



Complete Agenda

Democratic Services
COUNCIL OFFICES
CAERNARFON
Gwynedd
LL55 1SH

Meeting

COMMUNITIES SCRUTINY COMMITTEE

Date and Time

10.00 am, THURSDAY, 19TH MAY, 2016

Location

Siambr Hywel Dda, Council Offices, Caernarfon, Gwynedd, LL55 1SH

*** NOTE**

This meeting will be webcast

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Contact Point

**Lowri Haf Evans lowrihafevans@gwynedd.gov.uk
01286 678 878**

(DISTRIBUTED 11/05/16)

COMMUNITIES SCRUTINY COMMITTEE

MEMBERSHIP (18)

Plaid Cymru (10)

Councillors

Craig ab Iago
Dilwyn Morgan
E. Caerwyn Roberts
Vacant Seat - Plaid Cymru

Annwen Daniels
Linda Morgan
Gruffydd Williams

Annwen Hughes
W. Tudor Owen
Eurig Wyn

Independent (5)

Councillors

Eric M. Jones
Angela Russell
Louise Hughes

Nigel Pickavance
Mike Stevens

Llais Gwynedd (1)

Councillor Endaf Cooke

Labour (1)

Councillor Glyn Thomas

Liberal Democrats (1)

Councillor Stephen W. Churchman

Aelodau Ex-officio / Ex-officio Members

Chairman and Vice-Chairman of the Council

A G E N D A

1. **CHAIRMAN**

To elect a Chairman for 2016/17

2. **VICE-CHAIRMAN**

To elect a Vice-chairman for 2016/17

3. **APOLOGIES**

To receive any apologies for absence.

4. **DECLARATION OF PERSONAL INTEREST**

To receive any declaration of personal interest

5. **URGENT ITEMS**

To note any items that are a matter of urgency in the view of the Chairman for consideration.

6. **MINUTES**

5 - 11

The Chairman shall propose that the minutes of the meeting of this Committee, held on 12.1.2016 be signed as a true record.

7. **PUBLIC CONVENIENCES**

12 - 17

Cabinet Member: Councillor Dafydd Meurig

To consider the report and make recommendations on a Scheme to keep public toilets, which are under threat of closure due to the cuts, open for the future

8. **A REVIEW OF THE COUNCIL'S GREEN WASTE COLLECTION ARRANGEMENTS**

18 - 26

Cabinet Member: Councillor John Wynn Jones

To consider the report and make recommendations on arrangements suggested for charging residents a fee for the collection of garden waste

9. **"MORE THAN BOOKS" STRATEGY AND DELIVERY MODEL: GWYNEDD COUNCIL LIBRARY SERVICE**

27 - 44

Cabinet Member: Councillor Ioan Thomas

To scrutinise the process followed in order to create the strategy.

10. HOMELESSNESS - SCRUTINY INVESTIGATION 45 - 58

Cabinet Member: Councillor Ioan Thomas

To receive a report back from the Cabinet Member on the implementation of the Scrutiny Investigation's recommendations

11. SECTION 106 AGREEMENTS 59 - 65

Cabinet Member: Councillor Dafydd Meurig

To consider the sub groups findings on the purpose and the extent of Section 106 agreements

12. POST 16 TRANSPORT - SCRUTINY INVESTIGATION 66 - 78

Cabinet Member: Councillor Gareth Thomas

To receive a report back from the Cabinet Member on the implementation of the Scrutiny Investigation's recommendations

COMMUNITIES SCRUTINY COMMITTEE 12/01/16

PRESENT: E. Caerwyn Roberts (Vice-chairman)

COUNCILLORS: Stephen Churchman, Annwen Daniels, Annwen Hughes, Louise Hughes, Dilwyn Morgan, Eric M. Jones, Nigel Pickavance, Mike Stevens and Gruffydd Williams

OFFICERS: Arwel Ellis Jones (Corporate Commissioning Service) and Lowri Haf Evans (Member Support and Scrutiny Officer).

ALSO PRESENT:

- a) In relation to item 6 on the agenda - Councillor Ioan Thomas - Cabinet Member for Housing and Arwel W Owen (Senior Housing Manager)
- b) In relation to item 7 on the agenda - Councillor John Wynn Jones - Cabinet Member for the Environment, Gwyn Morris Jones (Head of Highways and Municipal Department) and Steffan Jones (Senior Waste and Commissioning Manager).
- c) In relation to item 8 on the agenda - Dafydd Wyn Williams (Temporary Head of Regulatory Department), Gareth Jones (Senior Planning and Environment Service Manager) and Sheryl Le Bon Jones (Executive Systems Manager - Public Protection Service)

1. APOLOGIES

Apologies were received from Councillors Dilwyn Morgan, Linda Morgan, Angela Russell, Glyn Thomas and Dafydd Meurig, Cabinet Member for Planning and Regulatory (in relation to item 8).

2. DECLARATION OF PERSONAL INTEREST

No declarations of personal interest were received from any members present.

3. URGENT ITEMS

None to note

4. MINUTES

The minutes of the previous meeting of this committee, held on 17 November 2015, were accepted as a true record of the meeting.

5. CABINET RESPONSE TO SCRUTINY COMMITTEE RECOMMENDATIONS

- a) Submitted - the report of the Chair of the Communities Scrutiny Committee and the Senior Manager - Democracy and Delivery regarding an established procedure to improve the contact and dialogue between individual scrutiny

committees and the Cabinet to identify a follow up for scrutiny work. As part of an experiment to introduce a new arrangement, the Chair of the Communities Scrutiny Committee submitted a report noting recommendations from a recent meeting of the Communities Scrutiny Committee to the Cabinet, and it was noted that public, open and honest discussions had been held.

Three items were referred to the Cabinet's attention

- The Welsh Language and the Planning Procedure - the Cabinet Member welcomed Members' feedback on the process of creating the new Planning Policy Guidelines within the Local Development Plan
- Section 106 Agreements - again, the Cabinet Member welcomed the recommendation for a small working group to discuss possible options for the future.
- Post-16 Education Transport - a positive response was received from the Cabinet Member and it was noted that it would be re-submitted to the Scrutiny Committee to confirm the recommendations that had been realised to be implemented from September 2016.

It was noted that the experiment had ensured the Cabinet Members' public commitment to take action, and the next step would be feeding the action steps and the timetable to the Scrutiny Committee's work programme to receive assurance that action had occurred.

b) During the discussion, the following observations were made:

- In the context of Planning and the Welsh Language, a suggestion was made to consider starting to implement Technical Advice Note 20 and for the Council to update its policies. It was suggested to highlight the concerns about improved local guidelines to the Planning Department.
- In the context of Post-16 Education Transport, a concern was highlighted that the response had dragged on, and that it was necessary to push for early implementation of the recommendations to ensure that the new arrangements would be in place by September 2016. It was suggested to write to the Cabinet Member to emphasise this, drawing attention to the fact that the recommendations had been submitted 02.02.2014.

RESOLVED

- a) **To accept the report and agree to continue with the procedure of submitting the recommendations of the Communities Scrutiny Committee to improve the contact and dialogue.**
- b) **To write to the Cabinet Member for Education to emphasise the need for early implementation on the recommendations to improve the post-16 education transport service.**

6. GWYNEDD COUNCIL'S RESPONSE TO THE SYRIAN REFUGEE CRISIS

- a) At the request of members of the Communities Scrutiny Committee, a report was submitted to the Cabinet Member for Housing, outlining the Council's arrangements to respond to the Syrian Refugee crisis. It was briefly noted that

Gwynedd was required to accept up to 40 people over a period of 4 and a half years with the intention of accepting 10 in the first instance to learn from the process.

It was highlighted that Gwynedd had received support from the beginning and was by now a part of Wedd2. With high numbers of people on waiting lists for social housing, the refugees would receive properties within the private sector and would receive full humanitarian protection for 5 years with the right to employment and benefits. Confirmation had been received from the Home Office that a financial package was available to extend support and to facilitate integration in the community, and that this financial commitment (from the Westminster Government) would last for a period of five years.

In terms of timetable, it was reported that six authorities were considering the possibility of agreeing on one date to receive the refugees and were in the process of submitting an outline of the available accommodation to the Home Office. In the meantime, the Home Office would process the applications and would undertake thorough assessments to respond to what was available.

A tribute was paid to the residents and voluntary organisations of Gwynedd for their special campaigns to support refugees and it was noted that there was an intention to hold discussions with voluntary organisations in order to collaborate and to ensure the best use of resources and expertise. There would also be a proposal to contact with four other authorities from Wales who had already received refugees in order to learn and understand some practical elements.

- b) In response to a question regarding the 'five year period' of support, it was noted that integrating the refugees in society was the main objective and that the individuals had the right to return or stay after the period. A financial resource would be available for five years, but the hope was that the individuals would have made a full contribution to society by then. It was noted that it was likely that these would mostly be families.
- c) In response to a question regarding the type of resource which was offered by the Government, it was noted that health and child education were being addressed and that benefits were prioritised above this. It would be necessary to be careful and watchful of the need to work within the financial package and the priority at present was suitable accommodation. It was added that initial discussions had been held with Health. It was noted that discussions with colleges and communication provisions had occurred.
- d) In further response to a question regarding considering sharing the refugees across Gwynedd rather than locating the refugees in the north of the County, it was noted that the first 10 refugees would be likely to be located in the north, but that other areas of the county would be considered. It was noted that the experience was being evaluated with consideration being given to identifying opportunities for education, employment and a Syrian community.

RESOLVED: To express thanks for the report, noting that the Committee

- **Agrees and accepts the recommendation to welcome refugees to Gwynedd**
- **Supportive of the thorough preparations being undertaken**
- **Highlight the need to prepare the local community for accepting refugees to ensure integration into local society**
- **Welcome the use of private housing so that there would be no impact on**

social housing lists.**7. WASTE STRATEGY: CHANGE TO RESIDUAL WASTE COLLECTION**

- a) Submitted - the report of the Cabinet Member for the Environment reporting on the main findings of implementing a new system of collecting residual waste in the Meirionnydd Area. It was highlighted that the main objective was to increase recycling to avoid paying fines. The recycling target of 58% had to be reached by March 2016 and therefore the arrangements needed to be supported. It was explained that the targets, which were being set out by the Central Government, would continue up to 2025, whereby a recycling target of 70% would be required. It was highlighted that this was the situation facing every Council.

The changes in Meirionnydd had been introduced in June 2015 and in line with the arrangements of the Dwyfor Area, two teams had been established to be responsible for introducing the change - the Executive Team and the Engagement Team. In general, it was noted that the arrangement had been successful and that the figures appeared encouraging. One different element in Meirionnydd was the number of community points, but it was now reported that 30 of those 140 points continued to receive residual collections every two weeks.

The Cabinet Member thanked Meirionnydd residents for their cooperation and also Dwyfor residents for maintaining their performance. It was reported at the end of November that Gwynedd's performance figures (in terms of the National and Statutory measure for recycling) was 58.52% and that these changes were targeted to achieve annual programmed savings of £350k for the Council, which was in addition to not having to pay fines.

- b) During the discussion, the following observations were made:
- Thanks were expressed for the reports and it was accepted that the arrangements moved the service in the right direction.
 - The workforce was thanked for their service during the severe weather
 - Concerns were highlighted about community areas
 - Was there an increase in fly tipping?
 - Needed to continue to improve tidiness after collecting waste
 - The Assembly needed to be reminded again of the need to reduce packaging materials
 - It was frustrating that some residents refused to collaborate
 - What was a 'wash and squash' campaign?
 - Needed to focus on areas containing many houses
 - Needed to respond to areas where there was a lack of bin storage space
 - A suggestion for the Planning Department to consider 'adequate provision' of bin storage for every relevant application
 - When considering street bin recycling - emphasis on simple and clear messages
 - People needed to be educated to learn that recycling contributed to their own benefit for the future
 - Emphasis on engaging with communities with a request for the executive groups used in Dwyfor and Meirionnydd to collaborate with specific areas to improve sites
- c) In response to the above observations, the Head of the Highways and Municipal Service noted that he was very pleased with the work of the workforce and what they had achieved within difficult terms and conditions over the period of severe weather and the Christmas period.

In addition, it was noted that there was an increase in fly tipping, but that this was a pattern which had been seen across Britain and that heavy items such as fridges and construction produce were being tipped and not waste which was collected from houses. The need to implement was agreed upon and members were asked for their support to report on any occasion where fly tipping was/had happened.

In the context of dirty waste (wash and squash), it was reported that this material was being recycled, but that the condition of dirty items provided a cheaper price and the need to share this message with the public was accepted. In terms of tidiness, it was reported that Gwynedd had four new vehicles which aided the workforce and prevented materials from blowing away when they were working.

- d) In response to a question regarding the need for an incinerator in Deeside given that there would be a possible decrease in the input, it was noted that the incinerator, when active, contributed 7% to the aim.
- e) In response to a question regarding more frequent collections in student and holiday home areas, it was noted that very successful campaigns had been held with students and that there was good collaboration with the Abersoch Holiday Home Agency on establishing a plan for holiday homes in the area. It was also reported that specific work had been undertaken with Commercial Waste and that there was a significant improvement as a result to a change in arrangements, provision and introducing differential fees to retailers.
- f) It was accepted that the challenge for the future was a difficult one and it was therefore important to have accurate preparations in place. It was reiterated that the intention was to respond to every community challenge and that it was ongoing work. The current efforts were appreciated and a continuation in good collaboration was encouraged in order to respond to problems/challenges. The observations were appreciated.

RESOLVED

- a) **that the Committee is pleased to see an increase in the waste collection and recycling arrangements and that it was eager to record its appreciation of the staff's hard work, especially during the severe weather**
- b) **that the Committee viewed the need to address some matters as the work was progressing:**
- **that the Cabinet Member needed to continue to pressurise the Government to do something about reducing the packaging material of goods**
 - **Information should be shared with the Members in general regarding the 'wash and squash' developments to improve the hygiene of the materials being collected**
 - **the Members hoped to see a further improvement in the tidiness when collecting, and were confident that the new machines would facilitate this**
 - **That creative solutions should continue to be sought to the challenges of collecting in populated areas through developing community bins**
 - **That a further increase should be ensured in the engagement and dialogue with residents in order to further improve recycling.**
 - **Need to ensure that on-street recycling arrangements moved on with an emphasis on having simple and easy to read messages for the public on those arrangements**

CHRISTMAS AND BOXING DAY ARRANGEMENTS

- a) It was noted that Christmas and the severe weather had maximised problems and therefore steps had been identified to progress. In general, it was noted that the service had been very good under very difficult circumstances in Meirionnydd and Dwyfor, with some confusion during the changes in Arfon. Despite observations in the press, during Christmas it was confirmed that Arfon's arrangements had been good, and that there was now an opportunity to learn lessons and to move on.

8. PEST CONTROL SERVICES

- a) Submitted - the report of the Cabinet Member for Planning and Regulatory for the Committee to consider possible options for the provision of the pest control service. An explanation was provided on the nature of the service and it was highlighted that the service was within the Regulatory Department's efficiency savings programme for 2015-2018 - a saving of £67,000. By now, it was confirmed that one officer had left and that by now, the figure to achieve the saving should the unit be abolished was £28,440.

It was added that a lack of income remained within the service, but that the Head of the Regulatory Department was eager to consider possible options;

- Abolish the pest control service
- Review and increase the number of management and pest control contracts by improving marketing
- Raise pest control fees to be self-sufficient
- Raise pest control fees to meet the saving of abolishing the service (It was suggested that raising the fees would be too much inflation and therefore the service could become too expensive)

The Committee was requested to provide the department with 6 months to identify improvements, a new fees structure and realistic income targets to seek a self-sufficient service. The Senior Service Manager noted that there were possible opportunities, such as increasing the numbers of stable contracts and looking at increasing the number of contracts in the Arfon area.

- b) During the discussion, the following observations were made:
- Welcome the opportunity to maintain a self-sufficient service - the service was necessary for the public
 - Preferred a neutral cost rather than abolishing
 - Abolishing the service would be likely to lead to an increase in the costs of private companies and therefore it was important to keep the service within the Council to safeguard prices for the public
 - Important service although it was not statutory
 - Welcome the need to market and to look at the fees of competitors / private companies
 - The health and safety implications also needed to be considered and not only financial matters
 - The posts within the service were responsible and specialist
 - Encouraged collaboration with the recycling department
 - Several internal services depended on the service - if the service was abolished, where and what would the cost of external / private companies come from and be?

- c) In response to the above observations the Head of Service noted that he appreciated Members' support and that he was confident that it was possible to address the deficit.

In response to a question regarding using external / private companies, as the Council's pest control service was not a statutory one, it was noted that it was difficult to find the fees of private companies to note a comparison. The need for fair and consistent fees levels was highlighted and the opportunity to further research the possible opportunities was appreciated.

It was confirmed that efficiency savings were in question and that the service was not on the Council's cuts list.

RESOLVED to accept the report and that a period of 6 months should be permitted to submit a new fees structure and realistic income targets for the pest control service to become self-sufficient.

The meeting commenced at 10.00 am and concluded at 12.00 pm

CHAIRMAN

Agenda Item 7

COMMITTEE	COMMUNITIES SCRUTINY COMMITTEE
DATE	19 May 2016
TITLE	Public Conveniences
CABINET MEMBER	Councillor John Wynn Jones
PURPOSE	To consider and make recommendations on a Scheme to keep public toilets under threat of closure due to the cuts open for the future

1. BACKGROUND

- 1.1 Following the Gwynedd Challenge engagement exercise, the Council in its meeting of 3 March, 2016 recommended making cuts which included 'closing 50 out of 73 public toilets in the County' in order to achieve a budgetary reduction of £244,000.
- 1.2 If implemented, the decision as to which toilets to close would likely be based on an appraisal of the 'importance' of the toilets as developed by the Public Toilet Task Team (Environment Committee) in 2008/2009 and in relation to the following considerations:
- level of use
 - link with tourist attraction
 - use by motorists on Trunk Roads, Class 1 and 2 Roads
 - link with shopping centre
 - facilities for the disabled
 - link with public transport exchanges e.g. bus stations
 - link with Blue Flag Beach.
- 1.3 The £244,000 cuts have to be achieved by the 1 April, 2017 at the latest. With the assistance of the Head of Service, I have been looking at the possibility of developing an alternative scheme to keep as many toilets as possible open despite the significant cuts to the budget.
- 1.4 The purpose of this Report is to obtain the Scrutiny Committee's recommendations on an alternative scheme to meet the cuts and which keeps the current level of provision of Public Toilets in the County.

2 A PARTNERSHIP SCHEME TO MAINTAIN THE PROVISION

2.1 Appendix 1 of this Report contains a list of public toilets which this Council currently provides.

The list includes:

- town/village/relevant community or town council
- location of the toilet
- opening periods: either all year or seasonal (normally from Easter to the end of October)
- details of any current partnership arrangement
- best estimate of average annual cost of operating the toilet.

2.2 The Scheme is dependent on attracting the interest of Town and Community Council's in having a partnership to ensure the continuation of the provision in 2017/18. A financial contribution is expected from Town/Community Councils for the purpose and there are two options available to achieve this:

- **Option 1:** contribution level of £4000 per toilet open all year and a contribution of £2000 per toilet opened seasonally.
- **Option 2:** contribution equivalent to a third (33.3%) of the average annual cost of operating the toilet.

2.3 It is obvious that some town and community councils have more than one facility in their town or community. The list in Appendix 1 includes total annual contributions expected from town/community councils willing to be a partner under the Scheme.

2.4 The Scheme has a second phase, to be implemented from 2017/18 onwards, and which gives the Town/Community Committee the option to:

- continue with the partnership arrangement for the next year/s, or
- to develop arrangements for the transfer of responsibility in full for the provision after 2017/18.

2.5 From experience, it can take up to two years to make arrangements for Town/Community Council's to take responsibility for the property and service in full.

2.6 In Appendix 2 of this Report is a draft standard letter which would likely be sent to town/community councils upon implementation of this Scheme.

2.7 It is anticipated that the advantages of partnering for Town/Community Councils would be:

- keeping the provision open
- possibility to develop alternative arrangements for its provision, if desired
- providing the community with an influential role in ensuring the provision for the future
- providing adequate time to adjust precepts
- providing opportunities to attract external grant funding for improving the facility in the future.

2.8 Advantages of partnering for this Council would be:

- keeping the provision open
- better certainty of continuing employment of staff involved in cleaning and maintaining the provision
- ensuring the cuts are achieved by 1 April, 2017
- having a solid foundation for a strategy to provide public toilets in the County and which would meet any possible statutory obligation by the Welsh Government in future.

2.9 If there is no interest in entering into a partnership to maintain the provision, then it is expected that the toilet under consideration would close during this financial year, i.e. 2016/17.

3. RECOMENDATIONS

3.1 The Scrutiny Committee to consider the Scheme and to advise:

- 3.1.1 If there is support for the Scheme (including any suggestions as to how the Scheme could be improved).
- 3.1.2 If supportive, which option (1 or 2) should be followed.
- 3.1.3 If supportive, that the Scrutiny Committee recommends that the Cabinet amends the decision made to cut £244,000 by first seeking to establish a partnership with local communities in order to avoid closing the facilities whilst achieving the same amount of savings.

ATODIAD / APPENDIX 1

					Opsw/Option 1		Opsw/Option 2
Tref neu Bantref / Town or Village	Lleoliad / Location	Agored / Open	Partneriaeth/Partnership	Cyfanswm Cost Gweithredu ar gyfartaledd/Average Total Cost	Cyfraniad gan Cyngorau Cymuned/Thref / Town/Community Council Contribution	Cyfanswm Cost I'r Cyngor Cymuned/Thref / Total Cost for Town/Community Council	Cyfraniad/Contribution 33.333333%
Ardal ARFON Area							
1	Bangor	Glanrafon	Trwy'r flwyddyn /All Year	£27,719.42	£4,000		
2	Bangor	Tanyfynwent	Trwy'r flwyddyn /All Year	£30,536.53	£4,000		
3	Bangor	Y Pier	Tymhorol / Seasonal	£8,200.54	£2,000	£10,000	£22,152.16
4	Bethesda **	Stryd Fawr	Trwy'r flwyddyn /All Year	£7,686.19	£4,000	£4,000	£2,562.06
5	Caernarfon	Allt y Castell	Trwy'r flwyddyn /All Year	£34,864.85	£4,000		
6	Caernarfon*	Empire	Trwy'r flwyddyn /All Year	£36,641.34	£4,000		
7	Caernarfon*	Penllyn	Trwy'r flwyddyn /All Year	£32,674.68	£4,000	£12,000	£34,726.96
8	Dinas Dinlle (Llandwrog)	Marine	Trwy'r flwyddyn /All Year	£14,739.41	£4,000	£4,000	£4,913.14
9	Felinheli	Ffordd y Traeth	Trwy'r flwyddyn /All Year	£6,963.00		£6,963.00	£6,963.00
10	Llanberis	Ger y Llyn	Trwy'r flwyddyn /All Year	£9,431.45	£4,000		
11	Llanberis	Maes Padarn	Trwy'r flwyddyn /All Year	£9,329.02	£4,000		
12	Llanberis	Y Glyn	Tymhorol / Seasonal	£12,392.48	£2,000	£10,000	£10,384.32
13	Penygroes (Llanllyfni)	Heol y Dwr	Trwy'r flwyddyn /All Year	£6,289.60	£4,000	£4,000	£2,096.53
Ardal DWYFOR Area							
14	Aberdaron	Traeth	Tymhorol / Seasonal	£3,915.26	£2,000	£2,000	£1,305.09
15	Aberdesach (Clynnog)		Tymhorol / Seasonal	£2,315.08	£2,000		
16	Clynnog		Tymhorol / Seasonal	£2,414.87	£2,000	£4,000	£1,576.65
17	Abersoch (Llanengan)	Ger y bont	Trwy'r flwyddyn /All Year	£10,604.62	£4,000		
18	Abersoch (Llanengan)	Golff	Tymhorol / Seasonal	£6,345.18	£2,000		
19	Abersoch (Llanengan)	Machroes	Tymhorol / Seasonal	£4,509.68	£2,000		
20	Mynytho (Llanengan)		Tymhorol / Seasonal	£2,452.96	£2,000	£10,000	£7,970.81
21	Beddgelert		Trwy'r flwyddyn /All Year	£10,821.66	£4,000	£4,000	£3,607.22
22	Criccieth***	Esplanade	Tymhorol / Seasonal	£7,009.72	£2,000		
23	Criccieth	Maes Parcio	Trwy'r flwyddyn /All Year	£10,576.60	£4,000		
24	Criccieth	Marine	Tymhorol / Seasonal	£6,246.47	£2,000	£8,000	£7,944.26
25	Llanbedrog	Traeth	Tymhorol / Seasonal	£4,410.57	£2,000	£2,000	£1,470.19
26	Llanystumdwy		Tymhorol / Seasonal	£3,713.61	£2,000	£2,000	£1,237.87
27	Llithfaen (Pistyll)		Trwy'r flwyddyn /All Year	£7,656.54	£4,000	£4,000	£2,552.18
28	Morfa Bychan (Porthmadog)	Traeth	Tymhorol / Seasonal	£9,754.22	£2,000		
29	Morfa Bychan (Porthmadog)	Gwydryn	Tymhorol / Seasonal	£4,208.09	£2,000		
30	Borth y Gest (Porthmadog)	Maes Parcio	Trwy'r flwyddyn /All Year	£8,746.19	£4,000		
31	Tremadog (Porthmadog)	Stryd Fawr	Trwy'r flwyddyn /All Year	£6,146.65	£4,000		
32	Porthmadog*	Y Parc	Trwy'r flwyddyn /All Year	£4,606.45	£4,000	£16,000	£11,153.87
33	Morfa Nefyn (Nefyn)	Cae Coch	Trwy'r flwyddyn /All Year	£8,295.61	£4,000		
34	Morfa Nefyn (Nefyn)	Traeth	Tymhorol / Seasonal	£9,059.19	£2,000		
35	Nefyn	Cefn Twr	Trwy'r flwyddyn /All Year	£7,769.21	£4,000		
36	Nefyn	Lon Gam	Tymhorol / Seasonal	£5,529.91	£2,000	£12,000	£10,217.97
37	Pwllheli	South Beach	Trwy'r flwyddyn /All Year	£6,517.99	£4,000		
38	Pwllheli	Stryd Penlan	Trwy'r flwyddyn /All Year	£7,171.54	£4,000		
39	Pwllheli	West End	Tymhorol / Seasonal	£4,224.89	£2,000		
40	Pwllheli*	Y Maes	Trwy'r flwyddyn /All Year	£14,552.33	£4,000	£14,000	£10,822.25
41	Sarn Meillteyrn (Botwnnog)		Trwy'r flwyddyn /All Year	£4,914.25	£4,000	£4,000	£1,638.08
42	Trefor (Llanelhaeran)	Traeth	Tymhorol / Seasonal	£2,607.22	£2,000	£2,000	£869.07
43	Tudweiliog		Tymhorol / Seasonal	£4,016.77	£2,000	£2,000	£1,338.92
Ardal MEIRIONNYDD Area							
44	Aberdyfi	Neuadd Dyfi	Tymhorol / Seasonal	£7,996.22	£2,000		
45	Aberdyfi	Y Cei	Trwy'r flwyddyn /All Year	£15,488.97	£4,000	£6,000	£7,828.40
46	Abergynolwyn (Llanfihangel)		Tymhorol / Seasonal	£3,263.76	£2,000	£2,000	£1,087.92
47	Abermaw	Llys Cambrian	Trwy'r flwyddyn /All Year	£42,310.47	£4,000		
48	Abermaw	Promenad y Gogledd	Tymhorol / Seasonal	£12,986.02	£2,000		
49	Abermaw	Y Cei	Trwy'r flwyddyn /All Year	£22,375.97	£4,000	£10,000	£25,890.82
50	Bala	Plase	Trwy'r flwyddyn /All Year	£8,110.77	£4,000		
51	Bala **	Y Grin	Trwy'r flwyddyn /All Year	£15,927.61	£4,000	£8,000	£8,012.79
52	Blaenau Ffestiniog **	Diffwys	Trwy'r flwyddyn /All Year	£9,705.97	£4,000	£4,000	£3,235.32
53	Bryncrug		Tymhorol / Seasonal	£2,879.55	£2,000	£2,000	£959.85
54	Corris Isaf **		Trwy'r flwyddyn /All Year	£3,032.48	£4,000	£4,000	£1,010.83
55	Dinas Mawddwy **		Trwy'r flwyddyn /All Year	£3,616.22	£4,000	£4,000	£1,205.41
56	Dolgellau*	Maes Parcio'r Marian	Trwy'r flwyddyn /All Year	£14,449.49	£4,000	£4,000	£4,816.50
57	Dyffryn Ardurdwy		Tymhorol / Seasonal	£4,070.22	£2,000		
58	Talybont (Dyffryn Ardurdwy)	Pentre	Trwy'r flwyddyn /All Year	£5,788.87	£4,000	£6,000	£3,286.36
59	Fairbourne (Arthog)	Ffordd yr Orsaf	Trwy'r flwyddyn /All Year	£5,698.44	£4,000		
60	Fairbourne (Arthog)	Penrhyn Drive South	Trwy'r flwyddyn /All Year	£6,789.68	£4,000	£8,000	£4,162.71
61	Ganllwyd **		Trwy'r flwyddyn /All Year	£4,773.19	£4,000	£4,000	£1,591.06
62	Harlech	Bron y Graig	Tymhorol / Seasonal	£6,637.52	£2,000		
63	Harlech	Castell	Trwy'r flwyddyn /All Year	£7,184.54	£4,000		
64	Harlech	Min y Don	Tymhorol / Seasonal	£4,413.56	£2,000		
65	Harlech	Queen's	Tymhorol / Seasonal	£9,408.80	£2,000	£10,000	£9,214.81
66	Llanbedr		Tymhorol / Seasonal	£3,947.00	£2,000	£2,000	£1,315.67
67	Llandanwg (Llanfair)		Trwy'r flwyddyn /All Year	£5,567.00	£4,000	£4,000	£1,855.67
68	Llwyngwrl (Llangelynin)		Tymhorol / Seasonal	£3,556.70	£2,000	£2,000	£1,185.57
69	Maentwrog **	Newydd	Trwy'r flwyddyn /All Year	£6,816.00	£4,000	£4,000	£2,272.00
70	Pennal		Trwy'r flwyddyn /All Year	£4,716.57	£4,000	£4,000	£1,572.19
71	Penrhyndeudraeth **	Maes Parcio	Trwy'r flwyddyn /All Year	£5,927.84	£4,000	£4,000	£1,975.95
72	Trawsfynydd		Trwy'r flwyddyn /All Year	£6,212.07	£4,000	£4,000	£2,070.69
73	Tywyn	Maes Adloniant	Trwy'r flwyddyn /All Year	£11,543.18	£4,000		
74	Tywyn	Sinema	Trwy'r flwyddyn /All Year	£12,221.23	£4,000	£8,000	£7,921.47
				£705,997.75	Cyfanswm / Total	£240,963	£239,974.58

* Toiled lle codi'r ffi / Toilets where a fee is charged

** Cyfraniad tuag at costau gan Asiantaeth Cefnffyrdd / Trunk Road Agency contribution towards running costs

***Costau Cynnal a Chadw Uchel ar gyfer yr Adeilad dros 3 blynedd / High building maintenance costs over 3 years

Pennaeth Prifffyrdd a Bwrdeistrefol
Head of Highways and Municipal
Gwyn Morris Jones B.Eng., C.Eng., M.I.C.E.



, 2016

DRAFT STANDARD LETTER

Dear Clerk,

Public Toilet/s in your Town/Community

You will be aware from the recent ‘Gwynedd Challenge’ exercise that Gwynedd Council has to make cuts to services because of the lack of funding from central government. I am sure that you will also be aware of the threat to the provision of public toilets and to the possibility of the closure of a significant number within the year.

In an attempt to avoid the closure of toilets, we are contacting you and all the relevant town/community/city councils to establish whether you would be willing to contribute and enter into a partnership with us to maintain the current provision in your community. For this purpose, we have worked out annual financial contributions expected from Town/Community Councils in order to achieve this.

Your agreement to this partnership would enable us to keep the toilets open in 2017/18 and when there will be a further opportunity for us to either extend the partnership arrangement to the following year or, if you desire, develop arrangements to transfer full responsibility of the provision to you.

The attached form is relative to your Council and I would appreciate if you could indicate on the form:

1. If you are interested in forming a partnership.
2. If you are interested in seeking an alternative means of maintaining the provision after 2017/18.

I would be grateful if you could return the completed attached form to me before..... 2016 please.

I would like to thank you for your consideration of the matter and look forward to receiving your response.

Yours faithfully,



Swyddfeydd y Cyngor
Caernarfon
Gwynedd LL55 1SH
01766 711000
www.gwynedd.llyw.cymru

APPENDIX 2b

PUBLIC CONVENIENCE PARTNERING SCHEME

Council:					
Toilet/Location	Open	Average Annual Cost of Provision	Your Annual Contribution	Interest in Partnering	Interest in Future Management
	All Year		£4,000		
	Seasonal		£2,000		
	Total:				

✓ interest
 X no interest

To be returned by, 2016, for the attention of:

.....

Any enquiries please contact the above on 01286 or@gwynedd.llyw.cymru please.



Agenda Item 8

COMMITTEE	COMMUNITIES SCRUTINY COMMITTEE
DATE	19 May, 2016
TITLE	Review of the Garden Waste Collection Service
CABINET MEMBER	Coun. John Wynn Jones
PURPOSE	To consider and make recommendations on arrangements suggested for charging residents a fee for the collection of garden waste

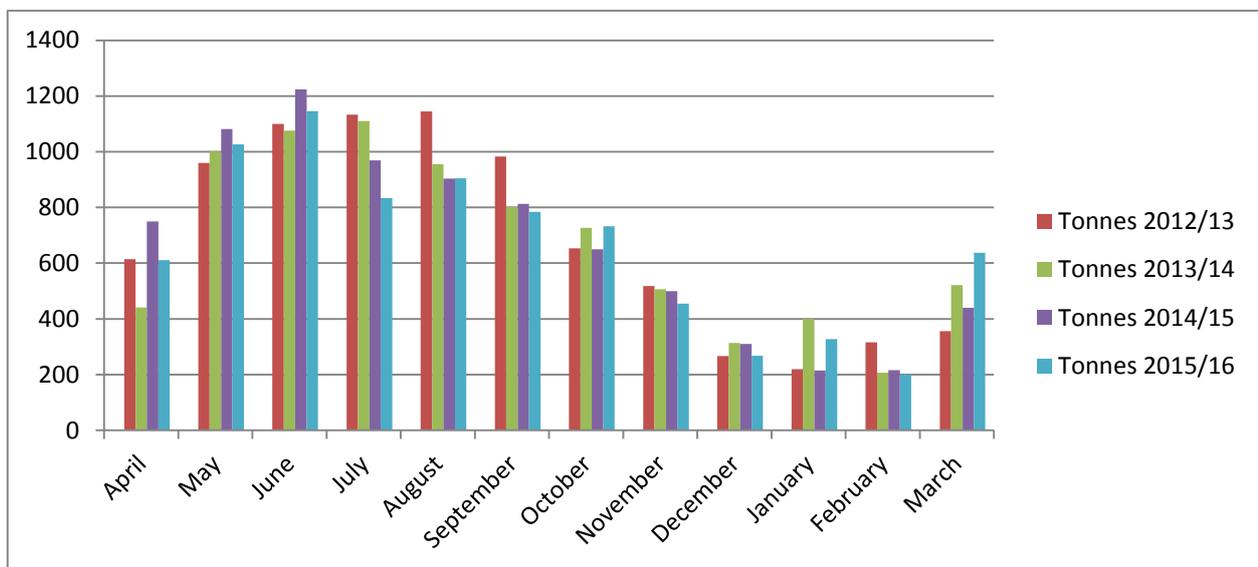
1. BACKGROUND

- 1.1 In its meeting of 16 December, 2014 the Cabinet gave approval to implementing a range of efficiency savings schemes which included the 'Review of the Garden Waste Service' in order to achieve a saving of £750,000 in the 2017/18 year.
- 1.2 The intention to review garden waste collection arrangements, including the possibility of raising a fee for the provision, is in accordance with the Council's Waste Strategy (for 2010-2025) adopted by the full Council in its meeting 21 January, 2010.
- 1.3 Under the Controlled Waste Regulation 2012, local authorities can charge residents a fee for its collection (this should not include for the cost of disposal). The Environmental Protection Act 1990 provides flexibility on whether to charge and its scale i.e. a 'reasonable' charge is allowed for the service under this Act.
- 1.4 The Welsh Government in its 'Collections Blueprint' for waste collection services recommends that residents should be charged a fee for the collection of garden waste in order to help reduce the amount of garden waste put out by householders for collection, and in order to save on collection and landfill costs.
- 1.5 As a consequence, therefore, many local authorities in Wales have reviewed their arrangement by charging a fee for the garden waste collection service. The remaining authorities in Wales, as for Gwynedd, are in the process of considering doing the same.
- 1.6 The purpose of this Report is to enable the Scrutiny Committee to consider the options available to implement the change, and in order to receive recommendations as to how the suggested means of implementing the change can be improved.

2. CURRENT ARRANGEMENTS

- 2.1 Currently Gwynedd Council provides one 240 litre wheeled bin (brown) to every dwelling that receives the service. There are less than 500 households who use a 140 litre bin for the purpose. A very small number of households (less than 200 in number in the County) have their garden waste collected by means of 3 (white) biodegradable sacks. The current collections are at fortnightly intervals and throughout the year.

- 2.2 Not everyone requires the service, there are some residents without gardens, others who can manage their waste by composting at home, with agricultural land or some prefer to take it directly to one of our Recycling Centres. Of the 61530 dwellings receiving a waste collection service, approximately 45204 households (73.5%) receive the garden waste collection service.
- 2.3 Currently the cost of providing the garden waste collection service is circa £807,000 per year. In addition, the cost of replacing and providing receptacles for the purpose is approximately £32,000 per year.
- 2.4 In terms of resources, 17 number (FTE) staff and 3 N^o vehicles are used to deliver the service. This includes the seasonal staff required to meet the increase in usage of the service during the summer.
- 2.5 Once collected, the garden waste is taken to the In-vessel Composter at Penhesgyn, Anglesey to be processed and made into a 'soil improver'. Similarly Gwrtaith Gwynedd's facility at Afonwen is used for the same purpose. The IVC facility is managed in-partnership between Anglesey, Conwy and Gwynedd Council. Composting garden waste allows us to avoid disposing of it by landfill. Since garden waste is biodegradable, the avoidance of disposal by landfill is essential if the Council is to avoid financial penalties from the statutory Landfill Allowance Scheme.
- 2.6 The figure below shows the amount of garden waste collected each month for a 4 year period. The tonnage collected year on year is fairly constant and the use of the service outside the growing season should be noted.



2.7 The following table provides a summary of the total garden waste (in tonnes) collected from residents in the last 4 years:

Year	Total Tonnage Collected
2012/13	8264
2013/14	8059
2014/15	8072
2015/16	7926

2.8 The collection of garden waste contributes towards meeting our recycling targets. On 31 March, 2016 this Council achieved 58.75% recycling/composting of municipal waste (the statutory target being 58%). The 58.75% is based upon re-use (0.18%), recycling (35.46%), composting of garden waste collected from residents (approximately 10%), other composting (13.11%). It should be noted that the Council would face financial penalties if the recycling performance fell below 58% in any year, and that the statutory targets of 64% recycling/composting has to be met by 31 March, 2010, and 70% by 31 March, 2025.

3. OTHER COUNTIES EXPERIENCES AND ARRANGEMENTS

3.1 Of the 22 Counties in Wales, 9 of them currently charge some form of a fee for the collection of garden waste. 4 of these counties charge an initial fee for the sack used in its collection e.g. £1.50 each for a re-usable sack or £1 for three biodegradable sacks. The other 5 counties charge an annual fee for a regular garden waste collection service and the table below provides details as to their current arrangements:

County	Charge for the Receptacle	Receptacle	Collection Frequency	Collection Period	Details of Annual Fee
Blaenau Gwent	No	Hessian sacks	Fortnightly	9 months	£25
Bridgend	No	2 Sacks	Fortnightly	9 months	£27
Denbigh	No	140 litre bin/ or 240 litre bin or sacks	Fortnightly	All Year	£34 bin 240 litre, £22 bin 140 litre/3 sacks
Monmouth	No	Sacks	Weekly	9 months	£12
Pembroke	No	240 litre bin or sacks	Fortnightly	9 months	£38

3.2 Our understanding from the experiences of others is that when a county changes to charging a fee for the service that was previously for free, there is a significant reduction in the demand and usage of the service in the first year of introducing fee charging. This can be as much as a 60% reduction in the number requiring the service. These counties have also experienced an increase of approximately 20% in the demand for the service in the second year after introducing fee charging.

3.3 We have closely followed the experiences of one county in particular which has introduced charging a fee for the collection of garden waste two years ago. The following illustrates the effect of introducing the change and developments to date:

- ◀ A reduction of up to 60% in the demand for the service in the first year of introducing the change.
- ◀ An increase of up to 20% in the demand for the service in the following year.
- ◀ Payment Method – kept simple and on-line by card/£2 additional charge if arranged over the phone.
- ◀ Renewal Method – kept simple and on-line/by phone (renewal within 12 weeks of year end).
- ◀ Knowing whom to collect from – unique label on receptacle.
- ◀ Collection Day – on the calendar with label provided on paying the fee.
- ◀ Garden Waste in Residual Bin – not acceptable, enforcement measures necessary.

3.4 These authorities have experienced a reduction in demand for the service upon the introduction of fee charging. This has led to a reduction in costs to the authority for collecting and dealing with the garden waste.

4. RELEVANT CONSIDERATIONS ON ITS INTRODUCTION IN GWYNEDD

4.1 The Receptacle for this Purpose

Although there would be benefits in changing to using new receptacles (of a different colour) when introducing the change, the cost of doing so would be prohibitive. The cost of providing a 240 litre wheeled bin is currently approximately £25 e.g. if 40% of households in the County required the service, the cost of providing new bins for the purpose would be around £615,000.

It is therefore recommended that the existing receptacles should be used for the purpose. In doing so, certain issues need to be addressed as follows:

◀ **if an additional bin is requested for garden waste should it be allowed?** *It is suggested that this should be allowed and based upon an additional fee for the provision (say 15% less than the fee for the first bin).*

◀ **if there is a request for a smaller bin e.g. changing from a 240 litre size to 140 litre – should it be allowed?** *It is suggested that this should be allowed with the fee being that set for collecting by means of the smaller receptacle (which is at say 15% less than the fee charged for a 240 litre bin).*

◀ **if there is no longer a need for the garden waste bin, should it be collected from the property?** *It is suggested that it should only be collected from the property only when there is a request from the resident to do so.*

◀ **for the few that receive collections by means of 3 biodegradable (white) sacks, should there be a charge for providing the sacks as other counties do** (see 3.1 of this Report).

It is suggested that it should be part of the annual fee charged for the service, however, the number of sacks should be increased from 3 to 5 in order to be consistent in terms of volume with that of the 240 litre wheeled bin.

◀ **it is anticipated that a label will be provided annually to the customer upon payment of the fee and for placing on the receptacle. We are aware of at least one county that charges a £10 fee if the label is lost and needs to be replaced. Should we follow suit?**

It is suggested that this should not be done but could be considered in future if it causes additional administration.

4.2 Collection Frequency

Since residents have got used to receiving a garden waste collection service at fortnightly intervals, it is highly likely that there would be an expectation, upon raising a fee, for this to continue. It is recommended therefore, that the frequency remains at fortnightly intervals.

What needs to be considered is whether the service should be provided throughout the year as present or restricted to 9 months in the year (the growing season) as other counties have chosen to do.

The following shows the advantages and disadvantages of the two regimes:

	Advantages	Disadvantages
9 month collection	<ul style="list-style-type: none"> • Less costs in providing the service • Slightly less fee for the resident 	<ul style="list-style-type: none"> • Different to the current service • Slightly more confusing to the customer • Not able to obtain the garden waste tonnage in winter, with an effect on the Composting Facility and recycling figures • Inconsistent and fractured arrangement for the workforce
All year collection	<ul style="list-style-type: none"> • Similar to the current service • Simple for customers to follow • Allows for the collection of garden waste in winter, less impact on the Composting Facility and recycling figures • More consistent arrangement for the workforce 	<ul style="list-style-type: none"> • Higher costs in providing the service • Slightly higher fee for the resident

In order to provide a more complete, consistent and simpler service for residents, there are benefits in continuing with the current arrangement of collecting throughout the year. It should be noted from paragraph 2.6 of this Report that a fairly significant tonnage of garden waste is collected during the winter months. The main advantage of collecting for 9 months of the year is in reducing service costs. This is considered further and in more detail in the next section of this Report and in the 'Business Case'.

4.3 The Business Case

The following estimates of costs are relevant to collection and administration only, they do not include composting costs.

	Labour £	Transport £	Other* £	Income £	Total Net £	Annual Saving £
Current Collection Costs	546,590	260,410		--	807,000	--
Option 1: All Year >Estimated 40% of current tonnage collected >Fee Level £33/yr	390,590	221,410	30,000	585,000	57,000	750,000
Option 2: 9 months of the year >Estimated 40% of current tonnage collected >Fee Level £30/yr	360,590	200,000	30,000	540,000	50,590	756,410

Other*	
Administration of Fees	£7,000
Labels	£3,000
Monitoring Officer's Time	£10,000
Additional Recycling Centres Costs	£10,000
Total	£30,000

A fee of between £30 and £33 per annum compares well with that set by other authorities (see table in 3.1 of this Report). It is important that the fee chosen ensures that the anticipated annual saving of £750,000 is achieved.

There is a need for caution when considering the above figures since it is very difficult to predict exactly how many will use the service upon charging a fee. The estimates above do however illustrate how the anticipated annual saving of £750,000 can be realized upon implementing the change and in choosing the appropriate level of fee for the service. This can be achieved by collecting throughout the year or for a period of 9 months only. Given that there is only a £3 difference annually in the fee charged to residents between options, it is suggested that the current regime of collecting all year round should be maintained.

It is also apparent, given the uncertainty in predicting the actual demand for the service on charging a fee, that it will be necessary to review the level of fee on an annual basis and in order to ensure that the anticipated savings are achieved.

4.4 Staff Obligations

On implementing Option 1 i.e. collection throughout the year it is anticipated that 6 (FTE) collection staff posts will be lost. With Option 2, it is anticipated that 7 (FTE) posts will be lost. It is essential that staff and their relevant unions are fully consulted with when implementing any changes to the service. From the perspective of ensuring employment, the option of collecting throughout the year is better.

4.5 Administration

In order to collect fees it will be necessary to establish an arrangement whereby it can be paid by means of a debit or credit card by using the Council's website or by contacting Galw Gwynedd. Payment by means of a cheque or cash should only be allowed through visiting Siop Gwynedd. It should be noted that rules that derive from the Local Government Finance Act 1992 do not allow us to collect fees by means of the Council Tax payment system.

4.6 Monitoring Compliance

In introducing fee charging for the collection of garden waste, there are concerns regarding residents placing garden waste in their residual waste bin. This is less likely as a consequence of introducing three weekly collection of residual waste since there is less available space in the residual bin, however, it is still a possibility.

In order to prevent this happening, it will be necessary to monitor the use of the residual bin and take enforcement measures under Section 46 of the Environment Protection Act, 1990 where there is misuse.

In raising awareness of residents to the change, it will be necessary to stress that disposal of garden waste by means of the residual bin is unacceptable.

4.7 Raising Awareness

As for the case of introducing 3 weekly collection of residual waste, significant work in raising awareness to the change is necessary. An Engagement Task Team will be set up for this purpose.

Use will be made of the Council's Website, Newyddion Gwynedd, Rhaeadr, social media and local papers to disseminate information and to make residents fully aware of the new arrangements.

One of the key issues to address is ensuring that it is easy for residents to pay for the service. After time, it is likely that collection routes will need to be changed in order to deal with changes in the volume of garden waste collected. In doing this, every effort will be made to keep to the arrangement that all waste i.e. food, recyclates, residual and garden waste are collected on the same collection day.

4.8 Effect on Gwynedd Council's Recycling Performance

It is anticipated that there will be a reduction in the tonnage of garden waste collected on introducing the change and this will have an effect, especially in the first year after introduction, on our recycling performance. This can result in up to a 3% fall in our recycling rate. It is imperative that this does not cause us to fall below the 58% recycling target which would result in this Council facing financial penalties.

Taking account of the measures planned in our Waste Strategy, the following profile is envisaged in terms of recycling performance upon implementing this change to garden waste collections.

Year	Statutory Target	Performance Envisaged	Relevant Measures
2015/16	58%	58.75%	
2016/17		59.8%	
2017/18		58.5%	<ul style="list-style-type: none"> • Fee charging for Garden Waste, reduction of up to 3% in performance
2018/19		63%	<ul style="list-style-type: none"> • 1% increase in performance due to increase in garden waste collected • Regional Project (treatment of residual waste) operational
2019/20	64%	67%	

Therefore, despite the fall in performance envisaged in the first year of implementation, we do not envisage falling below the 58% statutory target during the period leading up to the next statutory target of 64% in 2019/20. **We will, however, have to monitor this very carefully when implementing the change.**

4.9 Timescale for Introducing the Change

In introducing the change, there are advantages in having arrangements based upon the calendar year i.e. to start 1st January, 2017. This coincides with the 'quietest' time of the year for the collection of garden waste, it is well in advance of the start of the growing season and helps with using a label system for the year. It also has benefits in terms of ensuring the anticipated savings are achieved in the 2017/18 financial year. To start 1st January, 2017, it will be necessary to collect and receive payment of fees between October and mid December, 2016.

5. RECOMENDATIONS

- 5.1 The Scrutiny Committee to consider the options available in implementing the change and to provide recommendations as to how to improve on what is suggested in order to achieve this change and expected savings.

MEETING	COMMUNITIES SCRUTINY COMMITTEE
DATE	19 May 2016
TITLE	“More than Books” Strategy and Delivery Model: Gwynedd Council Library Service
AUTHOR	Catrin Thomas, Senior Manager Community Learning
CABINET MEMBER	Cllr Ioan Thomas
PURPOSE	To scrutinise the process followed in order to create the strategy.

1. INTRODUCTION

1.1 Following one of the Communities Scrutiny Committee's preparatory meetings, members are eager to scrutinise the process followed in order to create the Strategy and Delivery Model for the Libraries Service.

2. BACKGROUND

2.1 Providing a 'comprehensive and efficient Library Service for everyone who wishes to use it' is a statutory requirement under the Public Libraries and Museums Act 1964.

2.2 The Welsh Public Library Standards (WPLS) assess whether library services fulfil the duties noted in the Act. The Council is assessed annually by Welsh Government the Standards. The Standards also give guidance to authorities such as Gwynedd Council on what they are expected to provide in the Libraries Service in order to address the needs and expectations of local residents.

2.2 Gwynedd Council's Standards Assessment for 2012/3 noted that the **very low staffing levels**, compared to the national standard, was likely to affect the service's ability to deliver a comprehensive service in the future. As a result it was decided to review to Service.

2.3 A review of the library service was completed in 2013-2014 under the guidance of a Members' Consultative Panel. The review came to the conclusion that it would be unsustainable to continue with the library service in its current form when planning for the future. The review also concluded that the library Service in its current form would not be able to respond to the **challenges of digital developments** and to a shift in users' reading and information seeking habits.

2.4 The Member's Panel recommended that a new Library Strategy was developed which would outline how the future provision would meet the Library Standards, and meet the shift in users reading and information seeking patterns.

2.5 Since the end of 2014 the Library Service has been developing a Library Strategy for the authority, during a financially challenging period for the Council.

2.6 At its meeting in December 2014, the Cabinet approved an efficiency savings proposal to establish a "New Strategic Direction and a Delivery Model for the Libraries Service" and asked the Service to submit a detailed business case to the Cabinet before implementing them and to ensure a comprehensive equality assessment of the impact of any potential change.

2.7 The Library Service drafted a Library Strategy to address the recommendations of the review, and took into account the budgetary constraints on the Services by way of the Council's efficiency savings programme. The Service completed an initial equality impact assessment of the strategy.

3. "More than Books" Strategy – May – July 2015 Public Consultation

3.1 The "More Than Books" strategy was drafted and a Public consultation was conducted during May – July 2015 to gather the views and opinions of residents, users and partners to its contents.

3.2 The consultants provided a range of recommendations which brought together the feedback collected from the public and our partners and was presented to the Library Service in September 2015.

3.3 The consultants recommended that the Strategy's vision and priorities needed strengthening. The consultants noted that the current situation is unsustainable, but that there is general unwillingness amongst the public to see any changes to the network of libraries, even in a challenging financial context. One of the consultants' recommendations, in addition to maintaining nine main libraries, was that consideration should be given to offering an "Authority-led Community Library Service" in the eight communities where there is a library currently located and is open for fewer than 20 hours per week.

3.4 At its meeting in November 2015, the Cabinet took the decision "To defer the final decision on the Gwynedd Library Service Strategy until after Her Gwynedd". The cabinet was of the opinion that the outcomes of the Gwynedd Challenge and the priorities of Gwynedd's residents should be considered before moving forward with the development of the Library Service's "More than Books" Strategy and a provision model to deliver this strategy.

4. Gwynedd Challenge – September 2015 to March 2016.

4.1 Between September and December 2015, the Council commenced the process of identifying possible cuts to services by undertaking the 'Gwynedd Challenge' public

consultation throughout the authority. Following the Cabinet's decision (16 February 2016), on 3 March 2016 the Full Council resolved to support **a cut of 25% (£65,000) to the budget to purchase books from April 2016 onwards.**

4.2 The Full Council resolved that the Library Service should not face any cuts above and beyond the efficiency savings target for its budget. As the Council's financial strategy notes, the service is expected to have an efficiency scheme to secure savings of £101,370 by reviewing the libraries provision in the county. Those who responded to the Gwynedd Challenge consultation confirmed that they were willing to see a change to the libraries provision but they did not wish to see the authority going any further. It was noted that the Service should consider, when developing a strategy and its delivery model, how difficult it is for rural areas to find volunteers and also consider the impact on the different age groups as identified in the equality assessment.

4.3 The responses to Gwynedd Challenge also showed the public's support to protecting the mobile service.

5. Reviewing the “More than Books” Strategy

5.1 Following the decisions of Gwynedd Challenge and to respond to the consultations and the equality impact assessment the Service has amended and adapted the strategy.

5.2 The strategy outlines a **vision** for the Library Service which is to ‘Improve the quality of life for Gwynedd’s residents by delivering a comprehensive and effective library service’

5.3 The Strategy **aims** to

- Promote reading and access to printed and digital material for educational, leisure, health and well-being purposes
- Provide and refer residents to information and reading resources of the highest quality
- Promote the use of the service’s resources and libraries as multifunctional community centres

5.4 The Strategy also prioritises **four key service areas**, which are:-

- Promoting reading
- Access to information
- promoting Health and well-being
- developing digital skills

5.5 In order to achieve this strategy within the available budget the strategy recommends categorizing the type of provision / library that should be provided across the county.

5.6 This Strategy recommends provision / library categorise that build upon best practice identified by the Welsh Government in other parts of the country and which have been adapted to the rural context of Gwynedd.

5.7 The categories recommended by the “more Than Books” strategy has taken consideration of the following :

- Population and demographic patterns
- Pattern of use by the libraries' existing members
- Distance from a library (especially the need for the authority to ensure that 70% of homes aware within 3 miles, or within 15 minutes on Public Transport, to a Library building, or within a quarter of a mile to a mobile library stop)
- Performance trends e.g. number of visits and borrowing per hour.
- Equality considerations e.g. 0-14 and 65+ age groups / Language
- Deprivation and access to public Transport

5.8 The Strategy therefore recommends that the library provision in the county, based on these categorise should include :-

- A. **Area Libraries**
- B. **Authority led Community Managed Library**
- C. **Mobile Services**
- D. **Community Link / Access Point**

5.9 By using current performance statistics of the existing libraries (See appendix 1) and placing them against the definitions of categories, the Strategy proposes that the Library provision should include nine Area Library; four Authority led Community Library and Mobile Services as the most comprehensive and efficient way to deliver a Library Service within the available budget.

5.10 See appendix 2 for a description of each category.

5.11 The suggested definitions for each category mean, if adopted, then **changes will occur across the existing network** of libraries. It will mean rationalizing and reducing opening hours among the area libraries, rationalization hours and change in Building management arrangements with community libraries, and modifying the locations and duration of the Community Mobile Service.

5.12 Using this categorisation also identifies locations in which the Library Service cannot continue to maintain the provision as it currently is. We propose that the existing provision of providing a library service from a building comes to an end in four communities, but due to the likely social impact of this, a 'Community Link / Access Point' category is proposed in order to mitigate the impact on the community

and in order to maintain access to the service for the residents of that community via alternative methods.

5.13 See appendix 3 for a copy of the “More Than Books” Strategy, which will be reviewed following the next steps (outlined below).

6. Next Steps.

6.1 The Service is now planning to discuss its Strategy, as it now is, with the relevant communities. These discussions will focus on the eight communities for which we are recommending changing the status quo. This step of the process will be a way of updating the communities and gathering their initial feedback to our recommendations and provide an opportunity for communities to present suggestions for us to scope.

6.2 These discussions have been planned to include the local member, relevant community / town council, and then entering into discussions with partners as and when necessary.

6.3 Following these initial discussions, the Cabinet Member will recommend the “More than Books” Strategy to the Cabinet for a final decision in September 2016.

7. Conclusions

7.1 The Scrutiny Committee Members are asked to consider the process followed to develop the strategy and the reasoning behind what is being proposed within the strategy.

Appendix 1 **2014/15 Data on Gwynedd Library Usage**

Library	Population	Annual	Annual	Computer
	Catchment	Visits	Borrowing	Sessions
Community Link / Access Point				
Harlech	2061	2624	6345	656
Penrhyndeudraeth	1618	3484	6890	717
Deiniolen	2456	2522	4084	565
Llanberis	1848	6266	10,096	359
Community Library				
Criccieth	2781	8918	15,222	776
Nefyn	2870	5902	11,117	1304
Bethesda	4019	7150	12,715	2895
Penygroes	5489	12922	19,217	4438
Area Library				
Barmouth	3556	20852	30,712	4658
Bala	3453	19,630	23,844	2351
Tywyn	4226	24258	31,911	9379
Blaenau Ffestiniog	4516	24284	28,808	7591
Dolgellau	3802	24,284	39,381	10517
Porthmadog	5525	20806	38,757	5534
Pwllheli	8805	26104	45,017	7223
Caernarfon	22687	77766	119,277	30708
Bangor	23056	82264	100,798	27843

Appendix 2

Category :	Description		
<p>Area Library</p>	<ul style="list-style-type: none"> • Serve a population of over 5,000 within a 3 mile catchment or fifteen minutes of travel by public transport • The library is located in the main shopping area within the catchment • Opening hours - at least 20 hours to at least 40 hours in the larger centres • Floor area - at least 150m² for a library that serves a population of less than 20,000 and at least 300m² for a library that serves over 20,000 • At least 10,000 items of stock in a wide variety of formats, with between 10,000 and 15,000 items of stock in the larger libraries. • Link to e-government and e-learning and provision of specialist collections, e.g. - Local History, Health and Welfare, sets of books for Reading Groups, • At least 8 computers available to the public with at least 16 computers in the larger libraries • Free Wi-Fi service and space to use personal lap-tops and tablets • Self Service points • Activity space within the Children’s Section, or access to the appropriate space • Space, or access to a space, for holding Community and artistic events • Continuous consideration to co-locating with other similar services or partner 	<p>More than 20,000 annual visits</p> <p>More than 25,000 items borrowed annually</p> <p>More than 5,000 computer sessions</p> <p>Cost per head (library user) less than £2.00 on average</p>	<p>Bangor Caernarfon</p> <p>Porthmadog, Pwllheli</p> <p>Bala Barmouth Blaenau, Dolgellau, Tywyn</p>

<p>- Children and Young People</p>	<ul style="list-style-type: none"> • Monthly visits. • One Children and Young People Mobile Vehicle (Lori Ni) for the whole authority • Every primary school will be visited by the mobile Vehicle for borrowing books and all secondary schools will be provided with the young people's information service. • Duration of visit in each school is based on pupil numbers 		
<p>Community Link / Access Point</p>	<ul style="list-style-type: none"> • Serve a population between 1000 - 2000 people within a mile's walking distance • Provide a click and collect service with a partner and / or local Community • Self-service as the main element of the provision supported with a partner / local community and where this is feasible • Arrange alternative access to the service by the authority through monthly mobile service; service to the home; and the children's mobile Service • Computers with access to the internet available to the public through another agency, and supported by the authority 	<p>The following Standard as a basis for changing the current provision :-</p> <p>Less than 10,000 annual visits</p> <p>Less than 10,000 items borrowed annually</p> <p>Less than 1,000 computer sessions</p> <p>Cost per head (library user) more than £3.00 on average</p>	<p>Deiniolen , Llanberis</p> <p>Penrhyndeudraeth, Harlech</p>

Appendix 3

More than Books:

Library and Information Service Strategy:

2017- 2020

DRAFT

Cyngor Gwynedd Council

1. Introduction

Gwynedd Council has been reviewing its Library Service across the county during 2013-14. This Review has brought together the views of users, councillors, staff and partners. The review came to the conclusion that it would be unsustainable to continue with the service in its current form; and that the Service requires a clear direction in planning for the future and responding to the challenges of digital developments and budgetary restrictions.

Following the review a consultation document called “More Than Books” outlined a strategy including a vision, aims and priorities for the Gwynedd Library Service for the future. The public consultation was conducted during Spring / Summer 2015 in order to measure the impact of any possible changes; and to offer local people an opportunity to share their opinions with us before any final decisions are made.

The public consultation took place during a period when the Council faced extreme financial challenges. Gwynedd Council, like all other councils in Wales, faces huge cuts in the funding that it receives from the government to pay for local services. This means that there will be far less funding available to pay for local services in future years.

The combination of huge cuts in budgets and a substantial increase in demand for public services means that Gwynedd Council faces a shortfall in its finances which increases each year. This means that Gwynedd Council must find new and creative approaches towards the delivery of local services as the funding decreases.

2. What does the Library Service do?

Providing a ‘comprehensive and efficient library service’ that encourages both adults and children to make full use of the library services is a statutory requirement under the Public Libraries and Museums Act 1964.

Public libraries have evolved considerably over the past half century. By now Public Libraries offer a wide range of services, such as:-

- Loan of books and e-books
- Loan of DVDs and Computer Games
- Loan of Talking Books CDs and online Talking Books
- Use of newspapers and magazines, including online access
- Use of computers and free access to the internet and e-mail
- Use of office software, scanning and printing facilities
- Free Wi-Fi access to use your own devices
- Online access to high quality information resources
- Information Technology induction sessions and informal support
- Assistance for people seeking information, including job-seekers
- Events and activities
- Story-telling, singing and rhyme singing sessions

- Health and well-being reading groups
- Author visits and literary lectures
- Summer Reading Challenge for primary-age children
- Community rooms available for use
- Access to academic research papers
- 'Drop-in Introduction' to lifelong learning resources

During 2014-15

- Gwynedd libraries received over 375,000 visits,
- over 630,000 items were borrowed
- over 115,000 sessions on the public computers,
- over 12,500 sessions on Digital Gwynedd WiFi were provided.

In our most recent user questionnaire in 2013, 95% of adults were of the opinion that the services were good or very good, and 92% of children stated that their library was 'good'

Gwynedd's Library provision currently includes 17 libraries and 4 mobile libraries - including a Home Library service and a mobile library for children and schools. .

Static Libraries.

The Library Service has 17 static libraries as part of its network. The libraries that open for more than 20 hours per week are considered as the main libraries, which are located in Barmouth, Bala, Bangor, Blaenau Ffestiniog, Caernarfon, Dolgellau, Porthmadog, Pwllheli and Tywyn.

In addition to the main libraries, the Service has 8 libraries that open for fewer than 20 hours per week, located in Bethesda, Cricieth, Deiniolen, Harlech, Llanberis, Nefyn, Penygroes and Penrhyndeudraeth.

Mobile Libraries

The four Mobile Library vehicles contain approximately 2,000 Welsh and English items, including novels and factual titles for adults; children and young people's books; books for babies and nursery-age children; talking books and large print books. Stock is changed regularly and the purchase of new titles is scheduled throughout the year in order to give as much variety as possible and a wide range of titles to choose from.

Users of the Mobile Libraries are given access to the wide choice within the Library Service by means of the free requests system, whereby library staff can get hold of a copy of a book, talking book, DVD etc., upon request, from one of the other libraries, and deliver it to the reader on the mobile library's next visit. Library staff can also deal with enquiries for general information (even if it means contacting the user by phone later). Every vehicle has lift access for disabled users.

There are currently approximately 150 Mobile Library stops, with one visit per month.

The latest mobile library timetable is available on the Library Service's website

<https://www.gwynedd.gov.uk/cy/Trigolion/Llyfrgelloedd-ac-archifau/Llyfrgell-deithiol-a-gwasanaeth-ir-cartref.aspx>

Home Library

We offer a library service to people's homes, in cases where a person: suffers from mobility problems; cannot carry items; suffers from a long term illness; lives far away from a library service point (static or mobile); is a full-time carer. Members receive a monthly visit, providing them with a supply of items in accordance with their agreed user profile. A special service has been arranged through the RNIB and local Blind Association for users with significant visual impairments.

The home library service is provided to approximately 300 people each year.

Mobile Library for School Children

The Mobile Library - Lori Ni – visits each school at least twice a year, giving each child an opportunity to borrow primarily leisure reading resources. Items are selected for 3-11 year old pupils, and are chosen in consultation with children, supporting their literacy and enjoyment of reading.

A wide range of special materials are offered - Group Reading packs; Author Boxes; Audio Visual Materials; Story Sacks, Helping Hand Books which are a collection of story books for children which deal with special circumstances such as behaviour or emotional issues, e.g. loneliness, worry, and also personal and family matters e.g. grief and bereavement, fostering, separation etc.

Each of the 97 primary schools in Gwynedd receives a visit each term.

3. How does the Library Service in Gwynedd perform currently?

3.1 Meeting Customer Needs

The performance of libraries is assessed annually against the Welsh Public Library Standards. This assessment partly assesses whether a local authority meets the needs of its customers as defined by the standards.

The Welsh Government in its 2012/13 assessment of Gwynedd Council's Library Service, stated that the low staffing levels, compared to that of the Welsh average, might impact upon the authority's ability to provide a comprehensive service. Following this assessment Gwynedd Council undertook a full review of its Library Service.

The Review was completed during 2012-14 and identified the following:

- Gwynedd Libraries were performing better than the national average
- User satisfaction levels with the service were high;
- Awareness of the book loan and reading service was high, but awareness of the online services was generally low;
- The number of visits to Gwynedd's libraries was lower than the national average;
- The staffing level of the service was the lowest in Gwynedd, and was a threat to the sustainability of the service;

The main findings of the review were that it would be unsustainable to continue with the service in its current form; and that there is a need for a clear direction for the Service in planning for the future and responding to the challenges of digital developments and budgetary restrictions.

The latest assessment for the 2014-15 period continues to note that "Continued problems of low staffing levels are stated. In comparison to previous years' strong performance, this year's performance indicates that the Service is in a fragile state".

Further information on the Standards Framework is available on CyMAL's website:

<http://cymru.gov.uk/topics/cultureandsport/museumsarchiveslibraries/cymal/libraries/wpls/libraries-making-a-difference/?lang=cy>

3.2 The Library Service Budget.

As stated in the introduction local authorities are in a challenging financial period. Whilst developing and planning the Library Service for the future, the strategy will need to be achieved within the budget available.

Over the last few years the Library Service has reviewed its arrangements and the following financial savings have been realised:-

2011-12	Rationalisation of Cleaning Costs and Audio-visual material	£15,000
2012-13	Review of the Mobile Library Service	£32,000
2013-14	Restructuring of the Service's Management Team	£33,000
2014-15	Late Notices Arrangements	£4,000
2014-15	Emphasis on paperback book and e-book purchases	£11,000
2015-16	North Wales Libraries Computer System	£20,000
2015-16	Regional Collaboration Arrangements for the Bibliographic Unit	£10,000

The Library Service continues to face financial constraints and it is expected for the Service to achieve efficiency savings of £103,000 by March 2018.

The Library Service will also see a cut of 25% (£65,000) to its budget for buying stock and resources during 2016-17.

This Strategy will respond to this financial context, and will design and deliver a Service within the resources available.

4. Gwynedd Library Service for the future.

4.1 The vision for the future – “Gwynedd’s Libraries – More than Books”

The Service’s vision is to ‘Improve the quality of life for Gwynedd’s residents by delivering a comprehensive and effective library service’. The core aims are to

5. Promote reading and access to printed and digital material for educational, leisure, health and well-being purposes
6. Provide and refer residents to information and reading resources of the highest quality
7. Promote the use of the service’s resources and libraries as multifunctional community centres

This vision will focus on 4 key service areas:-

Developing Digital Skills

Libraries have a role in supporting people to develop digital skills; to support them in accessing online information and services, including the virtual library service. Libraries have a role in promoting digital inclusion for Gwynedd’s residents. The digital offering will include:

- 24/7 access to library services to manage an account, retain and renew items remotely, and to search through an online catalogue;
- the ability for users to join online and make contact online / by e-mail / facebook / twitter
- Provide free internet access
- Develop the use of, and access to mobile technology (tablets, laptops);
- Provide activities and campaigns to develop digital skills and inclusion among residents (e.g. Taster courses; basic IT sessions)

Access to Information

Libraries have a role in supporting people to gain access to online information and services in the fields that are essential to life, such as careers, jobs, health, financial and benefits information. Assisting people in using information is central to the offering, through:

- Assisting people to gain access to online information and services
- Advising people on finding information;

- Acting as an 'Information Portal' bringing public and government information within the reach of local residents;

Promoting Health and Well-being

Libraries have a central role in supporting people to live healthily and to promote the well-being of individuals. This offering will include:

- Books on Prescription for Adults and Families
- Home Library Service for vulnerable people
- Supported online access and public health promotion activities
- Macmillan Information Scheme and Health and Well-being Advice (including Cancer and Long-term Illness)

Promoting Reading

Libraries have a duty to ensure free access to reading material and to promote reading among children, young people and adults. This offering will include:-

- Offering free books (printed and digital) and reading material
- Offering a community space to discuss and read books
- Providing access to online books and magazines
- Providing services to target audiences such as children and their families, blind and partially sighted people.

4.2 How will we deliver the Library Service to achieve this vision and aims?

Public opinion was gathered from the "More Than Books" consultation, in order to measure the impact of any potential change; together with providing an opportunity for local people to share their views and ideas with us before any final decisions are determined. An initial Equalities Impact Assessment has been reviewed following the consultation and this feedback will contribute to the final impact assessment before making a decision.

The Library Service has categorized the type of provision / library that the authority would recommend as the best way of meeting the needs of residents and users of the service, and to meet the statutory expectations. The categories have also taken account of the following:

- Population and demographic patterns
- Usage pattern of the current members and distance from libraries.
- Performance trends e.g. number of visits, borrowing per hour.

- Equalities Considerations e.g. age groups 0-14 and those over 65 / Language
- Deprivation and access to public transport.

The categories have been compiled from good practice, and have considered recommendations from the Welsh Government in their latest report on the future of public library services in Wales 'Scoping a New Public Library Service for Wales'

This strategy recommends moving to a pattern of provision that is based on:

A. Area Library - population over 5,000 within a 3 mile catchment or within a quarter of an hour public transport journey.

B. Authority-led Community Library - population between 2,000 – 5,000 within a 3 mile catchment or within a quarter of an hour public transport journey.

C. Mobile Services - to communities serving less than 1000 population; to the home for disabled users and their carers, and to every school.

D. Community Link or Access Point. – Population between 1000-2000, within a 3 mile catchment (not overlapping with any other library provision).

Using clear criteria for the categories this strategy recommends establishing nine Catchment Libraries in Bangor, Caernarfon, Porthmadog, Pwllheli, Dolgellau, Blaenau Ffestiniog, Tywyn, Barmouth and Bala, four Community Libraries in Bethesda, Penygroes, Nefyn Criccieth and maintaining the Mobile Services as the most comprehensive and efficient way to provide a Library Service in Gwynedd within the budget available.

This strategy would lead to implementing changes across the library network. We would rationalize and reduce opening hours within the catchment libraries, rationalise opening hours across the community libraries, and review the locations of Mobile Service.

Using this categorisation also identifies locations in which the Library Service cannot continue to maintain the provision as it currently is. We propose that the existing provision of providing a library service from a building comes to an end in four communities, but due to the likely social impact of this, a 'Community Link / Access Point' category is proposed in order to mitigate the impact on the community and in order to maintain access to the service for the residents of that community via alternative methods.

This strategy would ensure a core library service that has the capacity to respond to the challenges of the digital age. The authority has a statutory duty to promote the public library service – this strategy intends to implement a marketing plan to promote its libraries and what they have available and also undertake specific marketing initiatives to increase membership and use.

DRAFT

ACTION PLAN FROM THE SCRUTINY COMMITTEE – (Updated 09.05.16)

A. PREVENTATIVE WORK

1. Changes in the Welfare System	Update
<p>Findings – There is a need to enable people to avoid becoming homeless in light of changes to the Welfare System.</p>	<p>Raising awareness is a continuous challenge. The `Universal Credit 'is not fully rolled out in Gwynedd to date. We are looking at working in partnership with the Housing Associations to raise awareness of the service provided by credit union as a secure method of paying rent.</p> <p>Item to be placed on the Housing Partnership agenda 22:06:16 to discuss and identify potential measures.</p>
<p>Evidence –</p> <p>Information about the challenge of welfare changes, bedroom tax, a likely reduction in Direct Housing Payments and the move to Universal Credit. Evidence from the Bevan Foundation Report “Summer Budget 2015: What it means for Wales (July 2015)” summarising:-</p> <ul style="list-style-type: none"> • The shortage of affordable housing is likely to be exacerbated as the link between benefits and housing costs is broken. • There could be significant issues for young unemployed people who lose their entitlement to help with housing costs. • How people and markets respond to the changes remains to be seen 	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Senior Housing Manager leads on:-</p> <ol style="list-style-type: none"> a. Ensuring publicity to the likely impact of the changes and available support. b. Encouraging use of the Universal Credit System to protect rent payments 	
2. Mediation Services	Update
<p>Findings –</p> <p>There is a real need to improve access to mediation services in order to promote preventative work to address matters that could soon lead to homelessness.</p>	<ul style="list-style-type: none"> • Mapping of services re: access to mediation services has taken place. • Gisda and Y Bont can provide a service (Spot Purchase). A
<p>Evidence – Evidence from agencies and users that they find it difficult to get access to mediation services.</p>	

<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Preventative Services Group and the Young People Accommodation Group map the services / referral process for service with a view to drawing up proposals to improve the provision.</p>	<p>mediation package will cost on average between £700- £900.</p> <ul style="list-style-type: none"> • Diagartref (Anglesey) has received confirmation from the Welsh Government that they can provide a Nighstop service in Gwynedd which can also offer mediation. Gwynedd Council staff will receive an introduction to the service at their meeting next team which is on 17/05/16.
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B. ACCESS TO THE SYSTEM

3. Housing Service Structure	Update
<p>Findings –</p> <p>There is a need to research the Structures of Housing Departments in other Authorities e.g. Housing Options Team / Homelessness all in one team providing housing options</p>	<ul style="list-style-type: none"> • The unit has received information from Conwy and Anglesey Council. • Conwy Council provides service as noted in Appendix A. • Anglesey Council is currently working on changing the way they work and are looking at 'bands'. • The two councils have a Homelessness and Housing Options Team as one team. • This already exists in Gwynedd and we have
<p>Evidence –</p> <p>Observations were received about the structures of other authorities and the possibility of having one team providing options in order to make the service simpler and more cohesive for users.</p> <p>** Note - Gwynedd was one of the first councils to establish an Options Team</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Strategic Housing Unit collects information about the structures of other Councils with a view to drawing up proposals to rationalise and simplify.</p>	

	prepared documents for our partners so that they understand the procedure. See Appendix B.
4. Council Forms and Documents	Update
<p>Findings –</p> <p>There is a need to simplify forms in the field and look at the arrangements to complete them, bearing in mind the vulnerable circumstances of some people who complete them.</p>	<ul style="list-style-type: none"> • Housing Options team has updated the form which is now more user friendly with instructions on the side to help individuals complete the form.
<p>Evidence –</p> <p>Housing Options Team (HOT) forms are difficult for users who are homeless or in a supported accommodation organisation to complete. Users do not always have the relevant evidence documents, and as a result, the application is incomplete and the applicant is not placed on the waiting list.</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Housing Options Team re-examine their forms and simplify them</p>	
5. Establishing a Single Referral Point	Update
<p>Findings –</p> <p>There is a need to establish a comprehensive approach as people seek access to the system.</p>	<ul style="list-style-type: none"> • We visited Conwy and Denbighshire Council. Gwynedd would need between £60k and £100k to establish similar structures and there is no money or justification to spend in the current climate. • A referral form has been developed in partnership with the Gwynedd providers and is being translated at the moment.
<p>Evidence –</p> <p>Users' observations about having to complete more than one referral interview with different teams and partners and provide the same information twice. A clear impression by the Investigation that, although the different service elements were working well, there is scope to increase the feeling of "one service for the users' benefit"</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Strategic Housing Unit, the Gwynedd Homelessness Forum</p>	

<p>and the Supporting People Unit collect information about other authorities' arrangements to look for good practices in terms of establishing a single Referral Point for services.</p>	<ul style="list-style-type: none"> • The referral form was sent to the Homeless Forum for comments - providers are happy with the draft form. • The form will be used under a pilot scheme to begin with as we may need to change / adapt. • We will need to develop an Information Sharing Protocol as part of the referral form.
<p>6. Customer Care at the Offices Update</p>	
<p>Findings –</p> <p>There is a need to improve provision for individuals who present themselves to the Homelessness Team at the Penrallt Office in Caernarfon</p>	<ul style="list-style-type: none"> • An assessment against the 'Equal Ground' (Shelter) document has taken place. Working group has been established and a meeting has been scheduled with Shelter in June. • The issue in the Arfon Office has been addressed. It now provides a safe and private place for staff to hold meetings with individuals. • Unfortunately the Structure of the Housing Options Team does not allow staff to meet with the candidates. But in exempt situations e.g. if a disability has been identified, they staff will meet with the individual.
<p>Evidence –</p> <p>Comparison with the Shelter 'Equal Ground Standard' document in terms of customer experience at the Penrallt Office in Caernarfon There are deficiencies particularly with the interview provision in terms of privacy and confidentiality</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Senior Housing Manager leads work to:-</p> <ol style="list-style-type: none"> a. improves the property used by the Homelessness Team at the Penrallt Office to interview individuals. b. ensure a face-to-face interview with the Housing Options Team as well as the existing telephone arrangement 	

SUPPLY

7. Information about available properties		Update
<p>Findings –</p> <p>There is a need to improve the information available in order to refer people to suitable properties.</p>		<ul style="list-style-type: none"> • Private Sector Development Officer in post since November 2015 and has contacted the private landlords. • Computer is available in the safe room and work is on-going to try and located computers in the other meeting rooms.
<p>Evidence –</p> <p>Confirmation through interviews that there is no up-to-date list of available private properties at hand for the Homelessness Team.</p>		
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Senior Housing Manager leads on:-</p> <ol style="list-style-type: none"> a. establishing a database of available private and public properties that could be referred to immediately or at least an up-to-date list of properties that could be available by private and public landlords in order to question them further. b. having access to a computer in the interview room in order to look at it immediately with the applicant. 		
8. Developing the Private Sector		Update
<p>Findings –</p> <p>There is a need to develop the private sector and have affordable rents.</p>		<ul style="list-style-type: none"> • Officer has been appointed to liaise with the private sector. Work continues on developing the packages that can be offered to the landlords. • A meeting will be arranged with the landlord to discuss Rent Smart Wales.
<p>Evidence -</p> <ul style="list-style-type: none"> • Private sector rents are higher than the Local Housing Allowance. • Service users having difficulty obtaining a deposit and / or paying the difference in rent from their benefits 		

<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Homelessness and Supply and Enforcement Teams:-</p> <ol style="list-style-type: none"> re-start meetings with private landlords develop a Gold / Silver / Bronze Scheme for landlords to receive tenants 	
<p>9. Improving the range of properties</p>	<p>Update</p>
<p>Findings –</p> <p>There is a need to improve the range of available properties to meet the need.</p>	<ul style="list-style-type: none"> • Very difficult to gain property in Bangor as landlords will receive around £ 110 per week for one bedroom from students. We continue to hold discussions in order to obtain suitable properties. • We are in discussion with CCG regarding the provision of property and considering moving to leasing in order to get more control. We are also exploring the potential of increasing the number of properties that have fallen since transferring the stock. • Housing Solutions Team work in partnership with the Empty Homes team to bring stock back into use in Gwynedd. • Housing Options Team work in partnership with the Housing Associations to reduce the number of properties that are hard to let. Most of the hard to
<p>Evidence –</p> <p>Confirmation from interviews about properties that are difficult to let in some areas and where there is an insufficient provision of properties in other areas.</p> <p>Particular attention was given to the high number of vacant properties under the control of Gwynedd Community Homes</p> <p>Evidence presented to the Gwynedd Council Planning Committee by Councillor Lesley Day on what seems to be over-provision of accommodation targeting students in the Bangor area when measured against the need, in an area where there is a “sleeping out” problem.</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Housing Service:-</p> <ol style="list-style-type: none"> encourage landlords to adapt properties that are difficult to let in order to make them more suitable for the need and make use of available properties (e.g. student properties in Bangor). the Department should hold early discussions with Gwynedd Community Homes to address the reasons for the number and to co-operate on seeking creative solutions to that problem continue to target the work of the Empty Homes Team to meet the needs of homeless cohorts. 	

	let properties are the over 55+ schemes or 3 bedroom houses in a rural area.
10. Provision for 25+ year old people	Update
Findings – There is a lack of accommodation provision for single 25+ year old men	<ul style="list-style-type: none"> • On-going - see point 5 above. • Discussions are taking place with Housing Associations to develop stock in line with the identified needs.
Evidence – Users noting that there is insufficient provision if you are a single man and 25+. Does not appear to be a priority for social housing.	
Recommendation to the Cabinet Member – It is recommended that the Homelessness and Housing Options Teams collaborate with the Private Sector to try to increase the supply for single 25+ year old men.	

CH. TEMPORARY PROVISION

11. Emergency Accommodation for young people	Update
Findings – There is a need to investigate short term emergency placements e.g. by looking at the stock of Cartrefi Cymunedol Gwynedd and the possibility of establishing a 'Night Stop / Crash Pad' scheme in Gwynedd.	<ul style="list-style-type: none"> • Discussions have taken place with Digartref (Ynys Mon) to operate their Nighstop scheme in Gwynedd. An application was submitted to Welsh Government for consideration on using the S180 money they currently receive. • The application has been approved by Welsh Government and work is about to start between Gwynedd Council and Digartref (Ynys Mon)
Evidence – There is a lack of provision for emergency temporary accommodation, especially for young people	
Recommendation to the Cabinet Member – It is recommended:- a) that the Preventative Services Group and the Young People Accommodation Group investigate the possibility of extending the 'Night Stop / Crash Pad' provision in the	

county. b) that the Housing Service holds a specific discussion with Cartrefi Cymunedol Gwynedd regarding use of their stock for homelessness purposes.	
12. Storage for Personal Belongings	Update
Findings – An investigation should be conducted into establishing a temporary storage for personal belongings.	<ul style="list-style-type: none"> The team have been monitoring the demand for this service and currently there is no evidence that they provision is needed. If Gwynedd Council have a duty towards an individual under the Homeless Act then arrangements are in place to store the property of individuals.
Evidence – Observations from users and employees in the field about a lack of storage provision while individuals are between placements and no budget to pay directly.	
Recommendation to the Cabinet Member – It is recommended that the Homelessness Team investigates the possibility by creating a business case to attract a further budget to fund such provision and the possibility of using the Council's own resources to store.	

HOSTELS

13. The Council's Provision of Hostels	Update
Findings – There is a question about the existing location of the Council's hostel in Corris but there is a need to look at the facilities at both Council hostels and a need to invest and modernise	<ul style="list-style-type: none"> A Review is in the pipeline to explore the hostels sustainability - focused on Corris first.
Evidence – Following visits, there is a need to improve the facilities. The Corris site does present a problem with accessibility but the main problem on both sites is the facilities. There is also an issue at the Corris site with access to the building for elderly and disabled users	
Recommendation to the Cabinet Member –	

It is recommended that the Senior Housing Manager and the Homelessness Team seek resources to address the accessibility and facilities issues that could, in the case of Corris, lead to looking for another location	
14. Hostel Fees	Update
<p>Findings –</p> <p>Research on inconsistencies in the fees of hostel services is required</p>	<p>Rent cost and Service Charges have been received by:-:</p>
<p>Evidence –</p> <p>Each hostel (Council and its partners) has a different rent amount and service charge. There is a real problem of affordability for those on benefits (Appendix 8 shows the levels of benefit it is possible to pay)</p>	<ul style="list-style-type: none"> • St Mary's - NWAHA • Pendinas - NWAHA • Plas Llwyd - NWAHA • South Gwynedd refugee – Gorwel
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Supporting People and Homeless Teams explore different rents set by the organisations / the Council</p>	<p>We are waiting for information from :</p> <ul style="list-style-type: none"> • Council's Hostels - Rhianfa and Noddfa • Bangor Womens Aid and • GISDA <p>Waiting on the evidence before an evaluation can be completed.</p>
15. Hostels of the Council and Local Communities	Update
<p>Findings –</p> <p>Local Members need to familiarise themselves with the hostels in their areas</p>	<ul style="list-style-type: none"> • An invitation has been extended to the local Councillors and remains open for them to visit the hostels.
<p>Evidence – During visits to Council hostels, it was noted that some local councillors had not visited the establishments.</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Senior Housing Manager makes arrangements for local councillors to visit the establishments.</p>	

16. Hwb' Provision	Update
<p>Findings –</p> <p>There is a need to investigate the possibility of developing a provision such as the Hwb / Hafod (Denbigh) in Gwynedd</p>	<ul style="list-style-type: none"> • Project Brief has been developed and sent to the Housing Agencies • Grwp Cynefin has expressed an interest in working together on the project • Financial model report was submitted for consideration to the cabinet and it was approved. Please note: this list was not prioritised and therefore no confirmation received on where the Hwb/Hafod project was on the list. <p>Gwynedd Council youth service is looking at its site in Caernarfon and exploring the possibility of submitted an application for funding to change the building. There will be no accommodation/Support units and on-site.</p>
<p>Evidence –</p> <p>Members of the Investigation have seen the innovative development of Hwb and Hafod in Denbigh.</p>	
<p>Recommendation to the Cabinet Member –</p> <p>It is recommended that the Preventative Services Group and the Young People Accommodation Service, jointly with Economy, discuss whether or not it is possible to develop a business case to establish such provision with a Registered Social Landlord as a partner.</p>	

Appendix A

Cartrefi Conwy

1. Stock transfer 8 years ago
2. 3,200 applications when the team was established and within 8 months of sorting the list is now down to 820 applicants.
3. 12 months ago the Homeless Department/Tenancy Support Team/Allocations& private sector leasing scheme/Homefinder came together – the team that administers the housing list.
4. Access to service via visits or contact phone number 0300
5. 3 members of staff who deal with calls and visits regarding Homefinder (the register)
6. we do not send application forms but complete the form on the phone with the applicant or complete the form during a visit- we do not print forms- the process takes around 20 minutes per application
7. During the 20 minutes we are able to assess the need for housing and if they are eligible to be included on the register
8. If not eligible advice and information regarding other possible options- private sector/ enforcement if the property is in a poor condition etc.
9. Information is requested from the applicant in band 1 only at this stage which includes the client noted below. The officers from the homeless team will conduct the enquires by contacting DWP
 - a) Some move on the supported housing
 - b) Some require a smaller property due to bedroom tax changes
 - c) Some with serious health issues (Letter from GP) – exploring the possibility of employing an Occupational Therapist
 - d) Those who are victims of domestic abuse (no local connection recruitment required for the client group)

10. They do not ask for any supporting documents during the assessment period by those identified in Band 2/3 and 4 and would go on the register straight away – the supporting documents would be collected by the Housing Association before the individuals was offered the specific accommodation.
11. They meet with the Housing Associations every fortnight to discuss cases that need to be reviewed – meetings work very well in regards to partnership working.

Private Sector Scheme - 3 Officers in the team

12. 2 x Officer manage 80 Private Sector leasing Scheme properties for individuals who are Homeless (lease Agreement) – agreement is with the landlord that the team provide the support for the individuals.
13. 1 x Officer manages the Bed and breakfast scheme – i.e. supports them to move on to more suitable temporary accommodation.
14. They have 25 units at present (Social Lettings Scheme) with the intention to increase to 50 in the next year. Scheme which is very similar to a Lettings Agency. Management Agreement is in place and Cartrefi Conwy charge a % fee on the rental income/collect the rent and manages the property.
15. Exploring the possibility of moving to the Open Housing system in the near future.

Appendix B

Contact Arrangements:-

- 1. New application for a property or an application to transfer to another property:** -to apply for a property or transfer you must contact the Housing Options Team 01286 685100 OpsiyndauTai@gwynedd.gov.uk . The team will send out an information pack to the individual /s and provides advice and information about their housing options in Gwynedd.
- 2. Housing Associations:** - If already in a property and the tenant is at risk of losing their property for whatever reason – you will need to complete a reasonable steps form in accordance with the Comprehensive Agreement in place and send it to: - tai@gwynedd.gov.uk. The Housing Solutions team (Homeless) and the Housing Association will work in partnership to try and prevent the person from becoming homeless.
- 3. People threatened with homelessness:** - individuals who are in danger of losing their property. i.e has been warned by the landlord to vacate the property (Social or Private Property). opsiyndautai@gwynedd.gov.uk
- 4. Accommodation and Support:** -If the service user is in supported Accommodation and at risk of becoming homeless, then the reasonable steps form must be completed in accordance with the protocol and sent to tai@gwynedd.gov.uk . The Housing Solutions team (homelessness) and the Supported Housing provider will work in partnership to try and prevent the person from becoming homeless.
- 5. Homeless and presents to agencies / associations:** -if someone is homeless (ie not in Social/Private or Supported Housing Accommodation you should contact the Housing Solutions team (Homeless) on 01766 771000 and ask for the relevant area office to arrange a meeting for the individual / s. The individuals will need to contact the Housing options team to register for a property (detail stated above).

6. **Homelessness and presents to the Council:** -if an individual/s present to the Council Offices (Bangor / Caernarfon / Dolgellau or Pwllheli) the Housing Solutions Officers (Homelessness) will deal with the individual/s.

Deddf Tai (Cymru) 2014 / Housing (Wales) Act 2014

S62	<ul style="list-style-type: none"> • Yr dyletswydd i asesu / The duty to assess
S66	<ul style="list-style-type: none"> • Y dyletswydd i atal digartrefedd / The duty to help to prevent homelessness
S73	<ul style="list-style-type: none"> • Y dyletswydd i helpu i gael llety diogel / The duty to help secure accommodation
S68	<ul style="list-style-type: none"> • Y dyletswydd i ddarparu llety dros dro (argyfwng) / The duty to provide interm (emergency) accommodation
S75	<ul style="list-style-type: none"> • Y dyletswydd i sicrhau llety – y dyletswydd `terfynol' / The duty to secure accommodation – the `final' duty.

MEETING	COMMUNITIES SCRUTINY COMMITTEE
DATE	19 MAY, 2016
SUBJECT	Section 106 Agreements
PURPOSE	To submit the observations and recommendations of a sub-group
AUTHOR	Arwel E Jones, Senior Manager, Corporate Support

CEFNDIR

1. At the meeting of this scrutiny committee on 17th November, 2015, an initial report was received by the Cabinet Member and Head of Regulatory Services on Section 106 Agreements. This was largely in response to concerns amongst some members that there were fundamental problems about the usability and effectiveness of the agreements being made.
2. The committee decided to “postpone a decision for the time being and that a small Group of councillors and officers should meet with one or two external experts to look at other possible options of the Council’s use of Section 106 Agreements in the future.
3. Councillors Angela Russell, Caerwyn Roberts and Stephen Churchman were nominated to sit on the sub-group that met on two occasions. At the first meeting, the use of such agreements over recent years was reviewed in addition to how that has changed since the early days. At that meeting, the sub-group met with two external experts in the field of mortgages who could offer information and observations based on their grass roots experience of working with individuals and families facing the difficulty of securing a mortgage and entering the housing market. It should be noted that the sub-group is very grateful to these experts for their time and advice.
4. Some specific themes arose at that meeting and, at the second meeting, there was an opportunity to work through those themes and discuss proposals and practical recommendations about the use of such agreements in the future. This was done with officers from the Regulatory and Legal Departments and also with the Housing Strategy Manager who brought a new perspective on the affordable housing challenge and what are the best levers to meet that challenge.

CONCLUSIONS

5. Clearly, the original introduction of Affordable Housing Section 106 Agreements was a step taken by the Council to seek to ensure the supply of affordable houses for local people, with the hope that this system would solve the problem to a large extent. However, the housing market is very live and changes constantly and the experience of many prospective buyers of working with lenders frustrated the Councils’ intentions. There are several examples of “the goal posts being moved” with a number of lenders not willing to lend in cases where there were agreements in place.
6. However, the work of the sub-group was very useful in getting to the facts about the use of such agreements. Naturally enough, the cases about which members have been

aware are the rare cases where difficulties have been experienced and it is important that any policy proposals are based on balanced evidence on the full picture.

7. In this regard, Appendix 1 to this report is an important document since it notes the Section 106 applications decided upon between 1 April, 2011 and 31 March, 2015. The appendix shows 51 cases where Section 106 Agreements have been made (24 of them with a local need / affordability agreement), apparently successfully and effectively. It should be borne in mind that, in several cases, a large number of affordable units are part of single application; that is clear from the appendix.
8. On the basis of the work and the detailed discussions of the sub-group, we can now summarise that the sub-group is clear on the following points:-
 - Affordable Housing Section 106 agreements have been more successful than the general perception suggests.
 - Section 106 agreements are not the only way of securing affordable housing, since houses may be affordable simply because of their size and location
 - Section 106 agreements are not one type of agreement; there are different types of agreements dealing with matters like affordable housing, financial contributions towards education, transport and open land.
 - Section 106 agreements work effectively with larger developments where a covenant is laid down about a proportion of the properties in larger developments being affordable houses.
 - Such agreements are vital for developments outside development boundaries; they are the only way of allowing and managing such developments
 - Problems with such agreements arise with small, individual developments and self-build developments.
 - The Council has shown itself flexible in discussing conditions within the agreements with owners and developers.
 - A certain amount of work has been undertaken already to ensure consistency in agreements with neighbouring authorities.
9. However, the sub-group is also clear on the need to make some improvements in order to seek to address the concerns raised in recent years. Here are the recommendations:-
 - 9.1 There are some matters beyond the Council's ability to address, primarily, the difficulty, in some cases, of meeting the needs of someone who is seeking to self-build and the fact that it has not been possible, so far, to use "primary residence" clauses. The Cabinet Member is asked to seek a political move on these issues in order to respond to the challenge of ensuring a supply of affordable houses for local people.
 - 9.2 It is clear that early discussions with the Council is the way to avoid problems as developments proceed. The relevant Cabinet Members are asked to ensure that the Department and the Housing Service look at innovative ways of ensuring that developers know this, through the "Pre-application Advice" system and other means such as awareness raising sessions.

9.3 Smaller developers (less than 10 houses) should be encouraged to respond to community needs such as variety, size and the number of bedrooms. The Cabinet Member is asked to ensure that the work of promoting and supporting this work continues and develops.

9.4 It can be confusing for developers and lenders that different conditions are enforced across neighbouring authorities. However, it is proposed that our conditions should not be relaxed only in order to secure consistency. The Cabinet Member is asked to ensure that efforts should continue to secure consistency in the sorts of agreements and terms used, if not the local conditions.

9.5 There is a need to press upon lenders to improve on their willingness to offer mortgages where Section 106 conditions have been made. The Cabinet Member is asked to use all possible means, including pressure through the Welsh Local Government Association and political pressure through the Assembly to seek this.

9.6 There is a need to highlight the Council's willingness to look at old Section 106 agreements made when the housing market was very different. The Cabinet Member is asked to ensure that information on that willingness to be flexible is shared.

10. The committee is invited to consider the conclusions of the sub-group and the draft recommendations to the Cabinet Member.

Ceisiadau 106 wedi eu penderfynu / 106 Applications decided upon (01/04/2011 - 31/03/2015)											
<u>Rhif Cais / Application number</u>	<u>Swyddog Achos / Case Officer</u>	<u>Math o gais / Application type</u>	<u>Dyddiad Cofrestru / Registered date</u>	<u>Lleoliad / Location</u>	<u>Disgrifiad o'r Datblygiad / Development description</u>	<u>Dyddiad penderfyniad / Decision date</u>	<u>Math o benderfyniad / Decision type</u>	<u>Lefel penderfyniad / Decision level</u>	<u>Cyn cais / Pre-App</u>	<u>A106 / S106</u>	<u>Dyddiad Llofnodi Cytundeb / Agreement Signed Date</u>
C05D/0153/46/LL	William Elfyn Williams	Llawn - Cynllunio/Full - Planning	30/03/05	Rhan Cae / Part Field - 2128, Towyn, Tudweiliog, Pwllheli, LL538PD	YCHWANEGU 48 O BEBYLL / CARAFANAU TEITHIOL I SAFLE CARAFANAU PRESENNOL AC ADDSSU	17/03/15	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	28/10/14
C06D/0560/34/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	09/10/06	Ynys Hwfa, Clynnogfawr, Caernarfon, LL545DF	ADDASU AC ADEILADU ESTYNIAD I DY ANNEDD PRESENNOL AC ADEILADU MODURDY-STORFA ..	29/03/12	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	14/03/07
C06D/0703/42/AM	Aneurin Mon Parry	Amlinell/Outline	04/01/07	Safle Capel Caersalem, Lon Terfyn, Morfa Nefyn, Pwllheli, Gwynedd	DATBLYGIAD TRIGIANNOL / RESIDENTIAL DEVELOPMENT	09/08/12	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	02/08/12
C07D/0180/37/LL	Aneurin Mon Parry	Llawn - Cynllunio/Full - Planning	22/03/07	Beudy, Eiernion, Trefor, Caernarfon, Gwynedd, LL545HN	ADDASU ADEILAD ALLANOL YN DY ANNEDD / CONVERSION OF OUTBUILDING INTO DWELLING ..	04/05/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	No	Yes	07/03/08
C08D/0257/40/AM	Gwenan Jones	Amlinell/Outline	12/06/08	Tir Ger / Land Nr. - Dolydd, Y Ffor, Pwllheli, Gwynedd	ADEILADU 4 TY ANNEDD UNLLAWR A 5 TY ANNEDD DEULAWR GYDA 3 O'R TAI DEULAWR YN DAI	16/04/12	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	No	Yes	12/03/13
C09A/0269/17/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	06/07/09	PENGROESLON, CARMEL, CAERNARFON, GWYNEDD	TROSI ADEILAD AC ESTYNIADAU SYLWEDDOL ER MWYN CREU EIDDO UNLLAWR 4 LLOFT, ESTYNI	05/04/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	16/03/11
C09A/0396/18/AM	Idwal Williams	Amlinell/Outline	26/08/09	TIR GER / LAND NEAR, Teras Fictoria / Victoria Terrace, Deiniolen, Caernarfon, Gwynedd, LL553LT	DATBLYGIAD PRESWYL A MYNEDIAD / RESIDENTIAL DEVELOPMENT AND ACCESS	16/05/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	13/05/14
C09A/0412/26/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	27/08/09	LLAIN O DIR CYFAGOS / LAND ADJACENT TO, HEN GAPEL, Ffordd Waunfawr, Caethro, Caernarfon, Gwynedd, LL55 2SS	ADEILADU 12 O DAI / ERECTION OF 12 DWELLINGS	24/06/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	24/06/14
C09A/0518/16/AM	Glyn Llewelyn Gruffudd	Amlinell/Outline	15/12/10	Tir Ger / Land Near Pentwmpath, Llandygai, Bangor, LL574LG	CAIS AMLINELLOL I GODI 15 ANNEDD / OUTLINE APPLICATION FOR THE ERECTION OF 15	26/09/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Unknown	02/08/12
C09D/0195/45/LL	Aneurin Mon Parry	Llawn - Cynllunio/Full - Planning	19/05/09	Madoc Buildings, Lon Dywod, Pwllheli, Gwynedd, LL535HP	DYMCHWEL ADEILADAU PRESENNOL AC ADEILADU 5 TY ANNEDD TERAS TRI LLAWR ...	08/03/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	08/02/10
C09D/0281/35/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	10/07/09	St Deiniols Church, Stryd Fawr, Criccieth, Gwynedd, LL520HQ	DIWYGIO CYTUNDEB 106 ER DARPARU 7 UNED Fforddiadwy A 14 UNED Marchnad Agored / A	11/09/13	Caniatawyd yn Ddi-Amodol/Approved without Conditions	Pwyllgor/Committee	No	Yes	21/08/13
C09D/0389/40/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	17/11/09	Sychnant, Pentre Uchaf, Pwllheli, LL538EJ	ADDASU MODURDY SYDD YN CAEL EI DDEFNYDDIO FEL CANOLFAN PROFI CERBYDAU YN DY ANNE	19/07/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	07/07/11

C10A/0161/13/AM	Glyn Llewelyn Gruffudd	Amlinell/Outline	19/03/10	Brig y Nant , Ffordd Coetmor Newydd / Coetmor New Road, Bethesda, Bangor, LL573NN	CAIS AMLINELLOL I GODI 6 TY AR WAHAN A CHREU FFORDD STAD NEWYDD / OUTLINE	06/11/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	05/11/14
C10A/0206/13/AM	Glyn Llewelyn Gruffudd	Amlinell/Outline	09/04/10	Grey Garage , Lon Newydd Coetmor / Coetmor, New Road, Bethesda, Bangor, LL573DT	ADNEWYDDU CAIS AMLINELLOL C07A/0052/13/AM I DDYMCHWEL YR ADEILAD PRESENNOL A	15/10/12	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	07/08/12
C10A/0442/18/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	23/08/10	Tir ger / Land at, Pen Pwll Coch, Penisarwaun, Caernarfon, Gwynedd, LL553BS	ADEILADU 2 DY / ERECTION OF 2 DWELLINGS	26/08/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	04/08/11
C10D/0017/33/LL	William Elfyn Williams	Llawn - Cynllunio/Full - Planning	13/01/10	Rhan O Gae Ger / Part Of Field Nr. - Penboncyn, Boduan, Pwllheli, Gwynedd, LL536DR	TY UNLLAWR FFORDDIADWY YNGHYD A TANC SEPTIG A PHWLL DRAENIO / SINGLE STOREY AFFO	15/05/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	20/02/11
C10D/0439/33/LL	William Elfyn Williams	Llawn - Cynllunio/Full - Planning	16/11/10	Mathan Isaf, Rhydyclafdy, Pwllheli, LL538TT	TY I WEITHIWR AMAETHYDDOL / DWELLING FOR AGRICULTURAL WORKER	19/10/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	08/09/11
C11/0047/43/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	14/01/11	Ysgubor, Liithfaen, Pwllheli, Gwynedd	NEWID DEFNYDD ADEILAD ALLANOL YN DY ANNEDD FFORDDIADWY AC ADEILADU PORTH I'R BLA	16/09/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	01/09/11
C11/0051/16/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	10/01/11	Adeilad allanol ger / Outbuilding adj to, 1 a 2, Frondeg, Tregarth, Bangor, Gwynedd, LL574PA	TROSI ADEILADAU AMAETHYDDOL / CONVERSION OF AGRICULTURAL BUILDING	22/11/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	14/11/11
C11/0170/42/AM	Gwenan Jones	Amlinell/Outline	22/02/11	Maes Twnti, Lon Isaf, Morfa Nefyn, Pwllheli, Gwynedd, LL536PW	DATBLYGIAD TRIGIANOL O BEDWAR TY GYDA DAU OHONYNT YN DAI FFORDDIADWY / RESIDENTI	14/02/12	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	03/02/12
C11/0173/26/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	21/02/11	Tir tu cefn / Land at rear of, Min y Grug, Waunfawr, Gwynedd, LL554YS	NEWID DEFNYDD / CHANGE OF USE	06/12/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	17/11/11
C11/0378/45/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	13/05/11	Tir Ger / Land Nr. - Heol Hamdden, Pwllheli, Gwynedd	DATBLYGIAD PRESWYL O 8 TY ANNEDD TAI'R YSTAFELL WELY / RESIDENTIAL DEVELOPMENT O	25/07/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	No	Yes	31/01/12
C11/0342/17/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	13/06/11	Crud Y Nant, Bethesda Bach, Caernarfon, Gwynedd, LL545SF	ADEILADU SIED AMAETHYDDOL / ERECTION OF AN AGRICULTURAL SHED	03/02/12	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	31/01/12
C11/0661/43/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	18/08/11	Plas Pistyll and Pistyll Caravan Park, Pistyll, Pwllheli, LL536LR	Demolition of Plas Pistyll and re-development to form 20 self catering holiday u	23/08/12	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Unknown	22/08/12
C11/0755/44/AM	Cara Owen	Amlinell/Outline	06/09/11	Gardencraft, Stryd Fawr, Tremadog, Porthmadog, LL499RD	CAIS AMLINELLOL AR GYFER DYMCHWEL YR ADEILAD PRESENNOL A CHODI 9 ANNEDD / OUTLIN	19/12/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	10/09/12
C11/0840/42/RC	Cara Owen	Rhwymedigaeth Cyfreithiol/Legal Oligatn	22/09/11	5, Maes Terfyn, Morfa Nefyn, Pwllheli, Gwynedd, LL536EQ	Cais i ddileu amod	30/01/12	Caniatawyd yn Ddi-Amodol/Approved without Conditions	Dirprwyedig/Delegated	Yes	Unknown	17/01/12
C11/0862/44/AM	Keira Ann Sweenie	Amlinell/Outline	21/10/11	Tir Ger / Land Nr. - Cefn Y Gader, Morfa Bychan, Porthmadog, Gwynedd	ADNEWYDDU CANIATAD CYNLLUNIO C05D/0444/44/AM AR GYFER CODI 9 TY / RENEWAL OF PLA	01/10/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	21/09/12
C11/0888/34/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	10/10/11	Derwin Fawr, Garndolbenmaen, LL519LZ	CAIS AM LEOLIAD DIWYGIEDIG AR GYFER CODI TYRBIN GWYNT 50KW AR DWR 24.6 MEDR, CYF	15/12/11	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	13/12/11
C11/0959/23/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	10/11/11	Hen Ysgol Glan Moelyn, Llanrug, Caernarfon, Gwynedd, LL554PG	To erect seven dwellings on an old school site. This will consist of six semi-de	19/12/11	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Unknown	29/02/12
C11/1056/37/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	13/04/12	Tyddyn Drain, Llanaelhaearn, Caernarfon, LL545AD	NEWID DEFNYDD AC YMESTYN ADEILAD ALLANOL I FOD YN DY ANNEDD A CADW GWAITH MEWNLE	05/07/12	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	27/06/12
C11/1077/16/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	25/11/11	Plas Y Coed, Bangor, Gwynedd, LL574HN	NEWID DEFNYDD A CHODI 17 O DAI / CHANGE OF USE AND ERECTION OF 17 HOUSES	17/06/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	10/09/13

C11/1144/40/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	12/12/11	Tir ger / Land by, Pengamfa Fawr, Rhosfawr, Pwllheli, Gwynedd, LL536UU	TY GROMEN FFORDDIADWY / AFFORDABLE DORMER DWELLING	03/12/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	28/11/13
C11/1180/34/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	09/02/12	Lleuar Fawr, Llanllyfni, Caernarfon, LL546ST	CAIS I DROSI ADEILAD AMAETHYDDOL SEGUR I FFURFIO UN TY	08/07/13	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	20/05/13
C12/0308/12/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	01/03/12	Bryn Gloch Caravan & Camping Park, Betws Garmon, Caernarfon, LL547YY	AIL-LEOLI LLECYNNAU ODDI FEWN Y PARC / RE-LAYOUT OF PITCHES ON EXISTING PARK	20/01/15	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	No	Yes	16/04/14
C12/0356/25/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	12/03/12	Fferm y Wern, Lon y Wern, Pentir, Bangor, Gwynedd, LL574BY	TROSI AC YMESTYN ADEILAD ALLANOL PRESENNOL I ANNEDD FFORDDIADWY / CONVERSION AND	04/07/13	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	02/07/13
C12/0441/39/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	03/04/12	Riverside Hotel & Restaurant, Abersoch, Pwllheli, LL537HW	DYMCHWEL GWESTY AIL DDATBLYGU PRESWYL / DEMOLISH HOTEL AND REDEVELOP SITE	06/12/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	05/12/13
C12/0476/35/AM	Cara Owen	Amlinell/Outline	18/04/12	Station Bakery, High Street, Criccieth, LL520RN	CAIS AMLINELLOL AR GYFER DYMCHWEL ADEILADAU PRESENNOL A CODI 7 UNED PRESWYL / OU	17/10/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	08/10/13
C12/1123/22/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	14/08/12	Tir Ger / Land Nr. - Tir Capel Bach, Penygroes, Caernarfon, Gwynedd	ADEILADU 6 TY ANNEDD DEULAWR (2 FFORDDIADWY) YNGHYD A FFORDD NEWYDD WASANAETHOL / CONSTRUCTION OF 6 TWO STOREY DWELLING HOUSES (2 AFFORDABLE) TOGETHER WITH NEW SERVICE ROAD	26/11/12	Caniatawyd yn Ddi-Amodol/Approved without Conditions	Pwyllgor/Committee	Yes	Yes	01/10/15
C12/1347/25/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	26/10/12	Tir ger / Land Nr. - Ffordd Penrhos, Bangor, Gwynedd	245 UNEDAU BYW (86 UNED FFORDDIADWY) / 245 No. LIVING UNITS (86 AFFORDABLE UNITS)	02/09/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	06/02/14
C12/1372/42/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	12/11/12	Nefyn Allotments, Stryd Fawr, Nefyn, Gwynedd, LL536HD	ADEILADU 10 TY / CONSTRUCTION OF 10 DWELLINGHOUSES	29/07/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	28/11/13
C13/0002/14/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	04/01/13	Minmanton, Lon Parc, Caernarfon, LL552HP	ADEILAD NEWYDD I GYNNWYS 6 UNED PRESWYL / NEW BUILDING CONTAINING 6 RES. UNITS	20/05/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	08/10/13
C13/0070/22/LL	Cara Owen	Llawn - Cynllunio/Full - Planning	11/02/13	Tir Bach, Llanllyfni, Caernarfon, LL546SB	NEWID DEFNYDD ADEILAD ALLANOL YN DY / CHANGE OF USE OF OUTBUILDING TO A DWELLING	16/05/13	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	13/05/13
C13/0203/11/LL	Glyn Llewelyn Gruffudd	Llawn - Cynllunio/Full - Planning	25/02/13	Former Victoria Building Land, Plas Llwyd Terrace, Bangor, Gwynedd, LL57 1UB	2 adeilad lleu y myfyrwyr 36 llofft/ 2 building student accommodation	04/09/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	No	Yes	29/08/13
C13/0373/23/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	04/04/13	Tir Ger / Land Near. - Bryn Cwil, Ceunant, Caernarfon, LL554RP	TY FFORDDIADWY / AFFORDABLE DWELLING	25/07/13	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	19/07/13
C13/0398/45/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	01/05/13	CYN LYS YNADON, TROED YR ALLT, PWLLHELI, GWYNEDD, LL535ED	6 TY A LLEFYDD PARCIO / 6 DWELLINGS AND PARKING	07/11/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	27/10/14
C13/0652/46/LL	Medi Emlyn Davies	Llawn - Cynllunio/Full - Planning	25/06/13	Tir gyferbyn / Land adjacent Tan y Bryn, Tudweiliog, Pwllheli, Gwynedd, LL53 8NB	Dau dy fforddiadwy deulawr / Two affordable two storey dwellings	31/07/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	02/07/14
C13/0676/46/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	01/07/13	Tir ger/Land near Bryn Haul, Dinas, Pwllheli, Gwynedd, LL53 8UB	Adeiladu ty unllawr fforddiadwy / construction of single storey affordable house	17/04/14	Caniatawyd gydag Amodau/Approved with Conditions	Dirprwyedig/Delegated	Yes	Yes	15/04/14
C13/0736/39/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	15/07/13	Harbour Hotel, Abersoch, Pwllheli, LL537HR	13 ANNEDD YN CYNNWYS 2 DY FFORDDIADWY/13 DWELLINGS INCLUDING 2 AFFORDABLE HOUSES	25/11/13	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	01/04/14

C13/0810/14/LL	Idwal Williams	Llawn - Cynllunio/Full - Planning	13/08/13	Ysbyty Bryn Seiont Hospital, Pant Road, Caernarfon, LL552YU	Darparu 16 uned breswyl gofal ychwanegol / Provide 16 extra care residential uni	21/01/14	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	No	Unknown	19/01/14
C13/1227/33/RC	Gwenan Jones	Rhwymedigaeth Cyfreithiol/Legal Oligatn	05/12/13	Mathan Uchaf, Boduan, Pwllheli, LL538TU	Diwygio cytundeb 106 / Variation of 106 agreement - C06D/0408/33/LL	01/04/14	Caniatawyd yn Ddi-Amodol/Approved without Conditions	Dirprwyedig/Delegated	Yes	Yes	26/03/14
C14/0172/39/LL	Gwenan Jones	Llawn - Cynllunio/Full - Planning	04/03/14	Tir Ger / Land Nr. - Cornwall Estate, Mynytho, Pwllheli, Gwynedd, LL537RH	9 bynglo gromen fforddiadwy / 9 affordable dormer bungalows	02/03/15	Caniatawyd gydag Amodau/Approved with Conditions	Pwyllgor/Committee	Yes	Yes	16/06/15
Rhai lle mae cytundeb angen lleol / fforddiadwy arnynt / Ones where there is a local need / affordability agreement											

Implementing Recommendations of Post-16 Further Education Transport Scrutiny Investigation Report

Cabinet Member’s Update (May 2016)

In November 2015 a report was presented that noted the Cabinet Member’s intentions with regard to implementing the recommendations of the Post-16 Further Education Transport Scrutiny Investigation Report. The recommendations were divided into three categories:

- implement immediately,
- cooperate in the medium term with other services/partners in order to investigate the practicability of implementing the recommendations,
- not to consider the recommendations for the time being

Here is an update on progress in implementing the recommendations.

(In referring to specific recommendations, the numbering used is that of the ‘Summary of the recommendations’ found on pages 7 and 8 of the report.)

Implement immediately

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Recommendation	What has happened and when	Effect of action
5 Consistency is needed in the provision and the arrangements across Gwynedd, in order to give everyone an equal and fair opportunity.	The wording of the Post-16 Transport Policy has been updated so as to charge one price only for the 16+ Travel Ticket, and in so doing removing any differentiation in price when travelling to a catchment school or college or to any establishment noted in the policy. A single price of £100 per term will be charged. The new policy will be implemented on 1 September 2016.	Charging one price only and removing the concept of a catchment will ensure consistency in the provision and arrangements available to all, be they school pupils or college students, wherever they live.
6 The catchment areas should be reviewed to reduce the travelling times and distances for learners/students in accordance with the Learner Travel Statutory Guidance.	The wording of the Post-16 Transport Policy has been updated so as to charge one price only for the 16+ Travel Ticket, and in so doing removing any differentiation in price when travelling to a catchment school or college or to any establishment noted in the policy. A single price of £100 per term will be charged. The new policy will be implemented on 1 September 2016.	The new wording of the policy removes the concept of a catchment with regards to post-16 transport. This will enable a learner to attend the establishment best suited for them without a difference in the cost of a 16+ Travel Ticket needing to be a consideration.
12c Based on the evidence found during the scrutiny investigation, the same price should	The wording of the Post-16 Transport Policy has been updated so as to charge one price only for the	The new wording of the policy sets one price for everyone.

	be set for everyone.	16+ Travel Ticket. A single price of £100 per term will be charged. The new policy will be implemented on 1 September 2016.	
9	We must secure the joint understanding of the further education providers and Galw Gwynedd of Gwynedd Council's Post-16 Education Transport Policy.	The wording of the Post-16 Transport Policy has been updated so as to charge one price only for the 16+ Travel Ticket, and in so doing removing any differentiation in price when travelling to a catchment school or college or to any establishment noted in the policy. A single price of £100 per term will be charged. The new policy will be implemented on 1 September 2016.	The wording and conditions of the new policy are such simpler and will help in securing joint understanding of the further education providers and Galw Gwynedd of the policy.
10	In the spirit of the Gwynedd Way, it must be ensured that users' questions are answered on their first contact.	The wording of the Post-16 Transport Policy has been updated so as to charge one price only for the 16+ Travel Ticket, and in so doing removing any differentiation in price when travelling to a catchment school or college or to any establishment noted in the policy. A single price of £100 per term will be charged. The new policy will be implemented on 1 September 2016.	The wording and conditions of the new policy are such simpler and will help in ensuring that users' questions are answered on their first contact.
11	Gwynedd Council and the post-16 education providers must collaborate closely to provide consistent, relevant and purposeful information for learners and their families using various and suitable methods that ensure an equal opportunity for everyone	All the communication material used in conjunction with the Post-16 Transport Policy is being reviewed in order to bring it line with the wording of the new policy and any other new arrangements (this would include the website, correspondence with school pupils and college students, scripts for Galw Gwynedd staff, etc.)	This work has started. A leaflet has been presented to current 6 th form pupils, and a leaflet for the current year 11 is about to be released.
12ch	It should be ensured that the service offers an equal opportunity for college students and learners in secondary schools.	It is considered that recommendation 12ch is very similar to recommendation 5 (above), and that removing the concept of a catchment will contribute to the implementation of this recommendation. The new policy will be implemented on 1 September 2016.	Charging one price only and removing the concept of a catchment will ensure consistency in the provision and arrangements available to all, be they school pupils or college students, wherever they live.
3	The foundation of working in partnership with various organisations to arrange a bespoke service should be built on.	It is considered that recommendation 3 is being implemented permanently.	All partners contribute to improving the provision which is in operation.

Short/medium term cooperation with other services/partners in order to investigate the practicalities of implementing the recommendations

Preliminary discussions have been held with Coleg Llandrillo-Menai in relation to recommendations 1, 12b, 5, 7 and 12dd.

Recommendation	What has happened and when	Effect of action
<p>1 In order to improve the benefits for learners/students and their families, reduce the processes and in the spirit of the Gwynedd Way, there should be closer collaboration and negotiation with the Llandrillo Menai Colleges Group to be an agent for Gwynedd Council</p>	<p>Preliminary discussions have been held with representatives from Coleg Llandrillo-Menai regarding the idea that they act as an agent. The College is, in principal, willing to consider administrating the scheme for Coleg Meirion-Dwyfor students.</p> <p>The next ‘annual’ meeting with the College is scheduled for 21st June.</p>	<p>The numbers and costs of producing the travel tickets are being provided to the college.</p>
<p>12b Based on the evidence found during the scrutiny investigation, it is recommended that a combination of options should be considered. Options 3, 6 and 7 – changing to a ticketed system, transferring the service and the administration of college transport tickets to Llandrillo Menai Colleges Group.</p>	<p>The college has no interest in organising the transport.</p> <p>With regards to transferring the administration of college travel tickets to Coleg Llandrillo-Menai, see 1 above.</p>	<p>See 1 above with regards to transferring the administration of college travel tickets to the college.</p>
<p>5 Consistency is needed in the provision and the arrangements across Gwynedd, in order to give everyone an equal and fair opportunity</p>	<p>The proposed change in wording of the transport policy was discussed with representatives from Coleg Llandrillo-Menai. There was no opposition to the principle of removing the concept of a catchment and to charge a single price for everyone.</p> <p>After the new policy was passed in the Cabinet, a letter from the Pwllheli College Council was received which supported the students’ view against the increase in the cost of a ticket and the lack of flexibility in using the ticket.</p>	<p>A User’s Forum will be established (to include representation for students) in order to discuss the conditions of use of the 16+ Travel Ticket. It is intended to schedule a meeting of the User’s Forum before the end of the summer term.</p>
<p>7 Post-16 education providers need to collaborate to put systems in place to collect data to find out whether travelling costs lead to students dropping out of further</p>	<p>This was discussed with representatives from Coleg Llandrillo-Menai.</p> <p>The Gwynedd and Ynys Môn Post-16 Education</p>	<p>We are awaiting the official response from the college with respect to this recommendation.</p> <p>The opinions of current students with regard to</p>

education	Consortium are looking to use their Learner's Voice questionnaire to collect the opinion of students regarding the cost of post-16 transport. This will collect the opinion of current students, but we have not yet found a way of collecting the numbers of students dropping out of education because of transport costs.	travel costs can be collected.
12dd	We should continue with the good practice of the provision of peripatetic teachers/lecturers and build on the foundation of working in partnership, and review regularly.	This recommendation was discussed with representatives from Coleg Llandrillo-Menai.
4	We should have a purposeful Post-16 Transport Policy that considers the students/leaners and their families' means to pay for transport costs	It is considered that the Education Maintenance Allowance (EMA) already contributes to the implementation of recommendation 4. However, the issue was raised with representatives of Coleg Llandrillo-Menai with a view to shorten the time it takes to ensure the first payment of the EMA. The Education Department has established a system whereby payments can be made through monthly part-payments (rather than having to pay one amount at the beginning of term). The Direct Debit system has been in place since Easter 2016.
		We are awaiting the official response from the college with respect to this recommendation.

Discussions have also been held with the Integrated Transport Unit with regards to recommendations 2 and 12b.

Recommendation	What has happened and when	Effect of action
2	The Post-16 Transport Policy should be reviewed to secure a suitable and purposeful policy to address the requirements of the Learner Travel (Wales) Measure 2008 and the Learner Travel – Statutory Provision and	One aspect of recommendation 2 was to have more flexibility in the travel times for learners/students. There has been a strong call for this aspect from students.
		Learners/students who use their 16+ Travel Ticket on routes which are public transport routes under tender to the Council can continue to travel at any time on those routes, but the use of the 16+ Travel Ticket on commercial public transport routes is still

<p>Operation Guidance, June 2014</p>	<p>For information, learners/students who use their 16+ Travel Ticket on routes which are public transport routes under tender to the Council can already travel at any time on those routes. However, this is not the case for commercial public transport. The use of the 16+ Travel Ticket on commercial public transport routes is restricted to a specific journey at the beginning of the day and a specific journey at the end of the day (as is travel on designated college buses).</p> <p>The matter of attaining flexibility in travel times has been raised with the Transport Unit, but there has been no agreement as yet as to how best to attain more flexible travel times without increasing the cost of the provision.</p>	<p>restricted to a specific journey at the beginning of the day and a specific journey at the end of the day (as is travel on designated college buses).</p> <p>A User's Forum will be established (to include representation for students) in order to discuss the conditions of use of the 16+ Travel Ticket. It is intended to schedule a meeting of the User's Forum before the end of the summer term.</p>
<p>12b Based on the evidence found during the scrutiny investigation, it is recommended that a combination of options should be considered. Options 3, 6 and 7 – changing to a ticketed system, transferring the service and the administration of college transport tickets to Llandrillo Menai Colleges Group.</p>	<p>See comments for 12b above.</p>	<p>See comments for 12b above</p>

Recommendations not to be considered at this current time

Recommendation	What has happened and when	Effect of action
<p>8 Appropriate customer care indicators should be set for the service</p>	<p>Resources are not available at this current time to act upon this recommendation.</p>	
<p>12d Financial loans should also be provided to purchase a vehicle / motorbike in order to facilitate access to further education and training.</p>	<p>There is currently no money available to provide financial loans.</p>	