ train companies (2) OR (ii) the provision of diverted bus routes (3) OR (iii) a dedicated service (3); Public transport information system (1) <p>Private Transport Measures:</p> <ul style="list-style-type: none"> Electric charging for at least 10% of the total car parking capacity (1); Car sharing group or facility for at least 5% of the total car parking capacity (1) <p>Active Travel Measures:</p> <ul style="list-style-type: none"> Consult with the LA on the state of local cycle networks and public accessible pedestrian routes (2); Compliant cycle storage (1); At least two compliant cyclist facilities (1); Three existing accessible amenities present (1); A new accessible amenity provided (2) OR more than one accessible amenity provided (3) <p>Alternative Transport Measures:</p> <ul style="list-style-type: none"> Site specific improvement measures (not covered above) implemented (1-3) 	Lovelock Mitchell / M&E	10	8.33%	8	2		<p>Required</p> <ul style="list-style-type: none"> Number of occupants/visitors/classes Commitment letter from occupier Site specific travel plan Transport statement/ assessment AI Calculator Scaled map showing safe route to 'Existing Amenities' Drawings/Plan (cycle facilities, safe access, EV chargers, shared car parking, location of information system) Meeting minutes/emails to show the design team has consulted with the LA 	4

Total Section Credits	12	0	10	2	0
Innovation Credits	0	0	0	0	0

Section Score	10.00%	0.00%	8.33%	1.67%	0.00%
Innovation Score	0.00%	0.00%	0.00%	0.00%	0.00%

WATER

Wat 01	Water Consumption	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wat 01 - Credits 1 to 5	Water Consumption	<ul style="list-style-type: none"> Determined by provision of low consumption sanitaryware (including WC's, urinals, taps, showers, baths, dishwashers and washing machines). <p>Note: Where greywater/ rainwater system is specified, its yield can be used to offset non-potable demand.</p>	Lovelock Mitchell / M&E	5	4.38%	2	2	1	<p>Required</p> <ul style="list-style-type: none"> Wat 01 Component Table - template provided Design layout drawings Wat 01 Calculator (assessor) Architect Commitment letter - Confirming BS 8515 calculation of rainwater harvesting contribution to flushing demand. Layouts confirming NIFA for each area 	4
Wat 01 - Innovation Credit 1	Water Consumption	<ul style="list-style-type: none"> Water consumption achieves a 65% improvement. 	Lovelock Mitchell / M&E	1	1.00%			1	No rainwater/ greywater harvesting has been specified; therefore a 65% improvement is not achievable.	4

1(no.) 'water consumption' credit required for a 'GOOD', 'VERY GOOD' and 'EXCELLENT' rating	Minimum Standard Review
2(no.) 'water consumption' credits required for an 'OUTSTANDING' rating	Minimum Standard Review

Wat 02		Water Monitoring	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	
Wat 02 - Credit 1		Water Monitoring	Method Consultings	1	0.88%		1			Required - M&E Design Stage Spec. - Drawing/Plan : Domestic Water Services - External Site Plan (external metering)	4

Criterion 1 (specification of a water meter on the mains water supply) required for a 'GOOD' rating and above

Minimum Standard Review

Wat 03		Water Leak Detection	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wat 03 - Credit 1		Leak Detection System	Method Consultings	1	0.88%		1			Required - M&E Design Stage Spec. - Drawing/Plan : Domestic Water Services with annotated spec	4
Wat 03 - Credit 2		Flow Control Devices	Method Consultings	1	0.88%		1			Required - M&E Design Stage Spec - Drawing/Plan : flow control to each WC area/facility	4

Total Section Credits	8	0	5	2	1
Innovation Credits	1	0	0	0	1

Section Score	7.00%	0.00%	4.38%	1.75%	0.88%
Innovation Score	1.00%	0.00%	0.00%	0.00%	1.00%

MATERIALS

Mat 01		Environmental Impacts from Construction Products - Building Life Cycle Assessment	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Mat 01 - Credits 1 to 6		Superstructure	Melin Consultants	6	6.43%		6			Required RIBA Stage 2 - Email confirming Carbon Designer use; - LCA Element Option - Pro Forma (headed paper) - Mat01 Calculator Tool (Stage 2) - LCA Stage 2 Option Report RIBA Stage 4 - Pro forma of Materials - Mat01 Calculator Tool (Stage 4) - LCA Stage 4 Option Report	2
Mat 01 - Credits 7		Substructure and Hard Landscaping	Melin Consultants	1	1.07%		1			Required RIBA Stage 2 - Email confirming Carbon Designer use; - LCA Element Option - Pro Forma (headed paper) - Mat01 Calculator Tool (Stage 2) - LCA Stage 2 Option Report	2
Mat 01 - Innovation Credit 1		Core Building Services Options Appraisal During Concept Design	Melin Consultants	1	1.00%		1			Required RIBA Stage 2 - Email confirming Carbon Designer use; - LCA Element Option - Pro Forma (headed paper) - Mat01 Calculator Tool (Stage 2) - LCA Stage 2 Option Report	2
Mat 01 - Innovation Credit 2		LCA and LCC Alignment	Melin Consultants	1	1.00%		1			- The options appraised for the superstructure may be included in the elemental LCC (Man 02, Credits 1 and 2), and the options appraised for the substructure and hard landscaping may be included in the component LCC (Man 02, Credit 3) - to be reviewed.	2

Mat 01 - Innovation Credit 3	Third Party Verification	<ul style="list-style-type: none">Criteria 1 to 7 under Mat 01, Credits 1 to 6 are achieved (opportunities for reducing environmental impacts have been identified during RIBA Stage 2 to 4).A suitably qualified third party carries out the building LCA's or produces a report verifying the building LCA's accurately represent the designs under consideration.The findings of the verification checks made by the suitably qualified third party in the report are itemised for each LCA option.Details of the suitably qualified third party's relevant skills and experience and a declaration of their independence from the project client/ design team in the report is included.	Melin Consultants	1	1.00%		1			- A suitably qualified third party may be appointed to verify the building LCA's - to be reviewed	2
	Mat 02	Environmental Impacts from Construction Products - Environmental Product Declaration	Responsibility	Credits	Value (%)	Awarded	Targeted	Possible	Not Sought	Comments	
	Mat 02 - Credit 1	Recognised Environmental Product Declaration <ul style="list-style-type: none">Construction products have been specified with EPD that achieves a total points score of at least 20 where:<ul style="list-style-type: none">EPD applicable to a single product and a single manufacturer (1.5);EPD applicable to more than one product and a single manufacturer (0.75);EPD applicable to more than one product and more than one manufacturer (0.5)	Cyngor Gwynedd	1	1.07%			1		Required - Mat 01/02 Results Submission tool - EPD Certificates	3
	Mat 03	Responsible Sourcing of Construction Products	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
	Mat 03 - Pre-requisite	Pre-requisite <ul style="list-style-type: none">All timber based products are legally harvested and traded timber as per the UK Government's Timber Procurement Policy.	Cyngor Gwynedd							Required - Client Commitment Letter (on behalf of the contractor) & Prelims	3
	Mat 03 - Credit 1	Enabling a Sustainable Procurement <ul style="list-style-type: none">A sustainable procurement plan must be used to guide specification towards sustainable construction. The plan must:<ul style="list-style-type: none">Be in place before Concept Design.Include sustainability aims, objectives and strategic targets to guide procurement activities. Note: targets do not need to be achieved for the credit to be awarded but justification must be provided for targets that are not achieved.Include a requirement for assessing the potential to procure construction products locally. There must be a policy to procure construction products locally where possible.Include details of procedures in place to check and verify the effective implementation of the sustainable procurement plan. <p>In addition, if the plan is applied to several sites or adopted at an organisational level it must:</p> <ul style="list-style-type: none">Identify the risks and opportunities of procurement against a broad range of social, environmental and economic issues following the process set out in BS ISO 20400:2017(170).	Cyngor Gwynedd	1	1.07%	1				Received - Sustainable Procurement Plan (RIBA Stage 2) - Amended Sustainable Procurement Plan Note KD emailed queries - 01.05.25	2
	Mat 03 - Credits 2 to 4	Measuring Responsible Sourcing <ul style="list-style-type: none">Measure responsible sourcing of materials to determine the number of credits achieved for the construction products specified or procured:<ul style="list-style-type: none">1 Credit: ≥10% (superstructure only);2 Credits: ≥20% (superstructure, internal finishes, substructure and hard landscaping);3 Credits: ≥30% (superstructure, internal finishes, substructure and hard landscaping)	Lovelock Mitchell / Cyngor Gwynedd	3	3.21%		2	1		Required - Architect's completed Mat 03 checklist - Material certificates (ISO14 & BS) - Mat 03 calculator (assessor) - must include ALL materials even if they're not responsibly sourced - Layouts linking materials to the calc	4
	Mat 03 - Innovation Credit 1	Responsible Sourcing of Construction Products <ul style="list-style-type: none">At least 50% of the available responsible sourcing points for superstructure, internal finishes, substructure and hard landscaping, and core services have been achieved.	Lovelock Mitchell / Cyngor Gwynedd	1	1.00%				1	As per Mat 03 above.	4
	Mat 05	Designing for Durability and Resilience	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
	Mat 05 - Credit 1	Designing for Durability and Resilience <ul style="list-style-type: none">Protecting Vulnerable Parts of the Building from Damage<ul style="list-style-type: none">Protection measures are incorporated into the building's design and construction to reduce damage to the building's fabric or materials against:<ul style="list-style-type: none">Negative impacts of high user numbers in relevant areas of the building;Damage from any vehicle or trolley movements within 1m of the internal building fabric in storage, delivery, corridor and kitchen areas;External building fabric damage by a vehicle;Potential malicious damage to building materials and finishes, in public and common areasProtecting Exposed Parts of the Building from Material Degradation<ul style="list-style-type: none">Key exposed building elements are designed and specified to limit long and short term degradation due to environmental factors through:<ul style="list-style-type: none">The element or product achieving an appropriate quality or durability standard; ORA detailed assessment of element's resilience where exposed to the applicable degradation and environmental factorsConvenient access to the roof and façade for cost-effective cleaning, replacement and repair has been includedThe roof and façade has been designed to prevent water damage, ingress and detrimental ponding.	Lovelock Mitchell	1	1.07%		1			Required - Design drawings (detailing protection measures) - Roof plan indicating access etc - Mat 05 - Designing for Durability and Resilience	4

Mat 06	Material Efficiency	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Mat 06 - Credit 1	Minimise Material Use and Waste	<ul style="list-style-type: none"> • Opportunities have been identified and appropriate measures investigated and implemented to minimise the use of materials in building design, procurement, construction, maintenance and end of life for the end of RIBA Stages 1, 2, 3, 4 and 5. • Targets and actual material efficiencies achieved are recorded. 	Lovelock Mitchell	1	1.07%		1		Required - Mat 06 Materials Efficiency Report (REV. 1, 2, 3, 4)	1

Total Section Credits	14	1	10	3	0
Innovation Credits	4	0	2	0	2

Section Score	15.00%	1.07%	10.71%	3.21%	0.00%
Innovation Score	4.00%	0.00%	2.00%	0.00%	2.00%

WASTE

Wst 01	Construction Waste Management	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wst 01 - Credits 1 to 3	Construction Resource Efficiency • A RMP covering the following has been prepared: - Non-hazardous waste materials from on-site construction and dedicated off-site manufacture or fabrication, including demolition and excavation waste; - Accurate data records on waste arisings and waste management routes The benchmarks for the amount of non-hazardous construction waste (excluding demolition and excavation) generated per 100m ² of floor area are met or improved as follows: - 1 Credit: ≤13.3m ³ (by volume) or ≤11.1 tonnes (by weight); - 2 Credit: ≤7.5m ³ (by volume) or ≤6.5 tonnes (by weight); - 3 Credits: ≤3.4m ³ (by volume) or ≤3.2 tonnes	Cyngor Gwynedd	3	2.00%		2	1		Required - Client Commitment Letter (Contractor) & Prelims - Resource Management Plan	3
Wst 01 - Credit 4	Diversion of Resources from Landfill • The benchmarks for the diversion from landfill of non-hazardous construction and demolition waste are met or improved as follows: - Non-demolition: 70% (by volume) or 80% (by weight); - Demolition: 80% (by volume) or 90% (by weight) • Waste materials are sorted into separate waste groups either on site or through a licensed contractor for recovery.	Cyngor Gwynedd	1	0.67%		1			Required - Client Commitment Letter (Contractor) & Prelims	3
Wst 01 - Innovation Credit 1	Construction Waste Management • The amount of waste generated per 100m ² of floor area is ≤1.6m ³ (by volume) or ≤1.9 tonnes (by weight).	Cyngor Gwynedd	1	1.00%				1	As per Wst 01 above.	3

1(no.) credit required for an 'OUTSTANDING' rating

Minimum Standard Review

Wst 02	Use of Recycled and Sustainably Sourced Aggregates	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wst 02 - Credit 1	Project Sustainable Aggregate Points • All aggregate uses and types are identified. • The quantity in tonnes for each identified use and aggregate type is determined. • The region in which the aggregate source is located is identified. • The distance in km travelled by all aggregates by transport type is calculated. • At least 3.5 project sustainable aggregate points are achieved.	Cyngor Gwynedd	1	0.67%			1		Required - Wst 02 Calculator - Supporting information used for calculator input	3
Wst 02 - Innovation Credit 1	Use of Recycled and Sustainably Sourced Aggregates • All aggregate uses and types are identified. • The quantity in tonnes for each identified use and aggregate type is determined. • The region in which the aggregate source is located is identified. • The distance in km travelled by all aggregates by transport type is calculated. • At least 6.0 project sustainable aggregate points are achieved.	Cyngor Gwynedd	1	1.00%			1		Required - Client (Contractor) Commitment Letter or Prelims	3

Wst 03	Operational Waste	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wst 03 - Credit 1	Operational Waste	<ul style="list-style-type: none"> A dedicated space for the segregation and storage of operational recyclable waste generated is provided as follows: <ul style="list-style-type: none"> Clearly labelled to assist with segregation, storage and collection; Accessible to the building occupants for the deposit of materials and collections; Of a capacity appropriate to the building type, size and predicted volumes of waste that will arise from daily/ weekly operational activities; Compliant with the relevant NHS guidelines For Consistent and Large Amounts of Operational Waste Generated: <ul style="list-style-type: none"> Static waste compactor of balers; Vessel for composting suitable organic waste; A water outlet is provided adjacent to, or within the facility for cleaning and hygiene purposes 	Lovelock Mitchell	1	0.67%	1			Required - Drawing to identify adequately sized, segregated bin storage facilities (attached note for: "clearly labelled for general and recyclable")	4

1(no.) credit required for an "EXCELLENT" rating and above

Minimum Standard Review

Wst 05	Adaptation to Climate Change	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wst 05 - Credit 1	Resilience of Structure, Fabric, Building Services and Renewable Installation	<ul style="list-style-type: none"> A climate change adaptation strategy appraisal has been conducted using a systematic risk assessment to identify the impact of expected extreme weather conditions arising from climate change on the building over its projected life cycle Recommendations and/ or solutions based on the strategy appraisal have been developed to mitigate the identified impact during RIBA Stage 2. An update is provided during RIBA Stage 4 to demonstrate how the recommendations and/ or solutions proposed have been implemented. 	Method Consultings	1	0.67%	1			Required - Stage 4 Report demonstration recommendations implemented Received - Climate Change Adaptation Strategy (RIBA Stage 2) Note KD emailed queries - 01.05.25	2
Wst 05 - Innovation Credit 1	Responding to Climate Change	In addition to the structural and resilience, fabric, building services, and renewable installation criterion, the following is met: <ul style="list-style-type: none"> Hea 04: Thermal model demonstrates that the required thermal comfort levels can be achieved under a projected climate change environment; Ene 01: At least 6 credits have been achieved; Ene 04: Credit 1 (Passive Design Analysis) has been achieved; Wat 01: Minimum of 3 credits have been achieved; Mat 05: Material degradation element has been achieved; Pol 03: At least 1 credit achieved under Flood Risk AND at least 2 credits achieved under Surface Water Runoff. 	Lovelock Mitchell / M&E / BREEAM Assessor	1	1.00%		1		Evidence for: - Hea 04 - Ene 01 - Ene 04 - Wat 01 - Mat 05 - Pol 03	4

Wst 06	Design for Disassembly and Adaptability	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Wst 06 - Credit 1	Design for Disassembly & Adaptability (Recommendations)	<ul style="list-style-type: none"> A study to explore the ease of disassembly and the functional adaptation potential of different design scenarios is conducted Recommendations and/ or solutions based on the study have been developed during RIBA Stage 2 to enable and facilitate disassembly and functional adaptation. 	Lovelock Mitchell / M&E	1	0.67%	1			Received - Disassembly and Functional Adaptability Study (RIBA Stage 2) Note KD emailed queries - 01.05.25	2
Wst 06 - Credit 2	Design for Disassembly & Adaptability (Implementation)	<ul style="list-style-type: none"> Credit 1 has been achieved An update is provided during RIBA Stage 4 on: <ul style="list-style-type: none"> How the recommendations and/ or solutions proposed during RIBA Stage 2 have been implemented; Changes to the recommendations and/ or solutions during RIBA Stage 4. A building adaptability and disassembly guide to communicate the characteristics is produced and issued to the building user/ tenant. 	Lovelock Mitchell / M&E	1	0.67%		1		Required - Disassembly and Functional Adaptability Study (how recommendation have been implemented) (RIBA Stage 4) - Building Adaptability and Disassembly Guide - End User commitment letter	4

Total Section Credits

9

2

4

3

0

Innovation Credits

3

0

0

2

1

Section Score

6.00%

1.33%

2.67%

2.00%

0.00%

Innovation Score

3.00%

0.00%

0.00%

2.00%

1.00%

LAND USE AND ECOLOGY

LE 01	Site Selection	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
LE 01 - Credit 1	Previously Occupied Land	• At least 75% of development's footprint is on an area of land that has previously been occupied.	Lovelock Mitchell / Cyngor Gwynedd	1	1.00%			1		3
LE 01 - Credit 2	Contaminated Land	• The contaminated land professional's site investigation, risk assessment and appraisal has deemed land within the site to be affected by contamination. • The client/ contractor confirms that remediation will be undertaken in line with remediation strategy and its implementation plan.	Lovelock Mitchell / Cyngor Gwynedd	1	1.00%			1	Note Contamination Investigation Report confirmed that no substantial contamination was found. Credit removed from assessment - 30.04.25	2
LE 02	Identifying and Understanding the Risks and Opportunities for the Project	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
LE 02 - Pre-requisite	Assessment Route Selection	• An assessment route for the project has been determined. • The client/ contractor confirms compliance is monitored against all relevant UK and EU legislation.	Cyngor Gwynedd / Contractor	Pre-requisite					Required - Land Use and Ecology Reporting Template - Contractor letter confirming compliance with UK legislation - Design Code / Contracts highlighting legislation to be adhered to Note: Template issued 12.03.25	2
LE 02 - Credit 1	Survey and Evaluation	• Route 1 (Project Team Member Route) - BREEM Ecological Risk Evaluation Checklist completed • Route 2 (Ecologist Route) - Appropriate individual appointed at a project stage that ensures early involvement in site configuration; - An appropriate level of survey and evaluation has been carried out prior to RIBA Stage 1 to determine the ecological baseline of the site; - Data is collated and shared with the project team to inform the site preparation, design and construction works	Enfys Ecology	1	1.00%		1		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report Received PEA report & Desk Study	2
LE 02 - Credit 2	Determining the Ecological Outcomes for the Site	• Routes 1 to 2 (Project Team Member and Ecologist Route) - Credit 1 has been achieved; - The project team liaise and collaborate with representative stakeholders to identify the optimal ecological outcome for the site during RIBA Stage 4; - The ecological outcome for the site is determined by identification, appraisal and selection of specific solutions and measures sufficiently early to influence key project planning decisions in accordance with the following hierarchy of action as follows: Route 1: (i) avoidance, and (ii) protection Route 2: (i) avoidance, (ii) protection, (iii) reduction or limitation of negative impacts, (iv) on-site compensation, and (v) enhancement, considering the capacity and feasibility within the site - The optimal ecological outcome for the site is selected after liaising with representative stakeholders and the project team	Cyngor Gwynedd / Ecologist	1	1.00%		1		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report - Meeting minutes/emails to confirm early consultation with ecologist (confirming that the PEA was shared with relevant team members) Received PEA report & Desk Study	4
LE 02 - Innovation Credit 1	Determining the Ecological Outcomes for the Site	• Criteria 8 to 10 under LE 02, Credit 2 is achieved. • When determining the ecological value of the site, the wider site sustainability-related activities and the potential for ecosystem service benefits will be considered (landscape, health and wellbeing, resilience, infrastructure and community and end user involvement). • In addition to the above, the following is met: - Hea 07: Both credits under Safe and Healthy Surroundings; - Pol 03: Achieve credit for Surface Water Run-off and Minimising Watercourse Pollution; - Pol 05: Reduction of Noise Pollution credit	-	1	1.00%		1		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report Received PEA report & Desk Study	4
LE 03	Managing Negative Impacts on Ecology	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
LE 03 - Pre-requisite	Identification & Understanding Risks & Opportunities	• LE 02 has been achieved • The client/ contractor confirms that compliance is monitored against all relevant UK and EU legislation.	Cyngor Gwynedd / Contractor	Pre-requisite					Required - Client Commitment Letter (Contractor) & Prelims	3
LE 03 - Credit 1	Planning, Liaison, Implementation and Data	• Roles and responsibilities are clearly defined, allocated and implemented to support successful delivery of project outcomes at an early enough stage to influence the design. • Site preparation and construction works are planned for, and are implemented at, an early project stage to optimise benefits and outputs. • The project team liaise and collaborate with representative stakeholders on solutions and measures implemented.	Cyngor Gwynedd / Contractor	1	1.00%		1		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report	3
LE 03 - Credit 2 & 3	Managing Negative Impacts of the Project	• Route 1 (Project Team Member Route) - 1 Credit - Criteria 2 and 3 has been achieved; - Negative impacts from site preparation and construction works are managed and no net impact has resulted • Route 2 (Ecologist Route) - 2 Credits - Criteria 2 to 4 has been achieved; - Negative impacts from site preparation and construction works have been managed according to the hierarchy and no overall loss has occurred (2 credits) or the loss has been minimised (1 credit)	Enfys Ecology	2	2.00%		2		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report	3

One credit required for 'VERY GOOD' and 'ABOVE'											
Minimum Standard Review											
LE 04	Change and Enhancement of Ecological Value	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required		RIBA
LE 04 - Pre-requisite	Identification and Understanding the Risks and Opportunities for the Site	• Criteria 2 and 3 achieved under LE 03 has been achieved. • The client/ contractor confirms that compliance is monitored against all relevant UK and EU legislation.	Cyngor Gwynedd / Contractor	Pre-requisite					Required - Client Commitment Letter (Contractor) & Prelims		3
LE 04 - Credit 1	Liaison, Implementation and Data	Route 2 (Ecologist Route) • The project team liaise and collaborate with representative stakeholders on solutions and measures that enhances ecological value in the following order: - On-site; and where this is not feasible - Off-site within the zone of influence • Data is provided to the local environmental records centre	Cyngor Gwynedd / Ecologist	1	1.00%		1		Required - Client Commitment Letter (Contractor) & Prelims - Land Use and Ecology Reporting Template - Influence of Design Client Report		3
LE 04 - Credit 2 to 4	Enhancement of Ecology	Route 1 (Project Team Member Route) - 1 Credit • The project team liaise and collaborate with representative stakeholders on solutions and measures based on recommendations from recognised 'local' ecological expertise, and specialist input and guidance to inform the adoption of locally relevant ecological solutions and measures to enhance the site Route 2 (Ecologist Route) - Up to 3 Credits • Credits are awarded as follows: - 1 Credit: minimising loss (percentage score of 75 to 94); - 2 Credits: no net loss (percentage score of 95 to 104); - 3 Credits: net gain (percentage score of 105 to 109)	Enfys Ecology	3	3.00%		2	1	Required - Land Use and Ecology Reporting Template - LE04 Calculator Tool - Supporting evidence for LE04 calculator (ecology/habitat plan before and after) Received - Draft landscape strategy - above zero		4
LE 04 - Innovation Credit 1	Enhancement of Ecology	• Significant gain (percentage score of 110+).	Enfys Ecology	1	1.00%				1		4
LE 05	Long Term Ecological Management and Maintenance	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required		RIBA
LE 05 - Pre-requisite	Roles, responsibilities, Implementation, Statutory Obligations	• LE 03 (pre-requisite and credit 1) has been achieved as follows: - The client/ contractor confirms that compliance is monitored against all relevant UK and EU legislation; - Roles and responsibilities are clearly defined, allocated and implemented to support successful delivery of project outcomes at an early enough stage to influence the design; - Site preparation and construction works are planned for, and are implemented at, an early project stage to optimise benefits and outputs	Cyngor Gwynedd / Contractor	Pre-requisite					As per LE03 above		3
LE 05 - Credit 1	Planning, Liaison, Data, Monitoring, Review Management, Maintenance	Route 1 and 2 (Project Team Member and Ecologist Route) • The project team liaise and collaborate with representative stakeholders on solutions and measures implemented to (i) monitor and review implementation and the effectiveness, and (ii) develop and review management and maintenance solutions, actions and measures; • To ensure continued relevance over the period of the project, consideration must be made to (i) monitor and report the ecological outcomes for site, (ii) monitor and report outcomes and successes, (iii) arrangements for the ongoing management of landscape and habitat, (iv) maintain the ecological value of the site and its relationship or connection to its zone of influence, and (v) remedial or other management actions carried out which relate to LE 02, LE 03 and LE 04 • Ecology and biodiversity information is provided as part of the building user/ tenant information at handover. • A landscape management plan or similar is produced to support maintenance of the ecological value of the site.	Cyngor Gwynedd / Ecologist	1	1.00%		1		Required - Client Commitment Letter - Land Use and Ecology Reporting Template		3
LE 05 - Credit 2	Landscape and Ecology Management Plan Development	Route 2 (Ecologist Route) • A landscape and ecology management plan or equivalent is developed in accordance with BS 42020: 2013, section 11.1 covering the first five years after project completion; • The plan is updated as appropriate to support maintenance of the ecological value of the site	Enfys Ecology	1	1.00%		1		Required - Client Commitment Letter - Land Use and Ecology Reporting Template		4
Total Section Credits			13		0	10	1	2			
Innovation Credits			2		0	0	1	1			
Section Score			13.00%		0.00%	10.00%	1.00%	2.00%			
Innovation Score			2.00%		0.00%	0.00%	1.00%	1.00%			

POLLUTION											
Pol 01		Impact of Refrigerants	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Pol 01 - Credits 1 to 3	Impact of Refrigerants	<p>3 Credits: No refrigerant use within the installed plant or systems OR</p> <p>Pre-Requirement: All systems with electric compressors comply with BS EN 378: 2016, Parts 2 and 3, and the Institute of Refrigeration Ammonia Refrigeration Systems code of practice (where applicable)</p> <p>2 Credits: The Direct Effect Life Cycle (DELCC) CO₂ equivalent emissions is ≤100kgCO₂e/kW cooling/ heating capacity used OR all refrigerants have a GWP ≤10</p> <p>1 Credit: The DELCC CO₂ equivalent emissions of ≤1,000kgCO₂e/kW cooling/ heating capacity used</p> <p>1 Additional Credit:</p> <ul style="list-style-type: none">• All systems are hermetically sealed or only use environmentally benign refrigerants OR (if not hermetically sealed) AND Systems have a permanent automated refrigerant leak detection system that is robust and tested and capable of continuously monitoring for leaks OR an inbuilt automated diagnostic procedure for detecting leakage is enabled OR• The system must be capable of managing remaining refrigerant charge from further loss	Method Consultings	3	2.00%		1	1	1	Required - M&E Design Stage Spec. - Pol01 Systems Table - Pol 01 Impacts of Refrigerants Calculator	4
Pol 02		Local Air Quality	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Pol 02 - Credit 1 & 2	Local Air Quality	<ul style="list-style-type: none">• All heating and hot water is supplied by non-combustion systems OR• All heating and hot water is supplied by combustion systems in accordance with the following: <p>1 Credit</p> <ul style="list-style-type: none">- Gas boiler: ≤27mg/kWh;- Gas cogeneration or heat pumps using external combustion: ≤34mg/kWh;- Gas cogeneration or heat pumps using internal combustion: ≤56mg/kWh <p>2 Credits</p> <ul style="list-style-type: none">- Gas boiler: ≤24mg/kWh;- Gas cogeneration or heat pumps using external combustion: ≤30mg/kWh;- Gas cogeneration or heat pumps using internal combustion: ≤50mg/kWh	Method Consultings	2	1.33%		2			Required - M&E Design Stage Spec - Heating and Hot Water Layouts	4
Pol 03		Flood and Surface Water Management	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Pol 03 - Pre-requisite	Pre-requisite	<ul style="list-style-type: none">• An appropriate consultant appointed to demonstrate compliance with the following.	Waterco Datrys	Achieved						Received - Flood Risk Assessment (confirm qualifications of consultant)	2
Pol 03 - Credit 1 & 2	Flood Resilience	<p>2 Credits:</p> <ul style="list-style-type: none">• A site specific Flood Risk Assessment (FRA) confirms the development is in a flood zone that is defined as having a low annual probability of flooding <p>OR</p> <p>1 Credit:</p> <ul style="list-style-type: none">• A site specific Flood Risk Assessment (FRA) confirms the development is in a flood zone that is defined as having a medium/ high flood risk and not in a functional flood plain;• The ground level and access to both the building and site are designed so they are at least 600mm above design flood level OR the appropriate consultant informs the design in accordance with BS8533: 2011, Section 5)	Waterco Datrys	2	1.33%	1			1	Received - Site Specific Flood Risk Assessment - Medium Risk of flooding If medium/high flood risk - Supporting evidence to illustrate the project has increased the resilience and resistance of the development to flooding through the two options outlined in the manual	2
Pol 03 - Pre-requisite	Pre-requisite	<ul style="list-style-type: none">• Surface water run-off design solutions must be bespoke and the priority levels are followed ((i) water is collected for use in the development, (ii) water is infiltrated into the ground, (iii) water is discharged to surface water body, (iv) water is discharged to the drainage system, and (v) water is discharged to a combined sewer).	Waterco Datrys	Pre-requisite 2						Required - GN38	4
Pol 03 - Credit 3	Surface Water Run Off (Rate)	<ul style="list-style-type: none">• Brownfield Sites: Drainage measures are specified so that the peak rate of run off from site to watercourses shows a 30% improvement for the developed site compared with the pre-developed site (for 1 and 100 year events).• Greenfield Sites: Drainage measures are specified so that the peak rate of run off from site to watercourses is no greater for the developed site compared with the pre-developed site (for 1 and 100 year events).• Relevant maintenance agreements for the ownership, long term operation and maintenance of all SUDS are in place. Calculations include an allowance for climate change.	Waterco Datrys	1	0.67%		1			Required - GN38 - Drainage Strategy (to provide a link to the figures input into GN38) - Calculation results for the pre-and post-development peak rate of run-off	4

Pol 03 - Credit 4	Surface Water Run Off (Volume)	<ul style="list-style-type: none"> Flooding of property will not occur in the event of a local drainage system failure AND EITHER Drainage measures are specified so that the post development run-off volume over the development lifetime is no greater than it would have been prior to the assessed site's development AND any additional predicted run-off for this event is prevented from leaving the site by infiltration or other SUDS techniques. OR <ul style="list-style-type: none"> Justification provided by consultant stating why above criteria cannot be achieved; Drainage measures are specified so that the post development peak rate of run-off is reduced to the limited discharge (either (i) the pre-development one year peak flow rate, (ii) the means annual flow rate, or (iii) 2l/s/ha) Relevant maintenance agreements for the ownership, long term operation and maintenance of all SUDS are in place. Calculations include an allowance for climate change. 	Waterco Datrys	1	0.67%		1			Required GN38 - Information showing proposed drainage solution system failure flood flow routes, potential flood ponding levels and ground floor levels - Calculation results for the pre- and post-development volume of run-off - Calculation results for the limiting discharge (where relevant)	4
Pol 03 - Credit 5	Minimising Watercourse Pollution	<ul style="list-style-type: none"> There is no discharge from site for rainfall up to 5mm. An appropriate level of pollution prevention treatment (using SUDS) is provided to areas with low risk of watercourse pollution. Separators are installed in surface water drainage systems to areas with high risk of contamination or spillage of substances. Chemical/ liquid gas storage areas have means of containment fitted to the site drainage system. Water pollution prevention systems are designed and installed in accordance with the recommendations of the SUDS manual. A comprehensive and up-to-date drainage plan will be made available for the building occupants. Relevant maintenance agreements for the ownership, long term operation and maintenance of all SUDS are in place. All external storage and delivery areas are designed in accordance with current best practice planning guidance 	Waterco Datrys	1	0.67%		1			Required - GN38	4

	Pol 04	Reduction of Night Time Pollution	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
Pol 04 – Credit 1	Reduction of Night Time Light Pollution	<ul style="list-style-type: none">External lighting pollution has been eliminated through effective design that removes the need for external lighting. OR <ul style="list-style-type: none">All external lighting (excluding safety and security lighting) can be automatically switched off between 23:00 and 07:00.Safety and Security lighting is used between 23:00 and 07:00 and complies with the lower levels of lighting set out in Table 2 of the ILP guidance notes.Illuminated advertisements are designed in compliance with ILP PLG05: The Brightness of Illuminated Advertisements.	Method Consultings	1	0.67%		1			Required <ul style="list-style-type: none">M&E Design Stage Spec.Drawings / PlansILP Guide Table 2 recommendation confirmation examples.	4

	Pol 05	Reduction of Noise Pollution	Responsibility	Credits	Value	Awarded	Targeted	Possible	Not Sought	Feedback & Evidence Required	RIBA
	Pol 05 - Credit 1	Reduction of Noise Pollution	<ul style="list-style-type: none">There are no noise sensitive developments within 800m OR (if there are) <ul style="list-style-type: none">A noise assessment compliant with BS 4142: 2014 is commissionedThe noise assessment must be undertaken by a suitable qualified acoustic consultantThe noise level from the building (as measured in the locality of the most exposed noise-sensitive building) must be at least 5db lower than background noise throughout the day and nightMeasures are installed to attenuate if noise level is greater	MZA Acoustics Limited	1	0.67%	1			Required Route 1 (No plant specification modelling) <ul style="list-style-type: none">Baseline Noise Impact Assessment (inc. qualifications)M&E letter confirmation that the ENS results have been used to specify plantContractor letter confirming PC testing will be carried out and attenuation measures installed, where necessary. Route 2 (Plant specification modelling) <ul style="list-style-type: none">Baseline Noise Impact Assessment (inc. qualifications)M&E Spec	4

Total Section Credits	12		1	8	1	2
Innovation Credits	0		0	0	0	0

Section Score	8.00%	0.67%	5.33%	0.67%	1.33%
Innovation Score	0.00%	0.00%	0.00%	0.00%	0.00%

Overall Score	100.00%	9.68%	63.08%	21.55%	5.68%
Overall Innovation Score	20.00%	0.00%	4.00%	8.00%	8.00%

Predicted Score	76.77%	Excellent
Current Score	9.68%	Unclassified

Credit Progress

Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation

	Credit	Awarded	Targeted
Man 01	Project Delivery Planning		1
	Stakeholder Consultation (Interested Parties)		1
	BREEAM AP (Concept & Developed Design)	Achieved	
	BREEAM AP (Concept Design)	1	
	BREEAM AP (Developed Design)	1	
Man 02	Elemental LCC		
	Component Level LCC Options Appraisal		
	Capital Cost Reporting		1
Man 03	Legal and Sustainable Timber	Pre-requisite 1	
	Environmental Management		1
	BREEAM AP (Site)	Pre-requisite 2	
	BREEAM AP (Site)		
	Responsible Construction Management		2
	Monitoring of Construction Site Impacts	Pre-requisite 3	
	Utility Consumption		1
Man 04	Transport of Material & Waste		1
	Innovation (Responsible Construction Management)		
	Commissioning (Testing Schedule and Responsibilities)		1
	Commissioning (Design and Preparation)		1
	Testing and Inspecting Building Fabric		
Man 05	Handover		1
	Aftercare Support		1
	Commissioning (Implementation)		1
Hea 01	Post Occupancy Evaluation (POE)		1
	Control of Glare from Sunlight		1
	Daylighting		2
	View Out		1
	Internal & External Lighting Levels, Zoning & Control		
	Innovation (Daylighting)		
	Innovation (Lighting Dimmers)		
Hea 02	Indoor Air Quality Plan (IAQP)	Pre-requisite	
	Ventilation		
	Emissions from Construction Products		1
Hea 04	Post Construction Indoor Air Quality Measurement		
	Thermal Modelling		1
	Design for Future Thermal Comfort		1
Hea 05	Thermal Zoning and Controls		1
	Acoustic Performance		
Hea 06	Security of Site and Building		
	Innovation		
Hea 07	Safe Access		
	Outside Space		1

	Credit	Awarded	Targeted
Ene 01	Energy Performance	7	
	Prediction of Operational Energy Consumption	Pre-requisite	
	Energy Modelling and Reporting		4
	Innovation		2
Ene 02	Sub-metering of End Use Categories		1
	Sub-metering of HighEnergy Load andTenancy Areas		1
	External Lighting		1
Ene 03	Passive Design Analysis		1
	Free Cooling		
Ene 04	Low Zero Carbon Feasibility Study	1	
	Energy Consumption		1
Ene 06	Energy Efficient Features		1
	Operational Energy Savings		
Tra 01	Travel Plan		2
	Transport Assessment and Travel Plan	Pre-requisite	
Tra 02	Transport Options Implemented		8
	Water Consumption		2
Wat 01	Innovation		
	Water Monitoring		1
Wat 02	Leak Detection System		1
	Flow Control Devices		1
Wat 03	Superstructure		6
	Substructure and Hard Landscaping		1
Mat 01	Innovation		2
	Recognised Environmental Product Declaration		
Mat 02	Pre-requisite	Evidence required	
	Enabling a Sustainable Procurement	1	
Mat 03	Measuring Responsible Sourcing		2
	Innovation		
Mat 05	Designing for Durability and Resilience		1
	Minimise Material Use and Waste		
Mat 06	Construction Resource Efficiency		2
	Diversion of Resources from Landfill		1
Wst 01	Innovation		
	Project Sustainable Aggregate Points		
Wst 02	Innovation		

	Credit	Awarded	Targeted
Wst 03	Operational Waste		1
	Resilience of Structure, Fabric, Building Services and Renewable Installati	1	
Wst 05	Innovation		
	Design for Disassembly & Adaptability (Recommendations)	1	
Wst 06	Design for Disassembly & Adaptability (Implementation)		
	Previously Occupied Land		
LE 01	Contaminated Land		
	Assessment Route Selection	Pre-requisite	
LE 02	Survey and Evaluation		1
	Determining the Ecological Outcomes for the Site		1
LE 03	Innovation		
	Identification & Understanding Risks & Opportunities	Pre-requisite	
LE 04	Planning, Liaison, Implementation and Data		1
	Managing Negative Impacts of the Project		2
LE 05	Identification and Understanding the Risks and Opportunities for the Site	Pre-requisite	
	Liaison, Implementation and Data		1
Pol 01	Enhancement of Ecology		2
	Innovation		
Pol 02	Roles, responsibilities, Implementation, Statutory Obligations	Pre-requisite	
	Planning, Liaison, Data, Monitoring, Review Management, Maintenance		1
Pol 03	Landscape and Ecology Management Plan Development		1
	Impact of Refrigerants		1
Pol 04	Local Air Quality		2
	Pre-requisite	Achieved	
Pol 05	Flood Resilience	1	
	Pre-requisite	Pre-requisite 2	
Pol 06	Surface Water Run Off (Rate)		1
	Surface Water Run Off (Volume)		1
Pol 07	Minimising Watercourse Pollution		1
	Reduction of Night Time Light Pollution		1
Pol 08	Reduction of Noise Pollution		1

	Awarded
	Targeted
	Not Sought
	Minimum Requirement Not Met

Tra 02 : Sustainable transport measures

Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation

10 credits – Transport options	Credits	Awarded	Targeted
Preliminary calculations show that the existing AI is greater than 8. <i>- to be confirmed</i>	1		0
A public transport information systems will be installed in a publicly accessible area	1		1
Consultation with the LA regarding cycle networks and pedestrian routes will not be undertaken.	1		1
Three existing accessible amenities in close proximity. <i>- to be confirmed</i>	1		0
Electric charging (3kW for at least 10% of the total car parking spaces) (see below).	1		1
Car sharing spaces (at least 5% of the total car parking spaces) (see below).	1		1
Cycle storage (see below).	1		1
Cycle facilities (see below).	1		1
One new accessible amenity will be provided (out door space).	2		2
Total	10	0	8

Number of Cycle Spaces	No. of occupants	No. of spaces
Sheltered housing, care homes, supported living facility		
Number of Staff	20	2.00
Number of Visitors/Beds	56	5.60
Total		8

TBC

TBC

Cycle Facilities	No. of
Lockers	8
Shower	1

Note 1: The number of lockers is at least equal to the number of cycle spaces required.

Note 2: One shower for every 10 cycle storage spaces, subject to a minimum provision of one shower.

Electric Recharging Stations & Car Sharing			
Site plan indicates	50	car parking spaces	TBC
EV chargers required	5		
Car sharing spaces required	3		

Note 3: Provide electric recharging stations of a minimum of 3kW for at least 10% of the total car parking capacity for the development.

Note 4: Provide priority spaces for car sharers for at least 5% of the total car parking capacity for the development.

Penrhos Care Home, Llanbedrog

BREEAM New Construction V6: Multi-residential Accommodation

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End Users	End Users		
Lift Contractor	Lift Contractor	TBC	TBC

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Penrhos

RESIDENTIAL AND NURSING CARE HOME DEVELOPMENT

Communication and
Engagement Plan



 Published
2025



GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Betsi Cadwaladr
University Health Board

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Campaign name:

Penrhos Care Home Development

Lead officers:

Head of Adults, Health and Wellbeing Mari Wynne Jones (CG)
West Area Lead for Operational Improvement Christine Rudgley (BCUHB)
Project Manager Meinir Owen (CG)

Brief campaign description:

The aim of this campaign is to ensure clear, effective and timely communication and engagement with local residents in the Penrhos / Llanbedrog area and wider community regarding the proposed development of a Care Home.

As part of our Communication and Engagement Plan, we will also be working closely with the Council's Cabinet Member, local elected members and relevant local Town / Community Councillors to share the proposal, purpose of the development in-line with the Local Authority's wider strategic objectives and its many benefits to the community, subject to Welsh Government IRCF grant funding approval.

We will undertake target engagement activities during each key stage of the proposed development to gather support and provide opportunities for feedback to help us shape the project going forward to ensure its success.

Background

Currently there is an under-provision of nursing home places in Gwynedd, which is worse in some parts of Gwynedd, namely Llŷn and Eifionydd. As commissioners, the Local Authority and the Health Board are therefore keen to explore how they can improve the current situation by themselves becoming providers of a care home with nursing.

The Penrhos Care Home with Nursing is a new kind of partnership that recognises the importance of cross sector collaboration to deliver the best outcomes for local residents and communities. The project will be undertaken as a Partnership between Cyngor Gwynedd (CG) and Betsi Cadwaladr University Health Board (BCUHB).

The Penrhos site offers a number of opportunities and there has been a tradition of providing care on site since the end of the Second World War. The main limitation in continuity of service was that the quality of the buildings was unsuitable and incompatible with modern requirements. In many respects the original vision of providing a range of services on the care pathway, in one location was extremely progressive and a precursor to the extra care housing schemes that have developed.

Having spent time searching for a solution and evaluating various possibilities the Polish Housing Association Board decided at a meeting on the 2nd of May 2020 that they could not continue to maintain the services and to

transfer the site to ClwydAlyn Housing Association. On the 12th of September 2020 all the obligations of the Polish Housing Association transferred to ClwydAlyn Housing Association. This included 93 sheltered apartments and a Care / Nursing Home (42 beds).

With the support of Gwynedd Council and Betsi Cadwaladr Health Board, Welsh Government were able to safeguard the future of the site as a whole. Although there was an effort to safeguard the long-term future of the care home it became clear that it would not be possible to maintain a home in the long term, but it was successful to ensure an orderly closure of the home and limited impact on individuals and their families. On the 7th of December 2020 the home was closed after identifying suitable locations of choice for all residents.

As part of the transfer ClwydAlyn Housing Association has confirmed a willingness to offer a 2.2acre piece of land on the site to Cyngor Gwynedd free of charge to consider possibilities for the provision of a care home.

Subject to successful funding applications, the project will be part-funded externally from the Welsh Government Integration and Rebalancing Capital Fund (IRCF). The planning application submission is scheduled for January 2026 with Planning Approval expected by June 2026. Construction is anticipated to commence in Spring 2027, aiming for completion and handover of the facility by September 2029. The building is projected to be fully operational by Autumn 2029.

Communication and Engagement Plan

This plan aims to help inform local residents about the development, ensuring they are aware of the project's objectives, timelines and community benefits. By providing clear and timely information, this will enable us to address any potential concerns and build support for the development.

Engaging with residents and the wider community at key stages allows for their valuable input, helping to shape the project in ways that reflect the needs and preferences of local residents. This feedback can also help identify potential issues early, allowing for adjustments that improve the overall project outcome.

It's essential to keep CG Cabinet Member, local elected members and the relevant Community/Town Councillors informed and involved. By engaging these stakeholders, we can ensure they understand the project's benefits, which can help secure their support and facilitate smoother progress through planning and development stages.

Having a well-executed Communication and Engagement Plan promotes transparency and helps build trust, showing the community that we are committed to an open and collaborative process.

The plan provides a platform to emphasise the positive impacts the development will have in the local community, such as improved care facilities, potential job creation, and enhanced community amenities, which can increase local enthusiasm and backing for the project.

Overall, this plan will assist in aligning the project's goals with the community's expectations and enhancing a positive environment for its successful completion.

Business objectives

How does this campaign support the authority's key Corporate Objectives?

- The development of the Penrhos Polish Village and in particular the Residential and Nursing Care Home is a key priority for CG to allow the Council to rebalance the share of the care home placements away from the profit-making sector.
- The Cyngor Gwynedd Plan 2023 – 28 set out the Council's vision and priorities for the period between April 2023 and the end of March 2028. The Plan explains why we are focusing our energy and resources in certain areas.

The Plan includes a series of project for the next five years under seven priorities.

- Tomorrow's Gwynedd – giving our children and young people the best possible start
- A Prosperous Gwynedd - Strengthening the economy and supporting the people of Gwynedd to earn a decent salary.
- A Homely Gwynedd - Supporting the people of Gwynedd to live in suitable and affordable homes in their communities.
- **A Caring Gwynedd - Supporting the residents of Gwynedd to live full and safe lives in our communities.**
- A Welsh Gwynedd - Ensuring that we give our residents every possible opportunity to use the Welsh language in the community.
- A Green Gwynedd - Protecting the county's natural beauty and responding positively to the climate change crisis.
- An Efficient Gwynedd - Putting the residents of Gwynedd first and treating them fairly and ensuring that the Council performs effectively and efficiently.

The Problem / Need

The population of Gwynedd is ageing, with the population over 65 years having increased by 28% in Gwynedd, and the population over 85 years having increased by 156% since the 1981 census.

It is a huge challenge to ensure that there is provision and support throughout the county for people to continue to live independently at home as the population ages, and we are aware of the significant problems that care providers face with barriers to recruiting high quality carers, which leads to gaps in provision. This is a big problem in Gwynedd and especially in the Llŷn area.

There are a total of 128 Residential beds in the Llŷn and Eifionydd area but following the closure of the Penrhos Nursing Home at the beginning of December 2020 there is no provision of nursing or dementia beds in the Llŷn area.

This means that people must travel to find suitable and qualified provision, increasing pressure on housing in the areas they would move to. We also know that some individuals must look for locations outside the county which creates difficulty in terms of visiting and maintaining contact with families and it can be more difficult to receive a service in Welsh.

The Strategic Objectives for the project are to:

- Increase the availability of local provision for care home placements
- Develop care accommodation that can meet a range of needs including residential and nursing care
- Develop Penrhos as a care home facility
- Manage council cost and BCUHB exposure through high-cost placements.

External communications objectives

What are we trying to achieve through communicating with people?

Raise Awareness

- **Objective:** Ensure that all local residents in the Penrhos village / surrounding locality are aware of the development plans for the Care Home.
- **Approach:** Utilise multiple communication channels, including PR in local newspapers, corporate website news articles, social media posts, and public meetings to share information about the development.

Highlight Community Benefits

- **Objective:** Clearly communicate the positive impacts of the development on the local community, such as improved care facilities, enhanced services, potential job opportunities and any other community benefits.
- **Approach:** Create informative materials such as newsletters and online content that outline the specific benefits of the project. Hold community events where residents can learn more about these benefits face-to-face.

Facilitate Feedback and Participation

- **Objective:** Provide multiple opportunities for local residents to share their feedback and contribute ideas that will help shape the future of the Care Home.
- **Approach:** Organise consultation Drop-In sessions, surveys and online forums where residents can express their views and suggestions. Ensure feedback mechanisms are accessible and user-friendly, and that all voices are heard.

Build Trust and Transparency

- **Objective:** Build trust within the local community by maintaining open and transparent communication throughout the Care Home development process.
- **Approach:** Regularly update residents on the progress of the project through target newsletters, website updates and public meetings. Address any potential concerns promptly and provide clear responses to community queries.

Build Long-term Community Relationships

- **Objective:** Establish lasting relationships with the local community that extend beyond the development phase, ensuring continued engagement and support for the care home.
- **Approach:** Develop a point-of-contact for residents. Potentially organise regular community events and involvement opportunities at the care home to keep the local population engaged.

Target audiences

Who do we need to engage/inform with?

External

- Local residents within Penrhos and surrounding locality
- Betsi Cadwaladr University Health Board
- Primary care providers in the local area including local GP practices
- Pwllheli Town Council
- Llanbedrog Community Council
- Stakeholders including other Regional Partnership Boards who have previously developed or in the process of delivering similar IRCF-funded projects – i.e. West Wales RPB who are currently developing a similar care home in Cwmgwili
- Stakeholders including other independent care home providers when appropriate

Internal

- All Cabinet Members (CG)
- Cabinet Member for Adults, Health and Wellbeing Cllr Dilwyn Morgan (CG)
- Local Member for Llanbedrog gyda Mynytho - Cllr Angela Russell (CG)
- Staff (CG)

Key messages

Below are some 'key messages' we would be looking to promote as part of our Communication and Engagement activities:

- Penrhos provides an opportunity to develop part of the existing site, addressing local care needs more effectively and to explore new models of care.
- Proposed facility will increase current bed capacity by 56 beds to accommodate greater need as well as bridge the current supply gap in residential and nursing care service provision within the Llŷn area.
- Currently there is an under-provision of nursing home places in Gwynedd, which is worse in some parts of Gwynedd, namely Llŷn and Eifionydd. As commissioners, the Local Authority and the Health Board are therefore keen to explore how they can improve the current situation by themselves becoming providers of a care home with nursing. This development will ensure vital care and support is available to the local and surrounding communities.
- Operating a residential and nursing home would have significant benefit in the region, in allowing the ability to place those individuals who are harder to place for a range of reasons. It will also assist with providing provision for those with more complex needs, where currently there is only a handful of providers locally who can meet those needs at very high cost. Through developing an in-house CG provision, this would also allow both the Council and Health Board to source placements on a more cost-effective basis.
- This development will incorporate a Net Zero Carbon design in line with the Council's commitment towards becoming a net carbon zero local authority by 2030.
- The development opens avenues for broader community benefits, such as local employment and upskilling.
- The development is subject to securing the necessary funding via support from Welsh Government and cannot proceed unless the funding package is in place.

Tone of voice

How will we approach our communication and engagement needs to meet our objectives?

To meet our communication and engagement objectives, we want to adopt a strategic, inclusive approach that emphasises positivity and transparency.

Key Strategies:

1. **Tailored Messaging:** Create clear, positive messages highlighting the project's benefits and maintain a consistent tone across all communication channels.
2. **Multi-channel promotion:** Use a mix of traditional media, digital platforms, and in-person engagement to reach the entire community.
3. **Interactive Feedback:** Implement surveys, public consultations and suggestion boxes to gather community input and ensure residents feel heard.
4. **Regular Updates:** Provide frequent, transparent updates on project progress, addressing any concerns with honesty.
5. **Stakeholder Engagement:** Keep local cabinet members and community/town councillors informed and involved through regular briefings and meetings.

Overall, our aim is to maintain a consistent, positive and informative tone to build support and trust within the community.

Overview of Communication and Engagement Timelines

To provide a general overview of current timelines, and subject to successful funding applications, the project will be part-funded externally from the Welsh Government Integration and Rebalancing Capital Fund (IRCF).

The **planning application submission** is scheduled for **March 2026** (dependant on outcomes of PAC report, and client approval to release), with **Planning Approval** expected by **June 2026** (TBC – pending planning application submission). **Construction** is anticipated to commence in **Spring 2027**, aiming for **completion and handover** of the facility by **Autumn 2029**. The **building** is projected to be **fully operational by Autumn 2029**.

Our communication and engagement activities have been ongoing since **2023**. This will include hosting public Drop-In sessions for residents within the Penrhos Village and the surrounding area to enable them to find out more details about proposals and to provide an opportunity to ask any further questions.

Following this, public communication updates will be planned at each 'key milestone' of the project progress from the Pre-Planning Application stage to funding approval, tender opportunities, final design stage with prospective images of the build, as well as first day of construction where we 'cut the sod', through to final completion and handover of the facility in **2029**. We will ensure to work closely with the Communication Team to share all important updates in due course.

Content Planner and Key Dates

Key dates	Type of communication/ engagement required	Content plan
September to December 2025	**INTERNAL ONLY** BCUHB and CG committees to approve the OBC before submission to Welsh Government for approval	MO to provide Communication Team with further details when confirmed dates are in place
November 2025	**INTERNAL ONLY** Submitting IRCF Funding Application update with OBC to Welsh Government – Outcome regarding funding approval anticipated January 2026	N/A
Winter 2025	EXTERNAL PR (CG and BCUHB) - Prior to Planning Application submission in March 2026, looking to do a public 'soft launch' re Care Home development to update plans have been submitted for review/approval	Press Release re Pre-App proposal for local press, CG social post and CG website/ internal comms channels. MO to provide Communication Team with further details when confirmed.

Tactics and Resources

What channels of communication will we use to reach and engage with our target groups?

Internal communication channels:

- **Briefing Notes / Summary Reports / Business Plans** - Circulate copies to Cabinet Members and local town / community councillors for review/feedback at appropriate stages
- **Cabinet and HB Meetings** - Present Paper to CG Cabinet and BUCHB Health Board meeting
- **Team Meetings (ie: Leadership Team / Councillors / General)** - Presentations with latest updates / round the table discussions
- **Utilise internal communications toolkit to share latest updates** - ie: Weekly bulletins, monthly staff e-newsletter and Intranet

External communication channels:

- **Local press** – Communication team to issue Press Release for promotion
- **Corporate website** - News articles with latest updates as required
- **Dedicated Penrhos web page created by ClwydAlyn Communication Team** – To feature all latest updates/sign post to for further information

- **Social Media posts to highlight 'key milestones'** - Info to signpost to CG website for more details if required
- **Public community events/ drop-in sessions** - Host various face-to-face drop-in sessions in Penrhos / community halls in surrounding area to share proposals with public for awareness.
- **External stakeholders (such as other RPB's) - Teams (meetings) / Email** - Set up quarterly/bi-monthly Teams meetings with external stakeholders (such as West Wales Regional Partnership Board) to discuss their experience / current project progress in delivering similar IRCF-funded schemes such as Plas y Bryn care home. This would provide a timely opportunity to discuss any challenges they faced, how these were overcome, to compare project costs and review avenues for potential reductions, as well as build relationships and share general knowledge going forward. Email updates could also be provided in between meetings.
- **External stakeholders (i.e. independent businesses such as other care home providers/GP's) - Face-to-Face meetings / Teams (meetings) / Email** - Arrange one-to-one meetings with relevant individual GP's / Practice Managers to discuss the Penrhos proposals to see how we can work together in the future. Look to attend any of their own internal monthly/quarterly team meetings to present proposals to further build engagement. We could also look to set up a Teams meeting for latest updates on the project, as well as keep in touch via email communication to share further project progress.

Are there any budget elements to consider?

There is currently **no additional marketing budget** allocated outside of the corporate Communication Team for communication and engagement activities.

Who will lead and support activities?

Project Manager Meinir Owen to work closely with and provide information to the below CG Communication Team colleagues for the following communication and engagement activities for promotion:

- **Press and Media:**
Communication Team Leader Sarah Jones
sarahmarionjones@gwynedd.llyw.cymru
- **Web content:**
Digital Content Officer Sioned Jones
SionedVaughan-Jones@Gwynedd.llyw.cymru
- **Internal Communication:**
Internal Communications Officer Ffion W Jones
ffionwynjones@gwynedd.llyw.cymru

Risks and Mitigation

RISK 1: Funding

Subject to successful funding applications, the project will be part-funded externally from the Welsh Government Integration and Rebalancing Capital Fund (IRCF). The planning application submission is scheduled for January 2026, with Planning Approval expected by June 2026.

Following the Regional Partnership Board (RPB) endorsement of the scheme in 2023, the Penrhos proposal has since progressed. The SOC application for OBC development fees (£599,000), was submitted to WG in April 2023, and presented to the IRCF scrutiny panel on 19th June 2024. Written confirmation of the decision to recommend approval of the scheme to Ministers was received on 17th July 2025.

Mitigation - We need to make it clear in all communications that the project is subject to securing support for the funding via Welsh Government.

RISK 2: The Case for Change: Developing a new facility on the Penrhos Village site

Mitigation - Development of Penrhos Care Home would enable the Council to increase capacity of 56 beds. Building an enlarged care home would not only increase capacity but improve the quality by bringing it up to standards set by the regulator, for example by ensuring every room has an ensuite bathroom.

By increasing in-house provision, the project will rebalance the care market by providing an increased number of beds with the addition of nursing capacity, in an area of Gwynedd with no existing nursing provision.

The benefits of the project are far reaching and are set out below:

- Supporting the delivery of Strategic Priorities and Policy Alignment
- Enhancing Care and Capacity
- Financial and Strategic Impact
- Improving Residents Outcomes
- Community and Emotional Well-being
- Health and Social Care Improvements
- Innovation and Learning
- Sustainability Benefit
- Local Economic Employment Benefits
- An established rebalanced market mitigation against inflated placement costs

Provision of 'Homes for life' reducing the need to move between categories of care

Communication approvals and sign-off

Stage 1: Internal approval/sign off

Cyngor Gwynedd:

- **Final Approval**
Cabinet Member for Adults, Health and Wellbeing Cllr Dilwyn Morgan
Cynghorydd.DilwynMorgan@gwynedd.llyw.cymru
- **Pre-final approval**
Head of Adults, Health and Wellbeing Department Mari Wynne Jones
mariwynnejones@gwynedd.llyw.cymru
- **Content provider**
Project Manager Meinir Owen
Meinirowen@gwynedd.llyw.cymru

Betsi Cadwaladr University Health Board:

- **Final Approval**
TBC
- **Pre-final approval**
West Area Lead for Operational Improvement Christine Rudgley (BCUHB)
Christine.Rudgley@wales.nhs.uk
- **Content provider**
TBC

Stage 2: External approval/ sign off

Welsh Government

As per WG funding brand guideline requirements above, all public PR, marketing and advertising relating to Penrhos **MUST** be reviewed and approved by WG in advance of being published in the public domain. Following final internal CG and BCUHB approval, details will then be provided to the below WG colleagues by the Project Manager for their review/feedback and final sign off prior to any planned wider promotion.

- **Sarah Jane Davies**
Head of Primary Care Premises Development | Health and Social Services | Welsh Government
SarahJane.Davies@gov.wales

- **Emma Jenkins**

Primary Care Premises Development Lead | Health and Social Services| Welsh Government
Emma.Jenkins@gov.wales

- **Helen Griffiths**

Primary Care Premises Development Lead | Health and Social Services| Welsh Government
Helen.Griffiths@gov.wales

Stage 3: Communications Team

- Following CG and BCUHB internal and WG external final approvals, the Council's Communications Team will be provided with all relevant details for wider public promotion.

Press Interview Protocol

Press/ Media interview requests:

- All press/ media enquiries must be directed through the Council's Communication Team to assist/co-ordinate interviews
- All press/media enquiries received directly by the Communication Team will be shared with the wider Project Management Team at the earliest opportunity to prepare relevant responses
- Welsh Government colleagues to be advised of all press/media enquiries when received.

Full Briefing Notes and relevant updates will be provided to the below interviewees, council's Communication Team and Welsh Government colleagues in advance of all interviews.

Welsh-medium and English-medium interviews:

Arrangements would be put in place to facilitate an interview should it be requested

- **Cabinet Member for Adults, Health and Wellbeing Cllr Dilwyn Morgan**

Cynghorydd.DilwynMorgan@gwynedd.llyw.cymru

Communication and branding requirements

IMPORTANT INFORMATION

Mandatory requirement as part of IRCF Revenue Funding T&C's

To enable stakeholders and citizens to understand how the IRCF is making a difference, RPBs are asked to share their communication plans for the IRCF in context to wider regional planning.

RPBs **must** acknowledge Welsh Government support on all publicity, press releases and marketing materials produced in relation to the funding and associated projects. Such acknowledgement must comply with the approved Welsh Government's branding guidelines to ensure compliance with the T&C's of the grant from an audit perspective.

As a minimum, we must include the following text, along with the Welsh Government logo to accompany the text.

Welsh

“Ariennir <insert project detail e.g. job/post, feasibility study> mewn partneriaeth â Llywodraeth Cymru drwy Raglen Cyllid Cyfalaf Integreiddio ac Ailgydbwysio Iechyd a Gofal Cymdeithasol ac fel rhan o Raglen Gyfalaf ehangach Bwrdd Partneriaeth Rhanbarthol Gorllewin Cymru”.

English

“This <insert project detail e.g. job/post, feasibility study> is funded in partnership with Welsh Government via the Health and Social Care Integration and Rebalancing Capital Fund Programme and as part of the wider West Wales Regional Partnership Board Capital Programme”.

Signage and Plaques

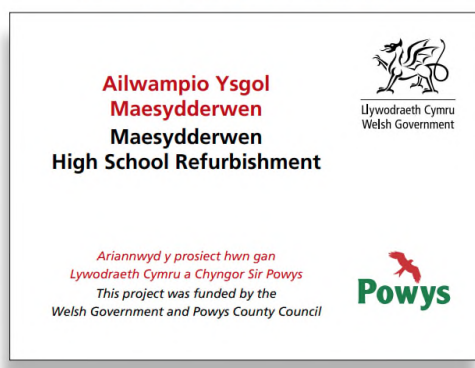
The Welsh Government logo or acknowledgement logo must be displayed on signage or plaques when projects have received funding from the Welsh Government. There is no uniform design or form of words for plaques as requirements vary from project to project. However, all plaques must be bilingual giving equal prominence to each language. If the plaque is in recognition of funding, it must always include the logo. When deciding on the wording of plaques please remember the following:

- A plaque needs to tell the story, think about the message you want to convey (is it to acknowledge funding? Is it to commemorate an opening ceremony? Is it both? Name of the project? Who's involved? What's the date?)

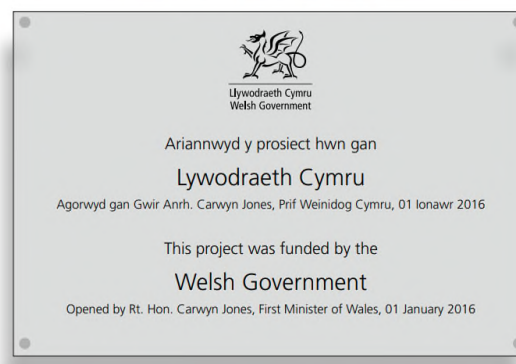
- The message needs to be communicated clearly, concisely and consist only of the facts.

When a plaque or sign promotes a Welsh Government programme or funded project, the **Welsh text should be positioned so that it is likely to be read first.**

Site signage layout example



Plaque layout example



If a Minister is being asked to unveil a plaque, ensure the relevant Minister's Office is aware and has the opportunity to comment.

Dates on plaques should be written 01 January 2016 in English and 01 Ionawr 2016 in Welsh. Do not use 'st', 'nd', 'rd', 'th' in the English. Do not use 'af', 'ail', 'ydd', 'ed', 'eg', 'fed', 'ain' in the Welsh.

For further information contact the Welsh Government branding team on 03000 256860 or e-mail: brandingqueries@gov.wales

Useful brand guideline documents/weblinks from Welsh Government:

- [Health and Social Care Integration and Rebalancing Capital Fund IRCF Guidance 2022-2025 - Pg 24](#)
- [Capital and Infrastructure Projects \(Official logos\)](#)

Logos

Logos to be included on all public communication and engagement activities in below order:



Welsh Language Standards

All communication, engagement and press releases must be available bilingually.

Accessibility: Digital content

All content on the CG website and mobile apps must be usable by everyone regardless of ability and the technology/device they use to access the internet. CG has a legislative duty to meet WCAG 2.1 AA standards. As of September 23rd 2020, this legislation was broadened to include .pdfs. Any .pdf uploaded after this date MUST meet the same standards as web content.

Monitoring and Evaluation

How will you monitor and measure the success of campaign and see whether it's working?

- **Digital communication:** For all digital-related communication and engagement undertaken, we will keep a log of where information was featured and closely monitor the statistics to evaluate reach and engagement. This will include social media posts / website articles, external resources as well as internal channels.
- **Social media:** We will ensure to capture any feedback posted on social media following public communication to review and ensure we provide responses, if required, to any queries in a professional and timely manner.
- **Media coverage:** We will ensure to keep a record of all PR shared, log all web links to show where the information featured and confirm the number of hits the PR received to capture reach and engagement.
- **Community events/Drop-in sessions:** For all face-to-face community events/ drop-in sessions held, we will evaluate success through the number of attendees and feedback provided during these events.
- **Council Meetings:** We will capture any feedback received at Full/ any other meetings, both during and post the meeting for ref and to log any further actions.

Contact

For further details, or any Communication and Engagement-related enquiries, please contact:

Head of Adults, Health and Wellbeing Department Mari Wynne Jones

mariwynnejones@gwynedd.llyw.cymru

Project Manager Meinir Owen

Meinirowen@gwynedd.llyw.cymru

Communication and Engagement Activities update


Date	Type of Communication and Engagement	Action required	Status update
January 2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
20/01/2023	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
28/02/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
02/03/2023	Key Date (Penrhos Project Timeline) – Presentation to Pwllheli Town Council (CG/CA)	Introduction to the plans at Penrhos – including the housing and the care home	Completed
06/03/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
28/03/2023	Key Date (Penrhos Project Timeline) – Cyngor Gwynedd Cabinet SOC Approval (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed Agenda for The Cabinet on Tuesday, 28th March, 2023, 1.00 pm
30/03/2023	Key Date (Penrhos Project Timeline) - BCUHB SOC Approval (BCUHB - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed Health Board Minutes 30.03.23 Public Final.pdf
17/04/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
18/04/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
21/04/2023	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed



Date	Type of Communication and Engagement	Action required	Status update
02/05/2023	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
10/05/2023 RIBA 2	Key Date (Penrhos Project Timeline) - Draft IRCF initial Application - submit to WG (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed
15/05/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
May 2023 RIBA 2	Key Date (Penrhos Project Timeline) - Regional Partnership Board SOC Approval (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed
19/05/2023 RIBA 2 1st IRCF Application Submitted to WG	Key Date (Penrhos Project Timeline) - Final IRCF Initial Application submitted to WG (costs as per Stage 2) (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed
26/05/2023	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
05/06/2023	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/06/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/06/2023	Key Date (Penrhos Project Timeline) – Presentation to the Dwyfor Area Forum (CG/CA)	Introduction to the plans at Penrhos – including the housing and the care home	Completed
13/06/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
11/07/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
July 2023 RIBA 2	Key Date (Penrhos Project Timeline) - Appointment of Architect (CG)	To be carried out by project team.	Completed
05/08/2023	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
24/08/2023 1st IRCF Panel Review	Key Date - IRCF Welsh Government Scrutiny Panel SSP queries - (CG/BCUHB/ WG)	Penrhos Project Management Team/BCUHB representative's response to WG IRCF SSP Scrutiny Panel for funding to progress to OBC development stage.	Completed – response sent 11/09/2023
04/09/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
05/09/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
11/09/2023	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/09/2023 2nd IRCF Panel Review	Key Date - IRCF Welsh Government Scrutiny Panel WG Policy queries - (CG/ BCUHB/ WG)	Penrhos Project Management Team/BCUHB representative's response to WG IRCF Policy Scrutiny Panel for funding to progress to OBC development stage.	Completed – response sent 26/09/2023
03/10/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
25/10/2023	External Stakeholder Engagement - WG Housing Team site visit (WG & CG)	WG Housing Team site visit to Penrhos	Completed
04/10/2023	External Stakeholder Engagement - WG IRCF site visit (WG & CG)	WG IRCF site visit to Penrhos	Completed

Date	Type of Communication and Engagement	Action required	Status update
09/10/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/10/2023	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	First meeting to agree purpose of group to progress for Penrhos.	Completed - Actions noted/progressed
15/10/2023	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
07/11/2023	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
14/11/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
20/11/2023	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
29/11/2023	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
19/12/2023	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
10/01/2024	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
15/01/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
23/01/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
05/02/2024	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Workforce Group to understand the CIW requirements in terms of staffing and understand the different roles and responsibilities of staff required for Penrhos.	Completed - Actions noted/progressed
06/02/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/02/2024	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
18/02/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
20/02/2024	External Stakeholder Engagement – Penrhos Review with CIW (CG & CIW)	Meeting to share the Penrhos proposals with CIW representative.	Completed
06/03/2024	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Focus on job descriptions and role requirements	Completed - Actions noted/progressed
10/03/2024	Internal Stakeholder Engagement – Penrhos Risk workshop (CG/BCUHB/CA/Gleeds)	Risk workshop held with Gleeds	Completed
19/03/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
19/04/2024 3rd IRCF Panel Review	Key Date - IRCF Welsh Government Scrutiny Panel WG queries - (CG/BCUHB/ WG)	Penrhos Project Management Team/BCUHB representative's response to WG IRCF Scrutiny Panel for funding to progress to OBC development stage.	Completed – response sent
29/04/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
01/05/2024	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
03/06/2024	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
04/06/2024	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Agree draft staffing structure	Completed - Actions noted/progressed
10/06/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
11/06/2024	Key Date (Penrhos Project Timeline) – Cyngor Gwynedd Cabinet Match Funding Approval (CG - Scheme Sponsor)	CG Cabinet meeting to consider the Asset Management Plan, which includes a sum of £3m as match-funding for the Penrhos Care Home proposal	Completed Agenda item - ASSET PLAN 2024/25 - 2034/35
19/06/2024 1st IRCF Panel Outcome	Key Date - IRCF Welsh Gov panel presentation outcome received (WG)	IRCF Scrutiny Panel recommendation received.	Completed - IRCF Panel update advising that the presentation was well received by panel members', and they will be 'recommending plans for approval' with the Welsh Ministers. Copy of email below:  2024 06 20 Penrhos Care Home Presenta
24/06/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
15/07/2024	External Stakeholder Engagement - CG confirmation of details for IRCF Award letter to be issued by WG (CG)	As per WG's request, CG confirmed the required details for the IRCF Award letter to be formally issued for the OBC development fees.	Completed – CG details provided to WG as requested to be able to issue the final Award letter.
17/07/2024 1st IRCF Award - Ministerial Approval (SOC)	Key Date & External Stakeholder Engagement - Confirmation of Ministerial Agreement for IRCF funding following Penrhos Panel	IRCF Ministerial letter received	Completed – WG Award letter to formalise the confirmation of award. CG to action next steps

Date	Type of Communication and Engagement	Action required	Status update
	Presentation on 19/06/24 (WG)		 20240717 - IRCF Award Letter - Penrhc
July 2024 RIBA 2	Key Date (Penrhos Project Timeline) - Appointment of Planning Consultant (CG)	To be carried out by project team.	Completed
23/07/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
05/08/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
06/08/2024	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
19/08/2024	External Stakeholder Engagement - Penrhos Newsletter distributed by CG Communications team (Public)	CG Communication team to share Penrhos Press Release with local members following IRCF funding approval to develop the OBC	Completed - Copy of email attached  2024 08 19 Diweddariad ar Dda
03/09/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
09/09/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
12/09/2024	External Stakeholder Engagement - Penrhos Care Home Development - Initial discussion & meeting (Gwynedd Regional Partnership Board)	Plas y Bryn Project Management Team & West Wales RPB meeting with Gwynedd RPB to discuss their similar IRCF care home scheme in Penrhos. Provided an opportunity for scheme updates / cost comparisons with Penrhos.	Completed - Agreed to arrange a follow up meeting in 6 months to update progress for both IRCF schemes and share learning.
17/09/2024	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Updated design shared and request to review the staffing structure Draft Statement of Purpose shared with the group for comments	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
17/09/2024	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
19/09/2024	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
20/09/2024	External Stakeholder Engagement - Penrhos Press Release distributed by CG Communications team (Public)	CG Communication team to share Penrhos Press Release following IRCF funding approval to develop the OBC. <u>Cyngor Gwynedd plans for a nursing care home a step closer</u>	Completed
01/08/2024 & 04/09/2024	Internal Stakeholder Engagement – Chirk Court site tour with CG Head of Adult Services, second visit for CG Provider Service and HB representatives (CG/BCUHB)	Project Manager undertaking site tour of similar care home scheme in Wrexham as part of potential scheme options/operation for Penrhos.	Completed
07/10/2024	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
10/10/2024 Q2 IRCF monitoring report	Key Date - Submit IRCF Q2 monitoring report to WG (in relation to OBC development) (WG/CG)	Submit first IRCF Q2 monitoring report in respect of Penrhos to WG.	Completed
14/10/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
15/10/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
28/10/2024	Key Date (Penrhos Project Timeline) – Presentation to the Llanbedrog Community Council (CG/CA)	Introduction to the plans at Penrhos – including the housing and the care home	Completed

Date	Type of Communication and Engagement	Action required	Status update
12/11/2024	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
21/11/2024	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
25/11/2024	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
26/11/2024	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
27/11/2024	External Stakeholder Engagement - NWSSP SES catch up re Penrhos (Shared Services)	Penrhos Project Management Team and Regional Partnership Board meeting with NWSSP SES colleagues to discuss specific requirements for inclusion/ expansion in the final Penrhos OBC submission to WG	Completed - Actions noted/progressed
14/01/2025	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
16/01/2025	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
28/01/2025 Q3 IRCF monitoring report	Key Date - Submit IRCF Q3 monitoring report to WG (in relation to OBC development) (WG/CG)	Submit first IRCF Q3 monitoring report in respect of Penrhos to WG.	Completed
30/01/2025	Key Date (Penrhos Project Timeline) – Email to local councilors in the area (CG)	Update on the Penrhos site re-development	Completed
11/02/2025	Internal Stakeholder Engagement – Penrhos Workforce Group Meeting (CG/BCUHB)	Revised staffing structure agreed to enable costings to be reviewed Request for comments on the Statement of Purpose	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
17/02/2025	Key Date (Penrhos Project Timeline) – Presentation to the Dwyfor Area Forum (CG/CA)	Introduction to the plans at Penrhos – including the housing and the care home	Completed
17/02/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
18/02/2025	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
05/03/2025	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
05/03/2025	Internal Stakeholder Engagement - Penrhos staffing no's meeting for Fire Evacuation Study (CG)	Meeting with Housing and Property Development Manager, Architects and Fire Consultant to further discuss staffing numbers in line with the Fire Evacuation Study.	Completed - Actions noted/progressed.
11/03/2025 Q4 IRCF Claim (1) submission	Key Date - Submit IRCF Q4 Claim to WG (in relation to OBC development fees) (WG)	Submit first IRCF Q4 claim and supporting invoices in respect of Penrhos to WG. This claim is to the value of £189k exc VAT and includes invoices relating to the OBC development fees which were pre-dated before the Award letter as agreed by WG.	Completed - The remaining balance of £410k will be claimed in the forthcoming months
20/03/2025	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
31/03/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
01/04/2025	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
28/04/2025	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
May 2025 RIBA 2	Key Date (Penrhos Project Timeline) - Appointment of Multi-Disciplinary Consultant team through Sell2Wales (CG)	To be carried out by Design team.	Completed
May / June 2025 RIBA 2	Key Date (Penrhos Project Timeline) - Consultant team to carry out surveys of the Penrhos Care Home site (Consultants)	To be carried out by various consultants.	Completed
01/05/2025	External Stakeholder Engagement - Penrhos Care Home and Plas Y Bryn Developments - Latest updates (Gwynedd RPB)	Further dialogue with Gwynedd RPB to discuss project progress of their Penrhos scheme and Plas y Bryn. Agreed to book a follow up meeting in 6 months.	Completed
12/05/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
13/05/2025	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
14/05/2025	External Stakeholder Engagement – Penrhos Design Review with CIW (CG & CIW)	Meeting to discuss Penrhos proposals with CIW representative for any feedback / comments.	Completed
15/05/2025	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
26/05/2025	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
02/06/2025	External & Internal Stakeholder Engagement – Penrhos Design Team Meeting (CG/Consultants)	Penrhos Design Team meeting with LMA to review latest plans for feedback.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
16/06/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
24/06/2025	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
26/06/2025	External Stakeholder Engagement - Bi-Monthly monitoring report deadline for Penrhos report for RPB to submit to Welsh Government (WG)	Deadline to submit a new Bi-Monthly Monitoring report for Penrhos to the RPB to submit to WG. RPB will collate a regional programme return, which will be issued to WG.	Completed
26/06/2025	External & Internal Stakeholder Engagement – Penrhos Design Team Meeting (CG/Consultants)	Penrhos Design Team meeting with LMA to review latest plans for feedback.	Completed - Actions noted/progressed
08/07/2025	External Stakeholder Engagement - Penrhos Care Home and Plas Y Bryn Developments - Latest updates (CCC, RPB & Gwynedd RPB)	CCC and RPB meeting with Gwynedd RPB colleagues to discuss latest progress with their Penrhos Care Home and provide update on Plas Y Bryn redevelopment.	Completed
10/07/2025	External & Internal Stakeholder Engagement – Penrhos Design Team Meeting (CG/Consultants)	Penrhos Design Team meeting with LMA to review latest plans for feedback.	Completed - Actions noted/progressed
17/07/2025	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
23/07/2025	External & Internal Stakeholder Engagement – Penrhos Design Team Meeting (CG/Consultants)	Penrhos Design Team meeting with LMA to review latest plans for feedback.	Completed - Actions noted/progressed
31/07/2025	External Stakeholder Engagement - Review/discussion re Penrhos parking requirements (CG)	Penrhos Project Management Team meeting with design Architects to review / discuss the parking requirements for Penrhos based on the number of care home residents and staffing as well as the CRT.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
01/08/2025	Key Date & Internal Stakeholder Engagement - OBC Comments due (Consultants)	Penrhos Project Management team comments regarding draft OBC deadline today for Gleeds to review/update final draft. Project Manager to collate all responses received to date and circulate to Gleeds.	Completed
04/08/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
11/08/2025	Internal Stakeholder Engagement – Penrhos Design Group Meeting (CG/BCUHB)	Design Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
13/08/2025	Internal Stakeholder Engagement – Penrhos Programme Board (CG/BCUHB/CA)	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
13/08/2025	External Stakeholder Engagement - NWSSP SES catch up re Penrhos (Shared Services)	Penrhos Project Management Team meeting with NWSSP SES colleagues to discuss specific requirements for inclusion / expansion in the final Penrhos OBC submission to WG	Completed - Actions noted/progressed
28/08/2025	External Stakeholder Engagement - Bi-Monthly monitoring report deadline for Penrhos report for RPB to submit to Welsh Government (WG)	Deadline to submit a new Bi-Monthly Monitoring report for Penrhos to the RPB to submit to WG. RPB will collate a regional programme return, which will be issued to WG.	Completed
15/09/2025	External Stakeholder Engagement - Finalise Penrhos OBC feedback with Gleeds (Consultants)	Penrhos Project Management meeting with Gleeds to review and finalise the OBC feedback ready for submission to WG. This includes feedback around the Financial Case.	Completed
15/09/2025	Internal Stakeholder Engagement – Penrhos Communications Group Meeting (CG/BCUHB/CA)	Communication Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
16/09/2025	Internal Stakeholder Engagement – Penrhos Care and Workforce Group Meeting (CG/BCUHB/CA)	Care and Workforce Group to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed
22/09/2025	Key Date (Penrhos Project Timeline) – Penrhos Programme	Programme Board meeting to discuss latest updates/actions to progress for Penrhos.	Completed - Actions noted/progressed

Date	Type of Communication and Engagement	Action required	Status update
	Board meeting (CG/BCUHB/CA)		
Sept 2025	Key Date (Penrhos Project Timeline) - OBC Completion by Gleeds (Consultants)	To be actioned by Gleeds.	Completed
18/09/2025	Internal Stakeholder Engagement – Penrhos - IT Stakeholder Discussion (CG)	Meeting with CG ICT team and BCUHB ICT team to review designs and discuss ICT requirements for Penrhos.	Completed
23/09/2025	External Stakeholder Engagement - Regional HCF (ICF) & IRCF Operational Capital Group Meeting (RPB)	Regional HCF (ICF) & IRCF project updates.	Completed
30/09/2025	Key Date (Penrhos Project Timeline) – OBC approved by BCUHB West IHC F&P Group (BCUHB - Scheme Sponsor)	To be carried out by BCUHB Scheme Sponsor.	Completed
30/09/2025	Key Date (Penrhos Project Timeline) – OBC approved by BCUHB Operational Leadership Team (BCUHB - Scheme Sponsor)	To be carried out by BCUHB Scheme Sponsor.	Completed
30/09/2025 Q2 IRCF Claim (2) submission	Key Date - Submit IRCF Q2 Claim to WG (in relation to OBC development fees) (WG)	Submit second IRCF Q2 claim and supporting invoices in respect of Penrhos to WG. This claim is to the value of £146k exc VAT and includes invoices relating to the OBC development fees to date.	Completed - The remaining balance of £264k will be claimed in the forthcoming months
08/10/2025	Key date (Penrhos Project Timeline) – OBC submission to RPB for comment and consideration	To be actioned by Scheme Sponsor	Completed
09/10/2025	Internal Stakeholder Engagement – Penrhos - IT Stakeholder Discussion (CG)	Meeting with CG ICT team, BCUHB ICT team and Design Team to review designs and discuss ICT requirements for Penrhos.	Completed
15/10/2025	Key Date (Penrhos Project Timeline) – OBC approved by BCUHB Executives Group (BCUHB - Scheme Sponsor)	To be carried out by BCUHB Scheme Sponsor.	Completed

Date	Type of Communication and Engagement	Action required	Status update
17/10/2025 RIBA 3	Key Date (Penrhos Project Timeline) - Regional Partnership Board OBC Approval (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	Completed
28/10/2025	Key Date (Penrhos Project Timeline) – OBC approved by BCUHB PFIG (BCUHB - Scheme Sponsor)	To be carried out by BCUHB Scheme Sponsor.	Completed
28/10/2025	External Stakeholder Engagement - Bi-Monthly monitoring report deadline for Penrhos report for RPB to submit to Welsh Government (WG)	Deadline to submit a new Bi-Monthly Monitoring report for Penrhos to the RPB to submit to WG. RPB will collate a regional programme return, which will be issued to WG.	Completed
03/11/2025	Internal Stakeholder Engagement – Penrhos IT stakeholder discussion	Meeting with Design Team and CG ICT Team and BCUHB ICT Team to review designs and discuss IT requirements for Penrhos	Completed
04/11/2025	Key date (Penrhos Project Timeline) – OBC submission to WG for comment and consideration	To be actioned by Scheme Sponsor	Completed
12/11/2025	External Stakeholder Engagement – Penrhos IRCF Meeting with Welsh Government (WG)	CG and BCUHB meeting with WG colleagues to discuss Penrhos latest updates and confirm next steps for the OBC submission for WG	
Anticipated November 2025 RIBA 3	Key Date (Penrhos Project Timeline) - Sign off for Planning Pre-App to be submitted (CG - Scheme Sponsor)	To be actioned by Scheme Sponsor.	
Anticipated November 2025 RIBA 3	Key Date (Penrhos Project Timeline) - Penrhos Planning Pre-Application to be submitted (CG)	To be carried out by Cadnant Planning	
15/11/2025	Key Date (Penrhos Project Timeline) – OBC approved by BCUHB Health Board (BCUHB - Scheme Sponsor)	To be carried out by BCUHB Scheme Sponsor.	
16/12/2025	Key Date (Penrhos Project Timeline) – OBC approved by Cyngor	To be carried out by BCUHB Scheme Sponsor.	

Date	Type of Communication and Engagement	Action required	Status update
	Gwynedd Cabinet (CG - Scheme Sponsor)		
Anticipated December 2025 RIBA 3	Key Date (Penrhos Project Timeline) - Penrhos Planning Pre-Application response due today		
Anticipated December 2025 RIBA 3	Key Date (Penrhos Project Timeline) - Following Pre-App response agreement to proceed (CG)	To be actioned by Scheme Sponsor (CG)	
Anticipated November 2025 RIBA 3	Key Date (Penrhos Project Timeline) - RIBA Stage 3 Design Completion (CG)	Design packages forwarded to Quantity Surveyor for costs.	
Anticipated November 2025 RIBA 3	Key Date (Penrhos Project Timeline) - RIBA Stage 3 Design Completion - RIBA Stage 3 Cost Plan Commences (CG)	Action to be carried out by Design team.	
Anticipated December 2025 RIBA 3	Key Date (Penrhos Project Timeline) - RIBA Stage 3 Cost Plan Completion (CG)	Action to be carried out by Design team.	
Anticipated December 2025 RIBA 3	Key Date (Penrhos Project Timeline) - Submit Completed Stage 3 Design and Cost Plan - CG for approval and sign off (CG)	CG for approval and sign off.	
Anticipated December 2025 RIBA 3	Key Date (Penrhos Project Timeline) - RIBA Stage 3 Design and Cost plan received for approval and sign off (CG)	To be actioned by Scheme Sponsor.	
Anticipated December 2025 RIBA 3 2nd IRCF Application Submitted to WG	Key Date (Penrhos Project Timeline) - Final IRCF Initial Application submitted to WG (costs as per Stage 3) (CG - Scheme Sponsor)	To be carried out by Scheme Sponsor.	
Anticipated December 2025 RIBA 3	External Stakeholder Engagement - WG provided CG with a Scrutiny Grid with initial feedback & request	CG to consider and respond to the Scrutiny Grid with feedback and provide update to Welsh Gov/Shared	

Date	Type of Communication and Engagement	Action required	Status update
	for responses from Shared Services as part of the IRCF Scrutiny Panel Review (WG & SS)	Services at the earliest convenience for further review.	
Anticipated December 2025 RIBA 3	Internal Stakeholder Engagement – Penrhos Welsh Government Scrutiny Q’s review - Design Meeting (CG)	Penrhos Project Management Team meeting with Design colleagues to review Scrutiny queries to provide responses to WG colleagues as part of the OBC scrutiny panel review.	
Anticipated January 2026 RIBA 3 2nd IRCF Panel Review	Key Date - IRCF Welsh Government Scrutiny Panel presentation - (CG/BCUHB/ WG)	Penrhos Project Management Team / BCUHB representative’s presentation to WG IRCF Scrutiny Panel for funding to progress to FBC development stage.	
Anticipated January 2026 Final Penrhos OBC submission	External Stakeholder Engagement - OBC and IRCF Funding Application submitted to Welsh Government. (CG)	CG submission of OBC and IRCF Funding Application submission to WG to progress to FBC development. Anticipated Scrutiny Panel review TBC .	
Anticipated February 2026 2nd IRCF Panel Outcome	Key Date - IRCF Welsh Gov panel presentation outcome received (WG)	IRCF Scrutiny Panel recommendation received.	
TBC 2nd IRCF Award - Ministerial Approval (OBC)	Key Date & External Stakeholder Engagement - Confirmation of Ministerial Agreement for IRCF funding following Penrhos Panel Presentation on TBC (WG)	IRCF Ministerial letter received	

Appendix J - Change Log

SOC to OBC Change Log	
Section	Summary of key changes/updates made
Project Partnership	An addition of a Project Partnership table with an outline of their strategic objectives. ClwydAlyn Housing Association is a new addition alongside Cyngor Gwynedd and Betsi Cadwalader University Health Board.
Scope	Development to the residential requirements and a focus for a flexible design. Development to the nursing care requirements.
Progress to date	Further benefits analysis further work has been undertaken. A Benefits workshop was previously held comprising representatives from all partners. A further detailed review of post-2022 national and local policies, transformation strategies and business plans were undertaken to test the continued relevance of current benefits and to identify additional benefits.
National Context	Health and Social Care Integration and Rebalancing Capital Fund (IRCF) Guidance 2022-25 Capital Budget Allocation (2022-25) Revenue Budget Support Strategic Planning and Governance Implications for Penrhos Care Home Development Addressing Operational Challenges with Revenue Integration Welsh Government: A Healthier Wales: Our Plan for Health and Social Care (2022) The Quadruple Aim National Transformation Programme Care Inspectorate Wales National Review of Care Homes for People Living with Dementia (2020) Regulation and Inspection of Social Care (Wales) Act 2016 Public Health Wales Long Term Strategy (2023-25) Primary Care Model for Wales (2021) Prosperity for All: The National Strategy Wales (2017) UK Life Sciences Vision (2021) GIG CYMRU NHS Wales Strategic Nursing Workforce Plan (2023) Labour 10 Year Plan for Health and Care (2024) The Office for Value for Money NHS Budget
Local Context	Betsi Cadwaladr University Health Board Our Vision: Integrated Medium-Term Plan 2025 - 28 Cyngor Gwynedd Carbon Management Plan 2023-28
Current Arrangements	No change
Case for Change	More detailed tables and graphs e.g. measures of ageing, population of change More information on dementia and people with complex health needs Access to care – 2024 data New insights into social care problems and proposed solutions
Business Needs	Updated and more detailed key service requirements table
Spending Objectives	Refined objectives to include long-term sustainability goals, such as achieving net –zero carbon emissions for facilities. Emphasised creating economic value through local job creation and supporting the Welsh-language workforce. Expanded focus on delivering value for money through efficient resource utilisation and innovative design.
Focused Use Cases	Defined specific use cases including: Serving as a training hub for healthcare professionals, with a focus on bilingual care delivery

Transferability	Highlighted the potential for replicating integrated care models in other parts of Wales. Provided a framework for scaling innovative care delivery methods and sustainability practices to other regions.
Benefits	Categorised benefits into: Cash –Releasing Benefits (CRB): Cost savings from efficient operations. Non-Cash-Releasing Benefits (NCRB): Improved health outcomes and patients' satisfaction. Qualitative Benefits (SB): Enhanced community integration and reduced inequality. Societal Benefits (SB): Local economic stimulation and reduced environmental impact. Quantified benefits such as carbon savings, energy efficiency and measurable health outcomes.
Constraints and Dependencies	Detailed specific constraints such as: Workforce shortages and the need for bilingual staff training. Dependencies on funding streams like IRCF and partnership agreements. Mitigation strategies, including phased implementation and leveraging additional revenue streams.
Economic Case	
Key assumptions	New
Scheme costs	Updated costs.
Monetised benefits	New
Benefit Cost Ratio	New
Value for Money assessment	New
Sensitivity analysis	New
Switching values	New
Commercial Case	
Procurement	Updated to include a detailed procurement exercise compliant with the framework agreement. Defined procurement methodologies, including competitive tendering and contractor selection criteria. Emphasised value-for-money principles and ensured alignment with project sustainability goals.
Contractual Arrangements	Provided detailed information on contractual frameworks used for pre-and post-contract stages. Included information on contracts for construction, professional services, and operational agreements. Enhanced clarity on delivery approach, defining roles and responsibilities of contractors and partners.
Risk Allocation	Detailed risk allocation framework, clearly defining responsibilities for contractors, partners, and the project team. Introduced mitigation strategies for high-risk areas, such as construction delays and cost overruns. Incorporated feedback mechanisms to monitor risk allocation effectiveness during project implementation.
Contractual Issues & Accountancy Treatment	Identified and addressed key contractual issues, including dispute resolution mechanisms and compliance with legal standards. Provided detailed accountancy treatment, ensuring adherence to financial reporting regulations and transparency. Emphasised post-contract monitoring to ensure alignment with agreed terms and value-for-money objectives.
Financial Case	
Capital Costs	Updated costs

Revenue Costs	Updated revenue costs based on revenue model provided
Overall Affordability and Funding	Updated with more information to follow
Management Case	
Stakeholder Management	More information on responsibilities of North Wales Regional Partnership Board. Identified more stakeholders.
Programme Governance Arrangements	Higher Level Governance Arrangements – new diagram displaying this
Programme and Project Management Arrangements	New Senior Responsible Owner and Project Director PRINCE2 Based Controls for Project Management Approach
Project Reporting Structure	Minimal updates on the Project Reporting Structure
Project/ Programme Timeline	Updated project timetable showing milestones and dates PRINCE2 based controls for Project Management is recommended
Change, and Risk Management	Implementation of PRINCE2 Risk Management Development of a Risk Assessment Matrix Change Management procedures in place
Benefits Realisation	Developed a structured benefits realisation plan, including: <ul style="list-style-type: none"> • A detailed benefits logic map linking project objectives to outcomes. • Categorisation into cash-releasing, non-cash releasing, Qualitative, and societal benefits. • Quantified benefits, such as carbon savings, improved healthcare access metrics, and local job creation. • Introduced an iterative benefits profiling template to track progress and adjust as necessary. • Emphasised alignment with national frameworks like the Wellbeing of Future Generations Act and local decarbonisation targets.
Assurance and Post Project Evaluation	Developed comprehensive assurance and evaluation strategies, including: A list of assurance activities aligned with Portfolio Management Office (PMO) guidance. Defined evaluation metrics for assessing the success of the integrated care model. Plans for interactive post-project evaluations to ensure alignments with evolving policy and community needs. Incorporation of lessons learned from similar projects to refine assurance methodologies. Highlighted the importance of stakeholder engagement during post-project reviews.