



In attendance: Cllrs Griffiths, Jenkins, A. Jones, D. Jones, Lloyd, Rogers, Steele, Williams and P.Wynn.

MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 6TH MARCH 2025

1. To receive and consider apologies for absence.

Apologies were received from Cllrs Subacchi (Holiday), Wilkinson (Personal), Ranger (Work), Vale (Personal), G. Wynn (Personal), Corcoran (Personal) and Laurie (Training).

2. To note declarations of Member interests.

There were no declarations of Members' interests.

3. To approve and sign the minutes of the Full Council meeting held on Thursday 6th February 2025.

Resolved: To sign the minutes as a true and accurate record.

4. Public Session¹

Representatives of Woodwork CIC addressed the meeting regarding both the grant awarded by the Community Council in early 2024, and the prospect of continuing a working relationship concerning the maintenance of Little Vawnog. In terms of activity over the last 12 months, Woodwork have been working with Employment Agencies to provide volunteering opportunities for people from a range of backgrounds, and there are now additional permanent volunteers. An open-air meditation session was held to coincide with a health and wellbeing initiative executed by Wrexham County Borough Council. Recently, some grant funding has been secured from AVOW to provide a "story-telling" event for children and families. It was reported that various tree works need to be carried out across the site. An invitation was extended for Woodwork to join the Environmental Working Group. Finally, Woodwork recently won a prestigious award for the work carried out across Little Vawnog, and Offa Community Council would like to both congratulate Woodwork as well as thank them for their partnership.

A representative of the Youth Parliament for EYST was in attendance and chose simply to observe.

5. To receive, note and approve payments to the value of £23,694.06 as per the attached report.

Resolved: To approve the spend of £23,964.06.

6. To note the bank reconciliation for the 28th February 2025.

Noted

¹¹ Cllr D. Jones joined the meeting at 19:08pm.

7. To consider any overspend or underspend in the financial year 2024 – 2025.

Whilst the most recent bank reconciliation shows an amount of £277,507.94 available in the bank, it should be noted the Council is required to hold a minimum of 12 months expenditure in the event of emergency or otherwise unforeseen circumstances. The budget for the financial year 2025/26 is £264,790.00 – which means the Council must maintain a reserve of £265,000.00 – leaving a balance of £12,507.94 to cover the payments needing to be made for the month of March and year-end. It is therefore not expected there will be any underspend by 31st March.

8. To consider matters relating to the opening of a CCLA Account.

Resolved: To open a CCLA Public Sector Deposit Fund account.

9. To consider matters relating to room hire fees for Community Centres.

Resolved: To defer the item to a future meeting of Full Council.

10. To consider matters relating to the financial contribution to Wrexham County Borough Council for Play Area Inspections and Repairs.

Resolved: To defer the item to a future meeting of Full Council.

11. To consider the following governance documents: -

- a. Asset Register
- b. Grants Policy
- c. Protocol To Mark The Death Of A Senior Figure
- d. Safeguarding Policy
- e. Social Media Policy
- f. Training and Development Policy
- g. Volunteer Policy

Resolved: To adopt the abovementioned governance documents en bloc, subject to an amendment regarding the location of the Member of Parliament within the Protocol to Mark The Death Of A Senior Figure.

12. To consider a new Committee Structure for 2025 – 2026.

The proposed structure from May 2025 onwards consists of Full Council, Finance and Governance Committee, Staffing Subcommittee, Planning and Environment Committee, Environmental Subcommittee as well as Community and Events Committee. Full Council, Finance and Governance Committee as well Community Events Committee will meet on alternate months; Planning and Environment Committee will continue to meet monthly; and both the Staffing and Environmental Subcommittees will meet on an ad-hoc basis.

Resolved: To defer the item to a future Full Council meeting subject to further discussions.

13. To consider matters relating to a 10-year Community Review by Wrexham County Borough Council²

Resolved: To submit a formal response of no change.

² Cllr Graham Rogers left the meeting at 20:46pm.

14. To consider a formal response to the Public Transport Consultation by Ambition North Wales.

Resolved: To defer the item to a future meeting of Full Council.

15. To consider a formal response to the North Wales Police and Crime Plan 2025 – 28.

Resolved: To make no formal submission; but note that Councillors are welcome to submit their individual views, provided that is made clear.

16. To receive an update in relation to the treelined boundary at National Trust Erddig.

The Clerk provided the meeting with a verbal update regarding a recent meeting with the Area Ranger at National Trust – Erddig to discuss the tree lined boundary areas such as Ithens Way, Ffordd Glyn and Green Park. The Area Ranger explained that as a matter of course the boundary line is inspected externally ever 2 years, and where the windspeed is expected to be 50mph or more, it is inspected internally as often as necessary. Around this time of year there is open dialogue between the National Trust and domestic residents to outline any tree works which are expected to be carried out, and to ascertain how any growth may have affected neighbouring gardens.

The external inspection produces a Tree Management Plan which is provided to the Trust by an External Contractor – whereby much of the work is undertaken in-house, but there are also tasks which require more specialist knowledge and equipment. Considering the amount of storm weather which has been experienced over the last several months, the boundary has been internally inspected on no less that 6 separate occasions, if not more.

The Trust received the most recent Tree Management Plan in January 2025 – with much of the work having been completed in-house by the beginning of March, and only two major tasks outstanding which require external support – a clearup of Wat's Dyke and four trees which need felling. These are expected to be completed over the coming months.

17. To consider the following Members Items: -

NONE

18. To receive reports from Llyr Gruffydd MS, Wrexham County Borough Council and North Wales Police.

- a. Llyr Gruffydd, MS

February was a busy month for the Environment, Climate Change and Infrastructure Committee – the committee I chair. In addition, I also had the opportunity to visit a number of organisations not only in my region but also beyond, including the farm of Abi Reader, Vice President of NFU Cymru – just outside Cardiff.

February was also a challenging time for my Office in processing casework concerning issues and problems being experienced across Health Services in Wales.

It was great to visit organisations across the North that are thriving. I had the opportunity to visit one of our more traditional industrial sites – the TATA steelworks in Shotton, and the new – the Halen Mon production centre in Brynsiencyn on Anglesey – and it was great to see both sites thriving, and contributing greatly to the economy of the North. I met with Nature Service Wales

to learn about the work they do empowering communities across the country to get involved in restoring nature. I welcomed both Meet Coleg Cambria and Grwp Llandrillo Menai in the Senedd to discuss their work in getting young people into the workplace and helping thousands of apprentices gain valuable skills and qualifications. I met with Meeting the Scouts in the Senedd to discuss their concerns across their communities. I met with the Open University to discuss how they are working with employers and learners in north Wales to create talent for the industries of the future.

Finally, I met with Dwr Cymru Welsh Water to discuss how they support their customers who may be struggling to pay their bills. In my region: -

- Addressed the annual meeting of the Farmers' Union of Wales, Merionydd in Dolgellau.
- Visit Hafren Dyfrdwy Water's headquarters near Wrexham to meet senior management to discuss water industry challenges.
- Visit the Halen Môn site in Brynsiencyn. The company now employs 36 on site and is investing on-site in buildings and in developing its workforce.
- Meeting with a number of small businesses in Colwyn Bay to discuss the challenges and opportunities facing the high street.

b. Wrexham County Borough Council

There was no report at the time of the meeting.

c. North Wales Police

Officers from the Local Policing Team were unable to attend the meeting in-person, but did submit the following report: -

1x report of robbery on Ruabon Road, 10th February – one male offender identified, apprehended quickly and remains in custody.

1x report of a suspicious male on Alexandra Road collecting scrap in a van.

Issues relating to car parking on match days are continuing to fuel local tensions. Police Patrols are carried out in the area during every match. Officers are distributing advisory leaflets to alert drivers to inconsiderate parking; but would benefit from additional support by Parking Enforcement Officers as there are a multitude of applicable tickets in that area!

Finally, one male has been living rough in the doorway of the church on Poyser Street. Officers are continuing to work with both the Church and the individual to provide much-needed support, and removal from that area.

19. **It is recommended that Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of Item 20 on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.**

Resolved: To enter closed session.

20. To consider matters relating to ongoing and future maintenance of Little Vawnog.

Resolved: To approve the introduction of a formal written agreement in line with other working relationships across the Community Council.

21. To note the dates of meetings for the month of March and April 2025: -

Events Committee **TBD**

Staffing Committee **TBD**

Planning Committee 7pm, Thursday 20th March 2025, Luke O'Connor House.

Full Council 7pm, Thursday 3rd April 2025, Luke O'Connor House.

Noted

Chair: Cllr B. Lloyd

Clerk: B. Minshall

Close of Meeting: 21:12pm

Signed.....



Bank reconciliation

		£
A	Balance on the bank statement at (taken from bank statement)	
	Barclays Bank	87488.18
	Santander	56259.63
	Lloyds Current Account	88887.31
	Lloyds Savings Account	44613.26
		<u>277,248.38</u>
	Outstanding items	
B	Less unpresented cheques (List each outstanding cheque)	<u>None</u>
C	Plus uncleared payments into bank (to agree with attached list)	<u>£259.56</u>
D	Petty cash	
	Plus any petty cash balance held at	<u>Nil</u>
E	Balance in the cash book (Authority's own records) at	<u>6</u>
	(Calculated as A-B+C+D=E)	<u>277,507.94</u>

Offa Community Council - Venue Hire Fees Effective 1 April 2024

(Approved 15 February 2024 – minute 273 refers)

Standard Fees (commercial activity)

VENUE	PARCIAU HALL	PARCIAU HALL & KITCHEN	PARCIAU MEETING ROOM	PARCIAU MEETING ROOM/KITCHEN	PARCIAU CHILDREN'S PARTIES	MAESGWYN HALL
PER HOUR	15.00	17.50	10:00	15:00		15.00
4 HOURS	54.00	65.00	30.00	55.00	60.00	50.00

VENUE	MAESGWYN HALL & KITCHEN	MAESGWYN MEETING ROOM	MAESGWYN MEETING ROOM/KITCHEN	MAESGWYN CHILDRENS PARTIES	LOCH HALL	LOCH HALL & KITCHEN
PER HOUR	17.50	10.00	12.50		10:00	15.00
4 HOURS	65.00	30.00	40.00	60.00	30.00	50.00

Standard Fees (Not for Profit/ Community groups)

VENUE	PARCIAU HALL	PARCIAU HALL & KITCHEN	PARCIAU MEETING ROOM	PARCIAU MEETING ROOM/KITCHEN	PARCIAU CHILDREN'S PARTIES	MAESGWYN HALL
PER HOUR	15.00	17.50	10:00	15:00		15.00
4 HOURS	54.00	65.00	30.00	55.00	60.00	50.00

VENUE	MAESGWYN HALL & KITCHEN	MAESGWYN MEETING ROOM	MAESGWYN MEETING ROOM/KITCHEN	MAESGWYN CHILDREN'S PARTIES	LOCH HALL	LOCH HALL & KITCHEN
PER HOUR	17.50	10.00	12.50		10:00	15.00
4 HOURS	65.00	30.00	40.00	60.00	30.00	50.00



Service Level Agreement with Offa Community Council 2025

Costs of the Maintenance and Inspection Programme 2025 Play area inspection once a week

Bryn y Cabanau play area, Hightown- £2,189.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54
Grass Cutting of the sites (4 cuts a year)- £194.00

Court Rd, Wrexham- £2,189.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54
Grass Cutting of the sites (4 cuts a year)- £194.00

Wings Club, Bryn Offa-£2,189.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54
Grass Cutting of the sites (4 cuts a year)- £194.00

Bellevue Park, Toddler play area-£1,995.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54

Bellevue Park, Junior play area-£1,995.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- this may vary according to the tender price for all the inspections across the County Borough). £54

Bellevue Park, MUGA -£0.00

Litter clearance, weekly basis - £0.00 per annum per site

Play area inspection once a weekly-£00.00 per annum per site
Annual external safety inspection- this may vary according to the tender price for all the inspections across the County Borough). £.0.00 (included in cost of Play Area Annual Inspection)

Bellevue Park, Fitness trail -£1,941.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- **included with the play inspection.**

Maesgwyn Play Area-£2,189.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£1,124.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54
Grass Cutting of the sites (4 cuts a year)- £194.00

Howards Field Play Area - £1,131.00

Litter clearance, weekly basis - £817.00 per annum per site
Play area inspection once a weekly-£260.00 per annum per site
Annual external safety inspection- (this may vary according to the tender price for all the inspections across the County Borough). £54

Total Cost - £15,818.00 + VAT per annum.

OFFA COMMUNITY COUNCIL - FIXED ASSET REGISTER

DATE	ASSET	LOCATION	PURCHASE PRICE
Mar-90	2x Filing Cabinets	Luke O Connor House	£200
Dec-00	1x Canteen Table	Luke O'Connor House	£65
Dec-00	9x Reception Chairs	Luke O'Connor House	£311
Dec-00	7x Folding Tables	Luke O'Connor House	£700
Mar-03	Display Boards	Luke O'Connor House	£316
Oct-05	1x Desk	Luke O'Connor House	£172
Oct-05	1x Bookcase	Luke O'Connor House	£1
Apr-08	Bookcases	Luke O'Connor House	£223
Sep-08	24x Grey Chairs	Luke O'Connor House	£2,350
2008 - 2009	3x Filing Cabinets	Luke O'Connor House	£300
2008 - 2009	3x Storage Cupboards	Luke O'Connor House	£300
2008 - 2009	2x Tea Urns	Luke O'Connor House	£150
2008 - 2009	1x Microwave	Luke O'Connor House	£90
2008 - 2009	1x Fridge	Luke O'Connor House	£1
2008 - 2009	1x Stepladders	Luke O'Connor House	£50
Jul-09	1x Desk	Luke O'Connor House	£336
May-10	3x Streetlight Columns	Brynycabanau Road	£3,400
Nov-10	Noticeboard	Maesgwyn Community Centre	£650
Dec-10	Noticeboard	Bellevue Park	£575
Jan-11	6x Computer Chairs	Luke O'Connor House	£390
Nov-11	Office Chair	Luke O'Connor House	£120
Jun-12	2x Monitor	Luke O'Connor House	£1
Oct-14	1x Streetlight Column	Maesgwyn Community Centre	£2,293
Jan-15	4x Oblong Tables	Maesgwyn Community Centre	£1
Jan-15	Table Trolley	Maesgwyn Community Centre	£1
Jan-15	16x Black Chairs	Parciau Community Centre	£1
Jan-15	11x Oblong Tables	Parciau Community Centre	£1
Jan-15	8x Small Tables	Parciau Community Centre	£1
Jan-15	100x Green Plastic Chairs	Parciau Community Centre	£1
Jan-15	6x Blue Chairs	Parciau Community Centre	£1
Jan-15	2x Microwaves	Parciau Community Centre	£1

Mar-15	1x Noticeboard	Kingsmills Road	£2,700
Dec-15	2x CCTV Cameras	Offa Community	£3,240
Mar-17	2x CCTV Cameras	Offa Community	£2,480
Mar-17	1x CCTV laptop	Luke O'Connor House	£475
Feb-18	8x Computer Chairs	Luke O'Connor House	£552
Mar-18	1x Laptop - Meetings - Zoom Connection	Luke O'Connor House	£305
Jul-18	3x Defibrillators	Hightown Community Centre; Plas-Y-Bryn Surgery; Maesgwyn Hall	£4,470
Sep-18	1x Laptop - Deputy Clerk	Luke O'Connor House	£398
Aug-19	1x Hoover	Luke O'Connor House	£170
Oct-19	2x Litter Bins	Offa Community	£1,542
Nov-19	1x Noticeboard	Bron-Y-Dre	£1,125
Nov-19	1x Bench	Bron-Y-Dre	£945
Jan-20	1x Samsung Tablet	Luke O'Connor House	£420
Jan-20	Cooker	Maeswyn Community Centre	£1
Jan-20	Fridge	Maesgwyn Community Centre	£1
Jan-20	Dishwasher	Maesgwyn Community Centre	£1
Jan-20	3x Kettles	Maesgwyn Community Centre	£1
Jan-20	Microwave	Maesgwyn Community Centre	£1
Jan-21	2x Litter Bins	Offa community	£755
Mar-21	1x Defibrillator Cabinet	Luke O'Connor House	£460
Mar-21	2x CCTV Cameras	Sontley Road; Pen-Y-Bryn	£4,000
Feb-22	1x Defibrillator Cabinet	Evangelist Church, Bradley Road	£433.00
Jun-22	1x Meeting Room TV	Luke O'Connor House	£374.00
Aug-22	1x Laptop - Community Agent	Luke O'Connor House	£299.00
Sep-22	1x PA System	Parciau Community Centre	£1,337.00
Sep-22	2x Bespoke Benches	RWF , Kingsmills Road	£945.00
Jan-23	4x Floodlighting Columns	RWF, Kingsmills Road	£5,094.44
Jan-23	7x Slate Murals	RWF, Kingsmills Road	£4,200.00
Feb-23	1x Kyocera Printer	Luke O'Connor House	£311.00
Mar-23	1x Royal Welsh Fusilier Statue	RWF, Kingsmills Road	£70,350.00
Apr-23	1x Meeting Owl	Luke O'Connor House	£1,345.99
01/07/2023	1x Laptop - Clerk	Luke O'Connor House	£706.80
01/01/2023	1x Cooker	Luke O'Connor House	£1.00
01/01/2024	1x Microwave	Luke O'Connor House	£1.00

£122,442

REPLACEMENT PRICE

£404.00
£78.00
£1,296.00
£1,218.00
£2,393.00
£269.00
£38.00
£372.00
£2,159.00
£1,106.00
£1,128.00
£140.00
£150.00
£150.00
£195.00
£290.00
£3,400.00
£776.00
£776.00
£511.00
£86.00
£150.00
£2,294.00
£105.00
£361.00
£2,688.00
£1,148.00
£1,114.00
£2,159.00
£1,150.00
£200.00

NOTES

£776.00
£4,100.00
£4,100.00
£220.00
£682.00
£220.00
£4,122.00
£260.00
£210.00
£939.00
£1,197.00
£564.00
£130.00
£964.00
£221.00
£400.00
£134.00
£100.00
£939.00
£671.00
£4,100.00
£671.00
£260.00
£260.00
£240.00
£1,128.00
£5,604.00
£4,620.00
£260.00
£77,385.00
£2,000.00
£260.00
£220.00
£150.00

£146,411.00



GRANT GUIDELINES

Approved by Council:

Date to be Reviewed:

Please read the Grants Guidance before starting your application as the information contained on this form will help us process your grant application form.

Criteria / Parameters

A Grant will be available to community and voluntary groups and organisations in all areas of the Community. In the case of groups and organisations outside the community boundary, special consideration will be given to applications which show evidence of sufficient benefit to the residents of Offa Community.

Applicants must be able to demonstrate an organisational bank or building society account with a minimum of two signatories; a copy of their most recent statement of accounts; and, relevant governing and policy documents.

Grant applicant **MUST:**

- Support local services to be delivered, enabling people in Offa to access support closest to them
- Utilise local skills, knowledge and talents in Offa
- Empower a volunteering culture in Offa
- Support the community to feel safe when accessing the parish and services in Offa
- Enhance and enable the community for the benefit of all in Offa

Offa Community Council will only fund Groups and Organisations that: -

- Are a voluntary, community or faith sector organisation; registered charitable organisation; social enterprise; community interest company; not-for-profit community business; community amateur sports club or a not-for-profit group which has a governing document and an active management committee / board
- Operate within the Offa Community boundary, or are able to significantly show and demonstrate that the proposed activity will positively benefit Offa residents
- Are able to provide proof of a bank or building society account in the organisation's name which requires at least two signatures and, where possible, an audited set of accounts.
- Have the appropriate safeguarding policies and procedures in place and are able to evidence them if proposed activity involves vulnerable people, children or young people

Offa Community Council will only fund activities or projects that: -

- Directly involve, include or positively benefit residents within the Offa Community

boundary

Offa Community Council will not fund: -

- Incomplete applications, where the grant form has not been fully completed or not all the required information / documentation has been provided
- General running costs such as utilities, insurance, broadband, salaries or staffing costs
- Applications from National Bodies without a local link, branch or association to Offa or who are unable to demonstrate their effectiveness in the Community of Offa or the benefit to Offa residents
- Work which has already taken place or been started
- Applications where the funds will be used retrospectively
- Activities that duplicate others already taking place in the Offa area unless the application is to fund organisations working in partnership
- Activities which are mainly of a political or religious nature
- Applications from individuals, or those seeking sponsorship
- Loans against loss or debt

A grant will only be available to not for profit making enterprises. Any payments made are subject to the normal budgetary constraints of the Community Council. Payments will be made at the absolute discretion of the Community Council.

Procedure

Application forms can be obtained by contacting the Clerk.

All applications must contain the requested information as set out in the criteria section above, any incomplete applications will not be considered.

The Finance and Governance Committee will sit and scrutinise the application and will then make recommendations to the Full Council meeting.

Once approved by Full Council, the Clerk will send out a letter informing applicants of the decision and amount of grant allocated to them if applicable.

Cheques will normally be issued within a few weeks of the grant being approved, Offa Community Council request that the recipient of the grant come along to the Annual Community Meeting (normally held in April) to inform members of Offa Community Council what the funds will/have been spent on.

Applications and Decisions made by the Community Council will be recorded in the Community Council Minutes which are available for public inspection and on their website.



GRANT APPLICATION FORM

Approved by Council:

Date to be Reviewed:

Please read the Grants Guidance before starting your application as the information contained on this form will help us process your grant application form.

Contact Details

Name of Organisation:	
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Address of Organisation:	
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	Postcode:	
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Name of Applicant:	
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Position:	
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Telephone Number:	
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Email address:	
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Website:	
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Facebook:	
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About your organisation

What type of organisation are you?	Voluntary, Community or Faith Sector Organisation	
	Registered Charity	
	Social Enterprise	
	Community Interest Company	
	Not-for-Profit Community Business	
	Community Amateur Sports Club	
	Unregistered Community Group	
	Club	
Society		
Other, please state:		
What is your registered number (if you have one)		

Please tell us about your organisation, its aims and the work you undertake (in less than 200 words)

Who benefits from the activities of your organisation? (in less than 200 words)

Which other organisations do you work with locally to deliver and publicise your activities? (in less than 200 words)

Details of Funding Requested

Name of Activity / Project:	
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What evidence do you have that this activity / project is needed? (in less than 200 words)

How will your project benefit the local community within the Offa Community boundary? What advantages will it bring to Offa? (in less than 200 words)

How many people within the Offa boundary will benefit from your project?	
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Project Costs and Finances

How much is the overall cost of your activity / project?	
--	--

What will funds from Offa Community Council be used to pay for?		
Item **	Total Costs	Requested from Offa Community Council
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
Grand Totals	£	£

** Where possible, please provide any quotes and estimates (ideally 3)

Who else have you approached for funding for this activity / project? If other contributions have been secured by other funders, please write (SECURED) next to the funders name	
Contribution requested from	Total

Have you previously applied for grant funding from Offa Community Council?	Yes	No
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If Yes, when did you apply?	
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If you were successful, please briefly tell us what was funded

Declaration

I am authorised to make this application on behalf of the above organisation

I certify that the information contained in this application is correct. If the information in the application changes, I will inform Offa Community Council Council as soon as possible

I give permission for Offa Community Council to retain this information electronically. The information in this form will be used for the administration of grant applications and for statistical analysis

I also give permission for Offa Community Council to contact my organisation by phone, mail or email with information from time to time

I understand that Offa Community Council will use any personal information you have provided for the purposes described under the Data Protection Statement which can be found at https://www.offacommunitycouncil.gov.uk/Policies_and_Documents_30319.aspx.

Signed:		Date:	
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Checklist

Please enclose the following with your application. Applications will only be processed once all this information has been received

Copy of a bank statement less than 3 months old		Governing Documents	
Policy Documents (if applicable)		Copies of written estimates	

Please send your completed application preferably by email to
clerk@offacommunitycouncil.gov.uk

or by post to:-

Offa Community Council, Luke O'Connor House Resource Centre, 21 Barter Court,
Hightown, Wrexham LL13 8QT

Please ensure you keep a copy of this application form for your own records



PROTOCOL TO MARK A DEATH OF SENIOR FIGURE

Approved by Council:

Date to be Reviewed:

1. Introduction

This protocol offers guidance to the elected Members, staff and population within the boundary covered by Offa Community Council on marking the death of a senior national figure. It sets out the protocols to be observed on the death of the Sovereign, which involves the greatest number of ceremonial elements.

This document is derived from the template supplied by the National Association of Civic Officers (NACO) and is the adopted template of interpretation and implementation within Offa.

This protocol sets out the action to be taken in the event of the death of:

- HM The King
- HRH The Duke of Edinburgh
- HRH The Prince of Wales
- HRH The Duchess of Cornwall
- HRH The Duke of Cambridge
- HRH The Duchess of Cambridge
- HRH Prince George of Wales
- HRH Princess Charlotte of Wales
- HRH Prince Louis of Wales
- HRH The Duke of Sussex
- HRH The Duchess of Sussex
- HRH The Duke of York
- HRH The Earl of Wessex
- HRH The Countess of Wessex
- HRH The Princess Royal

- The Prime Minister
- The serving Member of Parliament for Wrexham
- A serving Chairman
- A serving member of the Council
- A Former Chairman of the Council

2. Purpose

- To ensure that formal protocols are observed throughout the period from formal announcement to stand down after the state funeral
- To provide the public with outlets for demonstration of grief and sympathy in a manner that observes formal protocols and maintains respectful behaviour
- To provide accurate and timely information to the public and external partners

3. Implementation of the Protocol on hearing of the death

Plans to mark a death must be implemented only when a formal announcement has been made by definite or specific announcement (i.e. 'it has been announced by Buckingham Palace/Downing Street that...').

For the death of the Sovereign or another senior member of the Royal Family the clerk will cascade information through the community to ensure timely decisions and notifications can be made.

For other figures, there may need to be consultation at the time on the ways in which such a death should be marked.

Appendix 1:	Protocol to mark the death of the Sovereign	
	Action Required	Implemented By
Date of Death (D Day)	<p>Plans to mark a death must be implemented only when a formal announcement has been made (i.e. 'it has been announced by Buckingham Palace that...')</p> <p>An official or suitably worded statement, with accompanying image will then be placed on the website. In addition, the website will be adapted with a pop-up announcement consisting of the same wording and image until the day after the funeral (D Day + 11 days)</p> <p>An official or suitably worded statement, with accompanying image will then be placed on all Council-operated social media channels. The profile photo will be blackened. The banner will be blackened, or adorned with an official or suitable image until the day after the funeral (D Day + 11 days)</p> <p>Flags, if applicable, will be lowered to half-mast on D Day until 11:00am the next day</p>	<p>Clerk And / Or Chair / Vice Chair</p>
D Day +1	<p>Following the death of the Sovereign, the day after, Proclamation Day (London), The Accession Council will read a statement proclaiming the new Sovereign in a statement from St. James' Palace (11:00am if it is a weekday, 14:00pm if it is a Sunday)</p> <p>Flags, if applicable, shall be returned to full mast at 11:00am on the morning of Proclamation Day until 13:00pm the following day (D Day +2 days)</p> <p>Books of Condolence will be opened at the County Borough, Town and Community Councils (where the latter has a recognised business premises); as well as local Churches. An official portrait or other suitable image of the Sovereign shall be displayed next to Book of Condolence with a black ribbon on the top right corner, and accompanied by a suitable flower arrangement on top of a white tablecloth</p> <p>A letter of condolence will be sent to the Private Secretary in the names of the Chair and Vice Chair</p>	<p>The Accession Council</p> <p>Clerk And / Or Chair / Vice Chair</p> <p>Chair and / or Vice Chair will be invited to the reading of the Proclamation</p> <p>Local Churches</p>
D Day +2	The following day, Proclamation Day (All	Clerk; but the

	other locations), the Proclamation will be cascaded down to County, Borough, District Councils; and will be read from the nearest Civic Building	reading of the Proclamation is optional for Community Councils
D Day +3 (or 'Middle Sunday')	Civic Services will be held	Clerk And / Or Chair / Vice Chair Local Churches
D Day + 4 - 9	Lying in State	-
D Day + 10	State Funeral	Public Holiday
D Day + 11	Period of Mourning Ends Pop-ups will be removed from websites, and social media channels will revert to usual display Books of Condolence will be archived by the Community Council Flags, if applicable will be returned to full mast	Clerk

Dress Code	<p>Whilst flags are at half-mast it is appropriate for black ties/scarves to be worn by the Chair, Councillors and staff of the Community Council, or blank armbands if preferred (Clerk can supply).</p> <p>On occasions where a full Council meeting falls during the period of mourning or on the death of the Sovereign and when the Proclamation is read it is appropriate for all Councillors and members of staff to wear a small black rosette (self-supplied) or a black armband (the Clerk has a supply).</p>
Council Meetings	Prior to the period of mourning, meetings of the Community Council which have been called in accordance with the relevant statutory notice period may still be held, although a decision will be taken with respect to the appropriateness of doing so, but all ensuing meetings will be postponed with immediate effect.
Marking a Silence	<p>The death of a Senior National Figure may be marked by a National Two Minute Silence.</p> <p>On the death of the Sovereign there will be a Two Minute Silence at 11.00am on the day of the funeral (D+10).</p> <p>It may be that Silence will be kept for other members of the Royal Family; advised for the day of the funeral as part of the funeral service.</p>
Public Holiday	The day of the State Funeral will be a Public Holiday, unless D10 falls on a Saturday.

Appendix 2: Protocol to mark the death of HRH Duke of Edinburgh / Prince of Wales		
	Action Required	Implemented By
Date of Death (D Day)	<p>Plans to mark a death must be implemented only when a formal announcement has been made (i.e. 'it has been announced by Buckingham Palace that...')</p> <p>An official or suitably worded statement, with accompanying image will then be placed on the website. In addition, the website will be adapted with a pop-up announcement consisting of the same wording and image until the day after the funeral (D Day + 11 days)</p> <p>An official or suitably worded statement, with accompanying image will then be placed on all Council-operated social media channels. The profile photo will be blackened. The banner will be blackened, or adorned with an official or suitable image until the day after the funeral (D Day + 11 days)</p> <p>Flags, if applicable, will be lowered to half-mast on D Day until 11:00am the next day</p>	<p>Clerk And / Or Chair / Vice Chair</p>
D Day +1	<p>Following the death of the Sovereign, the day after, Proclamation Day (London), The Accession Council will read a statement proclaiming the new Sovereign in a statement from St. James' Palace (11:00am if it is a weekday, 14:00pm if it is a Sunday)</p> <p>Flags, if applicable, shall be returned to full mast at 11:00am on the morning of Proclamation Day until 13:00pm the following day (D Day +2 days)</p> <p>Books of Condolence will be opened at the County, Borough, District and Community Councils (where the latter has a recognised business premises); as well as local Churches. An official portrait or other suitable image of the Sovereign shall be displayed next to Book of Condolence with a black ribbon on the top right corner, and accompanied by a suitable flower arrangement on top of a white tablecloth</p> <p>A letter of condolence will be sent to the Private Secretary in the names of the Chair and Vice Chair</p>	<p>The Accession Council</p> <p>Clerk And / Or Chair / Vice Chair</p> <p>Chair and / or Vice Chair will be invited to the reading of the Proclamation</p> <p>Local Churches</p>
D Day +2	The following day, Proclamation Day (All	Clerk; but the

	other locations), the Proclamation will be cascaded down to County, Borough, District Councils; and will be read from the nearest Civic Building	reading of the Proclamation is optional for Community Councils
D Day +3 (or 'Middle Sunday')	Civic Services will be held	Clerk And / Or Chair / Vice Chair Local Churches
D Day + 4 - 9	Lying in State	-
D Day + 10	State Funeral	Public Holiday
D Day + 11	Period of Mourning Ends Pop-ups will be removed from websites, and social media channels will revert to usual display Books of Condolence will be archived by the Community Council Flags, if applicable will be returned to full mast	Clerk

Appendix 3:	Protocol to mark the death of a Senior Royal	
	Action	Implemented By
Date of Death (D Day)	<p>Plans to mark a death must be implemented only when a formal announcement has been made (i.e. 'it has been announced by Buckingham Palace that...')</p> <p>An official or suitably worded statement, with accompanying image will then be placed on the website. In addition, the website will be adapted with a pop-up announcement consisting of the same wording and image until the day after the funeral (D Day + 8 days)</p> <p>An official or suitably worded statement, with accompanying image will then be placed on all Council-operated social media channels. The profile photo will be blackened. The banner will be blackened, or adorned with an official or suitable image until the day after the funeral (D Day + 8 days)</p> <p>Flags, if applicable, will be lowered to half-mast on D Day, and returned to full mast the following day (D Day +1). On the day of the funeral, the flag will again be lowered to half mast, and returned to full mast the following day (D Day +9)</p>	Clerk And / Or Chair / Vice Chair
D Day +8	Ceremonial Funeral	-
D Day + 9	<p>Pop-ups will be removed from websites, and social media channels will revert to usual display</p> <p>Books of Condolence will be archived by the Community Council</p> <p>Flags, if applicable will be returned to full mast</p>	Clerk

Appendix 4:	Protocol to mark the death of a Serving Prime Minister	
	Action	Implemented By
Date of Death (D Day)	<p>Plans to mark a death must be implemented only when a formal announcement has been made (i.e. 'it has been announced by Downing Street that...')</p> <p>An official or suitably worded statement, with accompanying image will then be placed on the website. In addition, the website will be adapted with a pop-up announcement consisting of the same wording and image until the day after the funeral (D Day + 8 days)</p> <p>An official or suitably worded statement, with accompanying image will then be placed on all Council-operated social media channels. The profile photo will be blackened. The banner will be blackened, or adorned with an official or suitable image until the day after the funeral (D Day + 8 days)</p> <p>Flags, if applicable, will be lowered to half-mast on D Day, and returned to full mast the following day (D Day +1). On the day of the funeral, the flag will again be lowered to half mast, and returned to full mast the following day (D Day +9)</p>	Clerk And / Or Chair / Vice Chair
D Day +8	Ceremonial Funeral	-
D Day + 9	<p>Pop-ups will be removed from websites, and social media channels will revert to usual display</p> <p>Books of Condolence will be archived by the Community Council</p> <p>Flags, if applicable will be returned to full mast</p>	Clerk

Appendix 5:		Protocol to mark the death of a Serving Member of Parliament	
	Action	Implemented By	
Date of Death (D Day)	<p>Plans to mark a death must be implemented only when a formal announcement has been made (i.e. 'it has been announced by Downing Street that...')</p> <p>An official or suitably worded statement, with accompanying image will then be placed on the website. In addition, the website will be adapted with a pop-up announcement consisting of the same wording and image until the day after the funeral (D Day + 8 days)</p> <p>An official or suitably worded statement, with accompanying image will then be placed on all Council-operated social media channels. The profile photo will be blackened. The banner will be blackened, or adorned with an official or suitable image until the day after the funeral (D Day + 8 days)</p> <p>Flags, if applicable, will be lowered to half-mast on D Day, and returned to full mast the following day (D Day +1). On the day of the funeral, the flag will again be lowered to half mast, and returned to full mast the following day (D Day +9)</p>	Clerk And / Or Chair / Vice Chair	
D Day +8	Ceremonial Funeral	-	
D Day + 9	<p>Pop-ups will be removed from websites, and social media channels will revert to usual display</p> <p>Books of Condolence will be archived by the Community Council</p> <p>Flags, if applicable will be returned to full mast</p>	Clerk	

Appendix 6:	Protocol to mark the death of a Serving Community Council Chair
	<p>The Clerk will inform all members of the Council via email (or telephone) and a message posted on social media.</p> <p>The Casual Vacancy will be advertised the day after the funeral.</p> <p>A minutes silence will take place at the subsequent meeting of the council or committee.</p>

Appendix 7:	Protocol to mark the death of a Serving Community Councillor
	<p>The Clerk will inform all members of the Council via email (or telephone) and a message posted on social media.</p> <p>The Casual Vacancy will be advertised the day after the funeral.</p> <p>A minutes silence will take place at the subsequent meeting of the council or committee.</p>

Appendix 8:	Protocol to mark the death of a Former Community Council Chair
	<p>The Clerk will inform all members of the Council via email (or telephone) and a message posted on social media.</p> <p>The Casual Vacancy will be advertised the day after the funeral.</p> <p>A minutes silence will take place at the subsequent meeting of the council or committee.</p>



SAFEGUARDING POLICY

Approved by Council:

Date to be Reviewed:

Introduction

Offa Community Council is committed to ensuring that all employees, volunteers, service users, clients and visitors are safeguarded in line with the provisions of the Working Together 2014 of the Care Act 2014 and the Mental Capacity Act 2005 (**PHSA 3.1, 3.7**)

Safeguarding means protecting an individual's right to live in safety, free from abuse and neglect. It is about people and organisations working together to prevent and stop both the risks and experience of abuse or neglect, while at the same time making sure that an individual's wellbeing is promoted including, where appropriate, having regard to their views, wishes, feelings and beliefs in deciding on any action

It must be recognised that adults sometimes have complex interpersonal relationships and may be ambivalent, unclear or unrealistic about their personal circumstances. People have complex lives and being safe is only one of the things they want for themselves

1. Scope of the Policy and Procedure

The aim of this policy and procedure is to ensure:-

- the safety of adults at risk by outlining clear procedures
- Children and young people who receive services from or are in contact are protected from harm. This includes the children of adults who receive our services or are in contact with the Council.
- service plans consider the need to safeguard adults at risk (**PHSA 2.4**)
- all employees, volunteers, service users, clients and visitors within Offa Community Council are clear about their responsibilities and are trained adequately

2. Safeguarding Adults

2.1 Definition of Adult at Risk

An adult at risk is a person aged 18 or over; who:-

- has needs for care and support (whether or not the local authority is meeting any of those needs), and

- is experiencing, or is at risk of, abuse or neglect, and
- as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it

This may include a person who:-

- is an older person who is frail due to ill health, physical disability or cognitive impairment;
- has a learning disability;
- has a physical disability and / or a sensory impairment / or communication difficulty i.e. autism;
- has mental health needs including dementia or a personality disorder;
- has a long-term illness / condition;
- misuses substances or alcohol;
- lacks capacity to make specific decisions to make particular decisions;

Within the services provided by Offa Community Council, adults at risk could be present in any group or session, at any time so this safeguarding policy statement is applicable throughout all of Offa Community Council activities and provision. In the case of suspected abuse initially staff, trustees or volunteers should raise an alert and submit this to the named Safeguarding Lead who will contact the Wrexham County Borough Council Social Care see below, and other authorities as applicable. **(PHSA 4.3)**

2.2 What is abuse?

Abuse of an adult can take many forms. Abuse is a violation of an individual's human and civil rights by any other person or persons. It can take a variety of forms and can be both overt and covert. The following list is not exhaustive, but is illustrative of the kinds of abuse that might be experienced:-

- Physical (including Female Genital Mutilation and Honour Based Violence)
- Domestic Abuse
- Psychological
- Sexual abuse
- Financial or material abuse
- Modern Slavery and Human Trafficking
- Neglect and Acts of Omission
- Discrimination abuse
- Organisational abuse
- Self-Neglect
- Deprivation Of Liberty

3. Safeguarding Children

3.1 Definition of Children at Risk

In England a child is defined as anyone who has not yet reached their 18th birthday. Child protection guidance points out that even if a child has reached 16 years of age and is: -

- living independently
- in further education
- a member of the armed forces

- in hospital; or
- in custody in the secure estate

They are still legally children and should be given the same protection and entitlements as any other child (Department for Education, 2018a).

For the purpose of this policy a child is anyone who has not yet reached their 18th birthday as defined in the Children Act (1989 and 2004). 'Children' therefore means children and young people throughout, unborn babies are also included.

3.2 What is abuse?

Abuse of a child can take many forms. Abuse is a violation of an individual's human and civil rights by any other person or persons. It can take a variety of forms and can be both overt and covert. The following list is not exhaustive, but is illustrative of the kinds of abuse that might be experienced:-

- Physical abuse
- Emotional abuse
- Neglect
- Sexual abuse
- Exploitation
- County Lines and Human Trafficking
- Modern slavery
- Forced marriage and Honour-based violence
- Female Genital Mutilation (FGM)
- Fabricated or induced illness
- Radicalisation

The Children Act 1989 provides the legislative framework for child protection in England. Key principles established by the Act include:

- the paramount nature of the child's welfare
- the expectations and requirements around duties of care to children

The Children Act 2004, which encourages partnerships between agencies and creates more accountability, by:

- placing a duty on local authorities to appoint children's services members who are ultimately accountable for the delivery of services
- placing a duty on local authorities and their partners to co-operate in safeguarding and promoting the wellbeing of children and young people

Both of these acts are amended by the Children and Social Work Act 2017, which received Royal Assent on 27 April 2017. Key provisions include:

- the Child Safeguarding Practice Review Panel was established to review and report on serious child protection cases that are complex or of national importance (Sections 12 to 15)
- the previous model of Local Safeguarding Children's Boards (LSCBs) has been replaced by local safeguarding partners who will publish reports on local safeguarding practice reviews (Section 17)
- child death review partners are required to review each death of a child normally resident in their area and identify matters that are relevant to public

- health and safety and children locally (Section 24)
- local authorities must appoint personal advisers for care leavers up to the age of 25 (Section 3)
- relationships education will be provided to primary school children and relationships and sex education will be provided (instead of sex education) in secondary schools (Section 34)

In addition to legislation specifically concerning safeguarding, there is further legislation which is designed to protect the rights of children.

Working together to safeguard children (Department for Education, 2018)

The Department for Education (DfE) published an updated version of the key statutory guidance for anyone working with children in England in July 2018. It sets out how organisations and individuals should work together and how practitioners should conduct the assessment of children. This latest guidance updates the previous version published in 2015. The main changes are: -

- three safeguarding partners: chief officers of police, integrated care boards (ICBs, previously clinical commissioning groups or 'CCGs') and local authorities replace local safeguarding children boards (LSCBs), working together with relevant agencies to protect the welfare of children in their area (Chapter 3)
- child death review partners are required to make provisions to review child deaths, replacing the previous requirement on LSCBs (Chapter 5, Section 6)
- responsibility for overseeing lessons learned from serious child safeguarding incidents lies with the Child Safeguarding Practice Review Panel at a national level, and with the safeguarding partners at a local level (Chapter 4, Section 5)

Early years providers are required to have policies and procedures to safeguard children in place (Chapter 2, Section 14). This relates to children from birth up to 1st September following the date on which they turn 5-years-old

4. Standards

4.1 Offa Community Council staff and contractors (**PHSA 2.3**) are required to:-

- Where appropriate and required by regulations have a Disclosure and Barring Service (DBS) check when they commence employment. Where this has not been undertaken staff will not be allowed to work with adults unless supervised by a member of staff who has had a clear DBS check. (**PHSA 7.2**).
- Demonstrate respect for all service users as individuals in all matters.
- Reflect on their own approach and style, recognising the inherent power their position bestows.
- Undertake relevant training in safeguarding, disclosure and diversity matters. Ask a senior member of staff if they have any uncertainties about how to deal with a specific service user (**PHSA 7.1**).
- Ensure that all service users experience a suitable and supportive environment to encourage service user disclosure of any issues which might affect the way in which they should be treated.
- Ensure all service users are aware of our Equality and Diversity policy and

that they know how to complain if they become victims of harassment bullying, unfair treatment or harassment.

- Ensure a diverse range of services and training that is sensitive to difference.
- Invite and encourage constructive feedback from service users about standards and styles of behaviour and promote an open and honest culture of respect for diversity.
- Deal with complaints of abuse, unfair treatment or harassment and bullying promptly, sensitively, confidentially and in accordance with procedures.
- Ensure that all persons working for or providing services to Offa Community Council are provided with a briefing on these safeguarding policies and procedures before any work is undertaken or any services delivered.
- Report any incidents immediately to any relevant partners or commissioners.

4.2 Service users, clients, volunteers and visitors are required to:-

- Help prevent inappropriate behaviour by challenging and reporting behaviour that appears to be causing distress to others.
- Support an open, constructive environment within which diversity is valued positively.

4.3 Dealing with claims of abuse perpetrated by internal members of staff

This Policy makes it clear how employees are expected to perform when dealing with all service users. It specifically ensures that claims made of abuse by internal staff will be investigated and dealt with.

5. Safeguarding Lead

The details of the named contact for Offa Community Council is the Clerk

The named person will have full awareness of the policy and procedures guidelines and have attended training on safeguarding endorsed by the local Safeguarding Board.

The named contact will be a single point of contact for the organisation in relation to:-

- Child Sexual Exploitation
- Female Genital Mutilation
- Prevent
- Domestic Abuse
- Honour Based Violence
- Forced Marriage
- Mental Capacity Act
- Deprivation of Liberty Safeguards
- Trafficking / Modern Slavery

5.1 First Steps

If you think abuse has or may have occurred act immediately. It is the responsibility of the person first becoming aware of a situation where there may be an adult subject to, or at risk of, abuse to make safe and deal with the immediate needs of the person. This may mean taking reasonable steps to ensure the adult is in no

immediate danger and seeking medical treatment if required as a matter of urgency.

Do NOT discuss the allegation of abuse with the alleged perpetrator.

Do NOT disturb or destroy articles that could be used in evidence. Where an assault of some kind is suspected do not wash or bathe the person unless this is associated with first aid treatment necessary to prevent further harm.

Do NOT discuss concerns or disclosures with other members of staff other than the safeguarding lead (**PHSA 3.2**).

If the allegation is about a staff member or volunteer of any organisation, ensure that the allegation is properly managed.

Contact the police if it is thought a crime has just been committed. Telephone 101 or 999 if an emergency

Record details of the allegation as soon as possible somewhere that can be kept secure. Include:-

- The allegation or concerns, including the date and time of the incident,
- What the adult at risk said about the abuse and how it occurred or what has been reported to you.
- The appearance and behaviour of the victim.
- Any injuries observed.
- Whether any dependants are also at risk (**PHSA 4.4**) (**PHSA 1.3**)

5.2 If the allegation is against a member of staff a volunteer or a service user of Offa Community Council (**PHSA 3.6**)

Offa Community Council will ensure that any allegations made against members or a member of staff will be dealt with swiftly and in accordance with these procedures:-

- The worker must ensure that that the vulnerable adult is safe and away from the person against whom the allegation is made.
- The named person for safeguarding should be informed immediately.
- In the case of an allegation involving the named person, alternative arrangements should be sought to ensure that the matter is dealt with by an independent person.
- (Note: this could be a committee member, director or anyone within the organisation that is in a senior position within the organisation and believed to be independent of the allegations being made).
- The named person should contact the local authority social services team for advice on how to proceed with the immediate situation. Outside of working hours the Emergency Duty Team can give advice and / or in the event of an emergency situation arising, the police.
- The individual who first received / witnessed the concern should make a full written record of what was seen, heard and/or told as soon as possible after observing the incident / receiving the report. It is important that the report is an accurate description. The named person (if appropriate) can support the worker during this process but must not complete the report for the worker. This report must be made available on request from either the police and /

- or social services.
- Regardless of whether a police and / or social services investigation follows, Offa Community Council will ensure that an internal investigation takes place and consideration is given to the operation of disciplinary procedures. This may involve an immediate suspension and/or ultimate dismissal dependant on the nature of the incident.
- Whistle blowing will not prejudice the position or prospects of Offa Community Council staff or volunteers (**PHSA 3.3**)

5.3 Bring the concern to the attention of your Safeguarding Lead

It is the responsibility of the Safeguarding Lead to:-

- Decide without delay on the most appropriate course of action once the allegation or suspicion of abuse has been raised.
- Deal with any immediate needs:-
 - Ensure that the victim of the alleged abuse is safe
 - Ensure that any necessary emergency medical treatment is arranged
 - Ensure that no forensic evidence is lost
 - If the alleged perpetrator is also an adult at risk, ensure that another member of staff / manager is allocated to attend to their needs and ensure that other service users are not put at risk.
- Clarify the facts stated by the member of staff but do NOT in any circumstances discuss the allegation of abuse with the alleged perpetrator or, if possible, the victim.
- Check that the circumstances fall within the safeguarding adult's procedure i.e. meeting the definition of abuse as defined in this Policy and Procedure.
- Address issues of consent and confidentiality, taking care to not promise confidentiality
- A formal referral must be made on the same day as the alert is raised when:
 - A crime has been, could have been, or yet could be committed.
 - There is a suspicion that an abuse has taken place.
 - The allegation involves a child
 - The alleged perpetrator is themselves an adult at risk.
 - They are unsure if abuse has taken place
- Where a decision is made NOT to refer, the alert must be recorded, with the reasons for the decision not to refer.
- All incidents, allegations of abuse and complaints must be recorded, monitored and available for internal and external audit. (**PHSA 2.1, 2.2**)

4.4 The Referral Stage

This involves bringing the concern regarding alleged abuse or potential abuse formally to the attention of the following authorities as appropriate:-

- To make an Adult Protection Referral
- If you think a crime may have been committed – Telephone **101** and specify it is a safeguarding issue (**999** in an emergency).
- For out of hours support, any concerns relating to a child or adult at risk of abuse and neglect should be directed to Wrexham County Borough Council Emergency Duty Service on 0345 053 3116 (Social Services) or 01978

292066 (Adult Social Care) .

The person making the referral should ideally have the following information available; however, the lack of any of this information should not delay the referral:-

- The name of the adult
- Date of birth and age
- Address and telephone number
- Why the adult is considered to be at risk
- Whether consent has been obtained for the referral, and if not the reasons e.g. the adult lacks mental capacity or there is an over-riding public interest (e.g. where other adults or children are at risk)
- What the person involved has said they want to happen next (the referral needs to be made, with details of those involved even if the person has not given consent, but this needs to be included in the information given)
- Whether there are any concerns or doubts about the mental capacity of the adult at risk
- Whether the police are aware of the allegation, and whether a police investigation is underway

The designated lead should receive acknowledgement of the referral from the relevant agency, and be given feedback about what happens next. This will not always be appropriate to pass on to the person completing the first account report.



SOCIAL MEDIA POLICY

Approved by Council:

Date to be Reviewed:

1. Introduction

The use of digital and social media now has a clear and compelling impact on all areas of local government enabling better and more direct contact between the Council, the people and businesses it serves and the agencies that it works with.

This Social Media Policy aims to describe how the Council will use social media to improve and expand the ways in which it communicates internally, with its local residents, local businesses and the various government (local and central) agencies that it deals with.

Social media provide alternative channels (to written correspondence, telephone and face to face conversation) for the Council to inform and respond to questions and queries raised by people who live in, work in and visit the community of Offa. It also enables the Council to deal more efficiently with the various agencies (e.g. the surrounding communities, district council and the county council) that deliver services to local people.

2. The Policy

Use of digital and social media will form an integral part of how The Council delivers its services in a way that improves the communications both within the Council and between the Council and the people businesses and agencies it works with and serves.

The Council has a corporate presence on the web and an e-Mail channel which it uses to communicate with people who live in, work in and visit the community of Offa. The Council will always try to use the most effective channel for its communications.

We may ask those who contact us for their preferred channel of communication when we deal with them.

Over time the Council may add to the channels of communication that it uses as it seeks to improve and expand the services it delivers. When these changes occur this Social Media Policy will be updated to reflect the new arrangements.

3. Rules and Expectations

Most online communities have their own rules and guidelines, which we will always abide by.

We promise that any communications (this includes all content on the Council's web site) from the Council will meet the following criteria: -

- Be civil, tasteful and relevant;
- Not contain content that is unlawful, libellous, harassing, defamatory, abusive, threatening, harmful, obscene, profane, sexually oriented or racially offensive;
- Not contain content copied from elsewhere, for which we do not own the copyright;
- Not contain any personal information, other than necessary basic contact details;
- Will be moderated by either the Clerk or the Chair of the Council.
- Social media will not be used for the dissemination of any political advertising

Equally, we expect any communications to the Council to meet the following criteria: -

- Be civil, tasteful and relevant;
- Not contain content that is unlawful, libellous, harassing, defamatory, abusive, threatening, harmful, obscene, profane, sexually oriented or racially offensive;
- Not contain content copied from elsewhere, for which the enquirer does not own the copyright;
- Not send large volumes of the same message (also called "spamming");
- Not to contain anyone's personal information, other than necessary basic contact details;

4. Channels and Responsibilities

4.1 Website

The Council maintain one web site: www.offacommunitycouncil.gov.uk

The Clerk is responsible for the content which is published to the web site. Where necessary, we may direct those contacting us to our website to see the required information, or we may forward their question to one of our Councillors for consideration and response.

We may not respond to every comment we receive particularly if we are experiencing a heavy workload.

The Council may, at its discretion, allow and enable approved local groups to have and maintain a presence on its website for the purpose of presenting information about the group's activities. The local group would be responsible for maintaining the content and ensuring that it meets the Council's "rules and expectation" (see previous page) for the web site. The Council reserves the right to remove any or all of a local group's information from the web site if it feels that content does not meet the Council's "rules and expectation" for its web site.

Where content on the web site is maintained by a local group it should be clearly marked that such content is not the direct responsibility of the Council.

4.2 Email

The email account is monitored mainly during office hours, Monday to Friday, and we aim to reply to all questions sent as soon as we can and within 5 working days.

The Council maintain one email address: clerk@offacommunitycouncil.gov.uk

The Clerk is responsible for dealing with email received and passing it on to the relevant Councillor or external agency to deal with.

The recognised procedure for the sending of e-Mails from the Council to local residents, businesses and organisations is that they will be sent by the Clerk. Where Councillors need to communicate with local residents, businesses and organisations they should, preferably, keep to the recognised procedure by sending their email to the Clerk.

Where for reasons of expediency this is not practical the email concerned must be copied to the Clerk.

4.3 Facebook

The Council currently operate one Facebook Page: The Council

4.4 Twitter

The Council does not currently operate a Twitter page.

4.5 YouTube

The Council does not currently operate a YouTube channel

5. Internal Communication and Access to Information

The Council is continually looking at ways to improve its working and the use of social media is a major factor in delivering improvement.

Councillors are expected to abide by the “our rules and expectation” section (shown earlier in this document) in all their work on behalf of the Council.

As more and more information becomes available “at the press of a button” it is vital that all information is treated sensitively and securely. Councillors are expected to maintain an awareness of the confidentiality of all information that they have access to and not to share that information with anyone unless they are sure that it is reasonable to do so. Failure to properly observe confidentiality may be seen as a breach of the Council’s Code of Conduct and will be dealt with through its prescribed procedures. (At the extreme it may also involve a criminal investigation).



TRAINING AND DEVELOPMENT POLICY

Approved by Council:

Date to be Reviewed:

Introduction

Offa Community Council recognises that its most important resources are its Councillors and Officers and it is committed to keeping them apprised of current issues and to developing them to their potential. Some training is necessary to ensure compliance with all legal and statutory requirements.

Training can be defined as “a planned process to develop the abilities of the individual and to satisfy current and future needs of the organisation” (Chartered Institute of Personnel and Development)

The objectives of this Policy are to:-

- Encourage Councillors and Officers to undertake appropriate training and development
- Allocate training in a fair manner
- Ensure that all training is evaluated to assess its value.
- Ensure that the Community Council has the necessary skills to plan and deliver high quality services.

Commitment to Training

Offa Community Council is committed to the training and development of all Councillors and Officers to enable them to make the most effective contribution to the Council’s aims and objectives in providing the highest quality representation and services to the Community.

There are a number of benefits to training:-

- Improves the quality of the services and facilities provided by the Council.
- Enables the organisation to achieve its corporate aims and objectives.
- Demonstrates commitment to employees and acts as a motivator, attractor and retention aid.
- Enables Councillors to undertake their duties to the best of their ability.
- Improves the skill base of both Councillors and employees and aids team working.

Councillors

Councillors bring a vast range of skills and experience to the Council. However, both local government and the world around it are fast changing and it is an essential investment to develop Councillors to their full potential. In addition, the Council is likely to have a number of new functions over the coming years and it will be important for Councillors fully appreciate the implications of the decisions they make.

The Council will establish a comprehensive Development Programme for Councillors, based on the following approach:-

- Skills development for individual Councillors or groups of Councillors.
- Seminars, Briefings and Workshops to raise general awareness of topical issues.
- Briefings and awareness raising prior to making a key decision or policy

A rolling programme will be established immediately following the adoption of this Policy and following normal elections and updated annually.

Certain training is identified as essential for all Councillors including:-

- Induction for new Councillors;
- General Power of Competence;
- Code of Conduct and Ethical Framework
- Equality responsibilities.
- Understanding the Planning System (for Councillors of Planning and Environment Committee).

Some Councillors may have undertaken relevant training at principal Council level or in some cases as part of their employment.

Training needs are prioritised by the Staffing Committee following advice from the The Clerk and completion of a questionnaire by Councillors.

Employees

An annual training and development plan will also be established by the The Clerk and approved by Staffing Committee for employees and volunteers. It will however be flexible to accommodate new Officers or newly identified needs.

Training needs are determined by the appraisal process and are set as targets for individual Officers Councillors by the The Clerk on a yearly basis. Training needs are also identified during the appointment process and by informal discussion. Although sometimes training does need to be prioritised, the Council will try to accommodate requests from Officers which are reasonable and appropriate.

Certain Officers are required to hold valid First Aider qualifications or be trained as Fire Wardens. Training is prioritised on the following grounds (not in priority order): -

- Legislative requirements e.g. health and safety
- Changes in relevant legislation
- Changes in systems, new working methods or equipment
- New or revised qualifications available
- The delivery of devolved or new services
- Specialist need.

- Unexpected need e.g. following a service failure or accident
- Identified competence issue

Corporate training is necessary for subjects including corporate objectives or working practices, equality, health and safety.

Other considerations include:-

- Implications of employee release for training courses upon the operational need and capacity of the Community Council
- Economic and effective means of training the employee
- Provision and availability of the training budget
- Continued professional development in line with requisite professional bodies.

All new Officers will receive induction training.

Resourcing Training

Sufficient funds are allocated in the budget for Officers and Councillors for training purposes with a forecast of anticipated expenditure presented to Councillors for consideration each year as part of the Budget setting process. Separate budget headings are allocated for Councillors and Officers

Qualifications

Employees may apply to take qualification training. These will be considered on an individual basis and will be dependent upon the need or priorities of the Community Council. Qualifications may include:-

- National Vocational Qualifications (NVQs)

The Community Council view these as accrediting existing knowledge and is greatly encouraged.

- Career Personal Development (CPD)

The Community Council supports the Career Personal Development of all its employees.

- Employees will be required to attend training courses, workshops or seminars where necessary relating to legal responsibilities and corporate standards

Delivery

Councillors training, learning and development opportunities will be arranged predominately by One Voice Wales (OVW). This will be supplemented as appropriate by in-house provision, the use of local training organisations and by inviting "guest speakers" to Council or committee meetings.

Most Officers training needs are catered for by One Voice Wales, Society of Local Council Clerks (SLCC), or local colleges, again supplemented by specialist providers.

Some joint training for both Councillors and Officers is not only cost effective but often gives added value through a cross fertilisation of ideas.

Officers and Councillors attending courses are encouraged to pass on what they have learned to colleagues where appropriate.

Financial Assistance

The cost of training for Councillors will be paid for by the Council and reasonable associated costs such as travel and subsistence, reimbursed.

The Community Council will pay and/or assist with expenses incurred to cover the cost of tuition and examination fees for employees provided that the training is approved by the The Clerk

Costs for travel to tuition, courses or examination will generally be paid. This will include such expenses as:-

- Course fees
- Examination fees
- Associated Councillorship fees
- The purchase of resources to complete a course or examination

Where training is provided for a qualification or exceeds the general costs of training, then employees will be expected to sign an appropriate agreement to manage the risks associated with the Council's investment in the training. If an employee fails to sit an examination within a reasonable period of time, fails to satisfactorily progress or discontinues the course, the Community Council may withdraw its support and may request reimbursement of the financial assistance the employee has received to that date

Should any absence from attending any training or courses occur, it must be reported to the The Clerk immediately. Failure to do so may result in disciplinary action being taken.



VOLUNTEER POLICY

Approved by Council:

Date to be Reviewed:

Introduction

Offa Community Council recognises the valuable contribution that volunteers make to Offa and its community. They can bring a richness of skills and experience and can often provide a vital bridge to the community.

The Community Council recognises that a volunteer is someone who chooses to commit their time, energy and is motivated because it is their choice to volunteer and give their time freely.

Status of Volunteers

A volunteer is not an employee and will not have a contract of employment. The role will be discussed by a Community Council Officer with the volunteer and there will be an expectation that the volunteer will meet the roles requirements as well as the time commitment, frequency and availability required.

Volunteers are encouraged to inform Offa Community Council as soon as possible if they are unavailable or wish to withdraw from their voluntary role.

Principles

Offa Community Council:

- Recognises that voluntary work brings benefits to volunteers themselves and others;
- Will ensure that volunteers are properly integrated into the organisational structure and that mechanisms are in place for them to contribute positively to the organisation
- Will not introduce volunteers to replace paid staff
- Expects that staff at all levels will work positively with volunteers and, where appropriate, will actively seek to involve them in their work where appropriate
- Recognises that volunteers require satisfying work and personal development and will seek to help volunteers meet these needs, as well as providing the training for them to do their work effectively
- Will endeavour to identify and cover the costs of involving volunteers
- Recognises that the management of volunteers requires designated responsibilities within specific posts
- Will endeavour to involve volunteers from a wide range of backgrounds and abilities and ensure our volunteering opportunities are as accessible as possible

Recruitment

We will endeavour to recruit volunteers through a range of methods including word of mouth, advertising, talking to other agencies and making contact with local volunteering organisations.

We will also endeavour to help any volunteer overcome barriers that they may make it difficult for them to volunteer at Offa Community Council.

The Offa Community Council Equal Opportunities Policy will be adhered to at all times in relation to the recruitment and support of volunteers.

All volunteers will be asked to sign a Volunteer Agreement, which requires them to abide by the policies and procedures of Offa Community Council it sets out what the volunteers and what the project can expect from each other.

DBS (Disclosure and Barring Service) checks and references may be required for some volunteer roles, especially where regular contact with children and vulnerable people is necessary. This requirement would be discussed with relevant volunteers. A volunteer will be informed if we intend to apply for DBS checks. DBS checks are not a reflection on the individual, but a legal requirement in certain circumstances

Health and Safety

Offa Community Council has responsibility for the health and safety of volunteers. Volunteers should at all times follow the Health and Safety policies and procedures. Volunteers have a duty to take care of themselves and others who might be affected by their actions. Volunteers should not act outside their authorised area of work. Volunteers should report all accidents to the appropriate person and should be recorded in the accident book.

We will provide volunteers with appropriate guidance on any health and safety issues that arise.

Health and Safety

Offa Community Council takes their role in the safeguarding of volunteers, staff and other members of the public seriously and as such have a Safeguarding Policy to be followed at all times.

Insurance

Offa Community Council will ensure that volunteers are covered for insurance purposes in respect of personal injury. The Community Council will ensure that volunteers are provided with professional and public liability. The insurance will not cover unauthorised actions or actions outside the volunteering agreement.

Induction and Training

All volunteers will receive an induction to familiarise them with the work of Offa Community Council in general and their own particular area of work. Training will be offered where it helps to fulfil the role.

Support and Supervision

All volunteers will have a named person as their main contact at Offa Community

Council. They will be given regular feedback and provided with an opportunity to discuss how things are going and air any problems.

Networking meetings between volunteers will be developed to encourage peer support and share experiences.

Expenses

Volunteers will be reimbursed for out of pocket expenses incurred on behalf of Offa Community Council as long as this has been approved in advance. Receipts will be required.

Grievance

The relationship between Offa Community Council and its volunteers is entirely voluntary and it does not imply any contract. However, it is important that Offa Community Council is able to maintain its agreed standards of service to those who visit the premises and it is also important that volunteers should enjoy making their contribution to this service. If, in their role volunteering for us, a volunteer does not meet with our standards, their case will be dealt with in the same manner as a paid member of staff.

If a volunteer has any concerns regarding our treatment of them and this has been fully discussed with their named contact, but they are still not satisfied, any complaint may be taken to the The Clerk.

AGENDA ITEM 12



Report Purpose: To consider a new Committee Structure for 2025 – 2026.

Version Control: 1

Author(s): Clerk and RFO

1. Report Summary

The report outlines proposals for a new Committee Structure which will be implemented from May 2025 onwards.

2. Position

Offa Community Council first became a Local Authority in 1985. For most of its near 40 year history, it has maintained a fluid mode of operation; however, and with the formal business of the Community Council growing more and more frequently, there is a real opportunity to implement a system which will help to channel much of this work and strike a balance with the length of time it takes to process such work. Therefore, it proposed to implement the following Committee Structure from May 2025 onwards: -

- Full Council meetings will be held towards the end of every other month.
- Finance and Governance Committee meetings will be held in the middle of alternating months. The voting membership will consist of the Chairs and Vice Chairs of Council and Committees plus three others (9 in total).
- Community and Events Committee Meetings will be held in the middle of alternative months. The voting membership will be 7 in total.
- Planning and Environment Committee meetings will be held at the start of every month. The voting membership will be 7 in total.
- Staffing Subcommittee meetings will primarily be held in both September and March, but also as and when required. The voting membership will be 5 in total.
- Environment Subcommittee meetings will be held as and when required. The voting membership will be 5 Councillors in total, other relevant parties will sit as laymembers.

3. Financial Impact

AGENDA ITEM 12

The financial impact to the Community Council is nil.

4. Conclusions

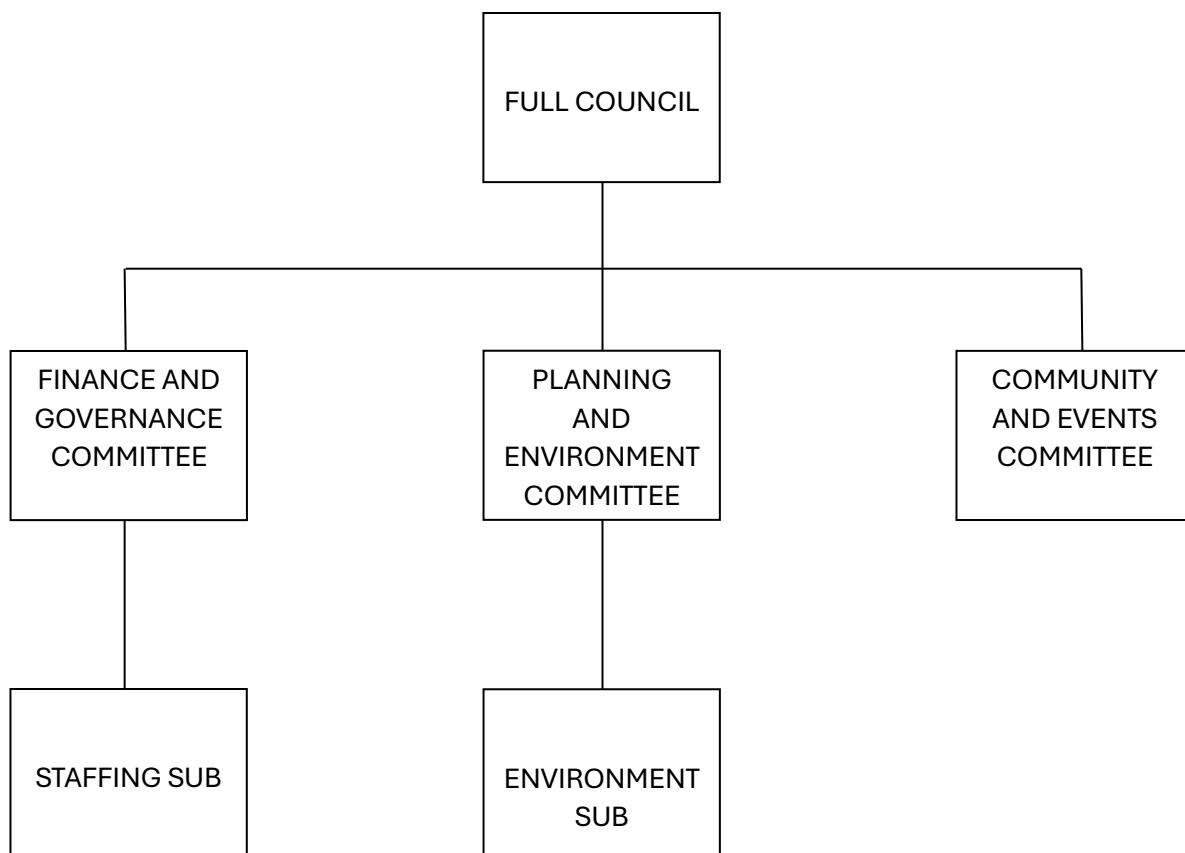
It is concluded the Community Council will benefit from a revised Committee Structure.

5. Considerations Sought

- To consider a new Committee Structure from May 2025 onwards.



COMMITTEE STRUCTURE 2025 - 2026





Police and Crime Plan

2025-2028



SWYDDFA COMISIYNYDD HEDDLU
A THROSEDD GOGLEDD CYMRU
OFFICE OF THE POLICE & CRIME
COMMISSIONER NORTH WALES

HEDDLU
GOGLEDD CYMRU
NORTH WALES
POLICE



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My Priorities



A local neighbourhood policing presence

- Serious and Organised Crime
- Rural and wildlife crime
- Road safety
- Antisocial behaviour

Supporting victims, communities and businesses

- Violence against women and girls
- Business and retail crime
- Responsiveness
- Cyber crime
- Hate crime
- Modern Slavery, Human Trafficking and Organised Immigration Crime



A fair and effective criminal justice system

- Domestic Violence Perpetrators
- The North Wales Victims' Panel
- Equality, diversity, inclusion and ethics



Foreword

I feel immensely honoured to have been re-elected as Police and Crime Commissioner (PCC) by the people of North Wales in May 2024. It shows that they are happy with the work I have been doing over the last three years to make policing more effective, efficient and accountable. There is always more work we can do and this, my second Police and Crime Plan, sets out my priorities for the next four years and what our communities across North Wales can expect from their Police Force.

My pledge to the people of North Wales is simple – I will continue with my constructive, challenging and collaborative ‘deep dive’ approach to North Wales Police’s performance, which I believe has contributed to the improvements we have seen during 2023/24 where crime fell by 13% and positive outcomes for victims increased.

Ahead of the election, I once again published a clear vision for a safer North Wales through my manifesto. It is the vision the public voted for, it is the vision that I have consulted on extensively since being re-elected and it is the vision contained within this Plan.

I have written this Plan with your help and I am grateful to the thousands of people that completed my survey and those that I have had the opportunity to meet since being first elected in May 2021.



I have listened to what the public want through an extensive consultation exercise which saw more than double the number of responses I received in 2021. I have listened to the concerns of the business community and the voluntary sector that works so hard to support us. I have listened to the police officers, police staff and volunteers who carry out their roles with the utmost professionalism and dedication. And, of course, I have listened to the Chief Constable and senior officers. I have also consulted our statutory partners and considered the findings of the national strategic assessment and the local assessment conducted by North Wales Police.

This Police and Crime Plan covers my four-year term as Commissioner (ending May 2028). I will closely monitor how North Wales Police and our partners deliver against the priorities outlined here. I look forward to seeing effective partnership working in the years ahead to deliver these priorities.

Andy Dunbobbin
Police and Crime Commissioner
for North Wales

Priorities and objectives

A local neighbourhood policing presence

Serious and Organised Crime

Prevent and reduce the risk and harm caused by Serious and Organised Crime (SOC) within our communities through awareness, targeted enforcement and collaboration.



Why is it a priority?

SOC presents a significant threat to the day-to-day lives of people in North Wales and poses substantial challenges for North Wales Police. The UK government defines SOC as individuals planning, coordinating, and committing serious offences, whether individually, in groups and/or as part of transnational networks. The main categories of serious offences covered by the term are child sexual exploitation and abuse; illegal drugs; illegal firearms; fraud; money laundering and other economic crime, bribery and corruption, organised immigration crime, modern slavery and human trafficking, and cyber crime.

Locally many problems that appear as antisocial behaviour are directly a consequence of the activities of organised crime gangs, along with the thefts of vehicles, equipment, and livestock from rural communities.

Here in North Wales SOC can have a corrosive effect in all areas of life. Organised criminal networks engaged in such activities will prey on the most vulnerable, turning their lives to misery, affecting our local businesses, and damaging the economy in North Wales.

County Lines drug supply networks, exploiting children for sexual abuse and defrauding of life savings are just examples of the offences all too often being committed. If not prevented, criminals will use violence and intimidation to bring an area into decline. Criminal gangs are increasingly devious, sophisticated, and make use of modern technology. They exploit the internet, often operating across international borders and without concern for the consequences. The long-term impacts of such crimes on people's health and well-being can be devastating. Furthermore, criminals make huge profits and enjoy a lifestyle financed by their ill-gotten gains as everyone else suffers.

What will I do?

- I will scrutinise and monitor North Wales Police performance on the Serious and Organised Crime Strategy.
- As the lead convenor under the Serious Violence Duty, I will collaborate and plan to prevent and reduce serious violence. In particular, tackling criminal exploitation.
- I will ensure the Regional Organised Crime Unit (ROCU) continues to provide specialist capabilities to tackle serious and organised crime that crosses borders into North Wales.
- I will work with local authorities, community safety partners and the third sector to look at all opportunities to prevent and disrupt serious and organised crime.
- I will commission appropriate and targeted services that support victims and divert offenders away from SOC.
- I will explore maximum funding opportunities to continue to support investment in preventative, proactive and analytical resources to tackle organised crime groups.

What does success look like?

- Greater organisational knowledge of SOC and successful delivery of the SOC Strategy.
- Having the capacity and capability to successfully investigate SOC.
- Increased awareness and reporting of SOC.
- Diverting and supporting children and young people away from SOC.
- A resilience to SOC embedded into our most vulnerable communities.





Rural and wildlife crime

Prevent and tackle rural crime, protecting communities through targeted action addressing local needs.

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Why is it a priority?

Rural crime is predominately offences that occur in the countryside that affect farming, rural communities, wildlife and habitats. North Wales has a vast rural community that makes an extensive contribution to our Force area. In my previous term in office, I worked closely with the farming unions to develop relationships and ensure that the voice of rural communities is heard. Working with rural communities will remain at the forefront of my engagement to reduce crime and build confidence in policing.

While the volume of crime in rural communities is often lower than in urban locations, the consequences and effect often have a much deeper and far-reaching impact. Farms are homes as well as businesses, which can leave farmers and their families feeling isolated and vulnerable when they are targeted by criminals. The negative impact that crime can have on the farming community can result in a deterioration in mental health. The rural location can provide significant challenges when accessing services and we must work together to deliver support for those who need it.

Policing rural areas is a challenge. However, North Wales Police's specialist Rural Crime Team have enhanced the rural communities' access to policing services. The We Don't Buy Crime initiative has provided thousands of farmers with prevention packs and SmartWater to deter the theft of farm equipment and machinery. There are, however, challenges when tackling other crimes, such as domestic abuse, burglary, and drugs offences due to their differing demands from those found in urban areas.

In 2023, the Welsh Government, in partnership with all four Welsh police forces, developed the Wales Wildlife and Rural Crime Strategy. The strategy highlights five areas of concern surrounding rural crime which include farm crime, bird crime, habitats, mammals and European protected species, mental health and domestic abuse. The overall purpose of the strategy is to ensure that rural communities, habitats, and wildlife receive the highest service and protection from the police.

What will I do?

- I will continue to work together with farming unions and key partners to ensure effective policing in our rural communities.
- I will encourage the reporting of rural crime through promotion with partners.
- I will support the ongoing vital work of our dedicated Rural Crime Team.
- I will create a rural crime forum.

What does success look like?

- Effective policing of rural communities.
- Increased awareness and confidence to report rural crime and increased understanding of the intelligence picture.
- Organisational awareness, capacity and capability to successfully tackle and prevent rural crime.
- Productive engagement with rural communities and partners.





Road safety

Enhance road safety and reduce collisions through education, awareness and enforcement.

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Why is it a priority?

Road safety continues to be an issue for the communities of North Wales and covers a wide spectrum from antisocial driving to dangerous driving. Reducing the number of individuals killed or seriously injured on our roads will continue to be my focus. I will work alongside North Wales Police and partner agencies to improve road safety through education, enforcement and prevention.

My Focus

Fatal 5

The Fatal 5 are the primary causes of deaths and serious injuries on our roads. The five are driving carelessly, drink/drug driving, speeding, use of mobile phones, and not wearing a seatbelt. My road safety priority will aim to focus on each of the Fatal 5 to reduce the widespread damage that collisions have on our communities.

Young Drivers

The education of young drivers is vital in reducing the fatalities and serious injury collisions on our roads. I will work to educate, raise awareness and fight for change to protect our communities from dangerous driving. There are two campaigns which I will be supporting during my term in office. The first is a campaign called Olivia's Story, about Olivia Alkir, who tragically died in 2019 following a collision caused by young drivers racing.

The death of Olivia has sparked the campaign to change the law for all new drivers to have a black box fitted which monitors their driving. The second is a request by the AA for new drivers to be prevented from carrying passengers under the age of 21 for the first six months after passing their test. I will continue to use my platform to raise awareness and see changes.

Motorcyclists

The number of motorcyclists killed and seriously injured represented 32% of all fatal casualties in North Wales in 2023. This number has reduced in 2024 due to the ongoing engagement and education provided by North Wales Police. Under Operation Darwen, North Wales Police have worked on engagement and education with motorcyclists using the THINK Bike campaign and Bike Safe. At the time of writing, I am aware of increased incidents of antisocial behaviour linked to the use of e-bikes and e-scooters. As part of my scrutiny and holding the Chief Constable to account I will ensure that these campaigns continue and that there are adequate resources within the roads policing team.



What will I do?

To improve road safety, I will work with North Wales Police, Welsh Government and Local Authorities to ensure North Wales roads are safe and secure.

To complete this I will adopt the following priorities:

- I will support the enforcement and education of the Fatal 5.
- Work closely with Welsh Government and Local Authorities to ensure road safety remains a priority.
- Work with local communities and councillors to tackle speeding hotspots.
- Support campaigns to reduce road-related deaths.
- I will work with the UK and Welsh Government to introduce new legislation to protect our communities from Antisocial behaviour (ASB) associated with e-bikes and e-scooters.

What does success look like?

- Preventing and reducing those killed or seriously injured.
- Supporting victims and families following fatal and serious injuries.
- Organisational awareness, capacity and capability to successfully make North Wales roads safer.

Antisocial behaviour

Reduce and tackle antisocial behaviour through visibility, collaboration and engagement.

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Why is it a priority?

Antisocial behaviour (ASB) can have a significant negative impact on the lives of those directly affected and victims may be targeted multiple times over prolonged periods. Where ASB occurs regularly it sends ripples through local communities with increased fear of crime. Where ASB is high, crime often follows. For all these reasons, it is important that ASB is, and continues to be, a focus for neighbourhood policing.

Dealing with ASB also puts a high demand on police resources, so using problem-solving approaches to resolve issues early and reduce repeat demand over time is important. Early intervention and problem solving alongside use of police powers and excellent partnership working within communities, businesses and other professionals forms the building blocks for tackling ASB effectively.



What will I do?

- I will continue to focus on neighbourhood policing teams providing a visible policing presence on our streets.
- I will monitor the Force's Neighbourhood Policing Performance Framework, and its three themes (1) Community Engagement (2) Problem Solving and Crime Prevention and (3) Targeted Activity.
- I will monitor the Force in tackling ASB and repeat offenders through the use of Problem-Oriented Partnership (POP) plans.
- I will monitor the use of Community Resolutions by the Force, which uses evidenced-based approaches and partnership working to tackle issues.
- I will continue to advocate for children and young people to have access to diversionary activities with partners. Where intervention is required, work with the Youth Justice Service is vital as is use of early intervention tools such as Yellow Cards and Second Chance, which aim to prevent reoffending and stop children and young people from entering the Criminal Justice System.

What does success look like?

- Reduce the ASB within our communities.
- Reduce ASB re-offending.
- Community services and activities in place for children and young people.
- Effective partnership problem solving.



Priorities and objectives

Supporting victims, communities and businesses

Violence against women and girls

Making North Wales safer for women and girls. Preventing and reducing violence by ensuring their safety through intervention, education and proactive support.



Why is it a priority?

Violence against women and girls will remain one of my key priority areas. The harm caused damages lives and lasts years, and impacts not only the individual but the wider family, often affecting children the most. It is important that those suffering have the confidence to report and that, when they do, effective support is in place for them. This violence can be physical, sexual, mental or financial and offences can encompass domestic abuse, sexual violence, stalking and harassment.

I acknowledge that domestic violence is also committed against men and boys. However, this is predominantly a gender-based crime, with the majority of offences committed by men and boys against women and girls. Women and girls will therefore remain the focus of our strategies and approaches. I recognise that there are victims from the LGBTQ+ community or those who are victims of honour-based abuse, each facing a unique set of challenges.

Bringing perpetrators to justice is a priority. It provides justice for victims and survivors. It also prevents future victims by the same perpetrator and increases confidence for others to come forward. I also recognise that perpetrators often have complex histories of trauma, so support and rehabilitation need to be in place to prevent reoffending. However, protecting and safeguarding victims and their families is the first priority.

What will I do?

- I will continue to commission services that support victims and survivors.
- I will continue to work with key partners and organisations committed to supporting victims and survivors, and support early intervention programmes.
- I will support research into understanding the needs of victims and survivors and the evaluation of programmes that offer support and advocacy and early intervention work.
- I will support the Welsh Government in delivery of the VAWDASV Blueprint, including tackling harassment in public and workspaces, supporting specific needs of children and young people and the elderly, and tackling perpetrators.
- I will maintain oversight and scrutiny of criminal justice partners to deliver justice for victims/survivors.
- I will work with partners to ensure we support early intervention programmes to tackle misogyny and toxic culture.

What does success look like?

- Joined up partnership delivery and services that support victims and survivors.
- Improved positive outcome rates.
- Reduction in investigation timelines.
- Police are delivering against strategic plans in the fight against violence against women and girls.
- Increased use of Ancillary Orders to protect victims, survivors and effective enforcement.



Business and retail crime

Reduce business and retail crime, supporting the local economy through targeted prevention and strong partnerships with businesses.

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Why is it a priority?

North Wales is home to numerous businesses of all sizes. The retail sector helps provide vital services to our villages and towns and keeps them vibrant. Our history, heritage and natural environment attract millions of tourists every year, boosting the hospitality sector.

I do not want our local businesses to struggle with the financial impact of business crime, impeding investment and the growth of operations and impacting the local economy. No business or shop workers deserve to experience physical and verbal abuse when they go to work. Neither do shoppers want to witness these offences, causing them to live in fear and avoid our local villages and towns.



What will I do?

- I will work to reduce fraud and cyber crime.
 - As joint APCC Lead on Retail and Business Crime, I want to work with local retailers to ensure they know what and how to report to the police.
 - I want to ensure that police attend where staff have been abused or threatened. Prolific offenders must be pursued.
 - It is vital that business and retail owners and the police work together to make best use of the technologies available to identify suspects and gather evidence.
-

What does success look like?

- Early intervention and diversion away from the criminal justice system.
- Reduced reoffending.
- Good relationships and engagement with business community and embedding the Retail Crime Action Plan.
- Sharing best practice to improve crime prevention.

Responsiveness

Ensuring a quality and timely response increasing public satisfaction and confidence.

.....

Why is it a priority?

The responsiveness of North Wales Police is raised by members of the public, both with me and my Deputy, far more than any other issue. By responsiveness I mean how quickly a call is answered, how well is it dealt with, and how quickly the Force attends the incident (if required).

Responsiveness also means having a range of effective contact channels available to meet demand and ensuring that the public receive an effective response on all channels.

The 101 non-emergency system in particular is frequently raised, with the public making reference to long wait times and the calls not being answered at all on some occasions.



What will I do?

- I will continue to invest in communication and digital technology in order to improve how the public connect with the Force.
- I will continue to hold the Chief Constable to account on how the Force respond to calls for service, including from 999 and 101 calls.
- I will raise public awareness of the various channels available to make contact.
- I will ensure individuals get the right agency response to their needs.

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What does success look like?

- Response times of a high national standard.
- Raised awareness of public communication methods.
- Communication methodology aligns to the demographic of North Wales.
- A collaborative and professional response tailored to individual needs.

Cyber crime

Prevent and combat cyber crime, protecting individuals and businesses through awareness, education and technology.



Why is it a priority?

While traditional acquisitive crime such as burglary and vehicle crime remain one of the public's greatest concerns, in reality we are much more likely to be victims of cyber crime than we are to be a victim of a 'traditional' crime. Fraud and cyber crime cover a vast array of offences.

Investigating these crimes and bringing perpetrators to justice is incredibly complex and is a huge challenge to the Force. In support at national level, I will continue to work with UK Government, the National Crime Agency (NCA) and the North-West Regional Organised Crime Unit (ROCU).

What will I do?

- Fund and promote cyber fraud awareness campaigns.
- Hold the Chief Constable to account for pursuing and bringing to justice those who groom children online or those who download or share images of abuse.
- Raise awareness of how children and adults can stay safe online, how to recognise online grooming, exploitation, and radicalisation.
- Support vulnerable people, particularly older people, to be safe online through educational programmes.
- Contribute to national policy discussions to support local practice.
- Ensuring that the Force has the resources, training, and structures in place to ensure investigations can remain effective in a digital age is vital to maintaining public confidence and fighting crime across the board.

What does success look like?

- Improved education and awareness to help the public protect themselves from becoming victims.
- A visible emphasis on working with national and regional partners to develop a more effective national response.
- Increased confidence to report cyber and fraud offences.
- Increasing the number of successful cyber crime and fraud outcomes.

Hate crime

Tackle and prevent hate crime whilst protecting and supporting victims and minority groups.



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Why is it a priority?

A hate crime is any criminal offence which is perceived by the victim or any other person to be motivated by hostility or prejudice based upon the victim's personal characteristics (or perceived personal characteristics) such as disability, race, gender, religion or belief, sexual orientation, or transgender identity.

Whatever the reason, it is unacceptable. It can destroy lives, instil fear, and break down the fabric of communities. Victims of hate crime need to have the confidence to come forward to report, knowing they will be taken seriously and treated sympathetically by the police.

Hate fuelled physical and verbal attacks targeted at someone because of who they are, erodes away at social cohesion and leaves instead fear, animosity and divided communities where crime spreads easily. Minority populations are often vulnerable and disproportionately affected by crime and social issues. It is therefore important to take a stand, to take steps to prevent it, and to be active in supporting and protecting victims' rights across North Wales.

What will I do?

- I will monitor and scrutinise the Force's performance in tackling and dealing with hate crime.
- Review hate crime data and victim experiences to ensure hate crime victims receive the most appropriate service.
- Support and lead on regular hate crime awareness raising campaigns to encourage reporting.
- Continued dedicated support resource within the Victim Help Centre.
- I will champion and monitor the use of Restorative Justice and Out of Court Disposals, such as Checkpoint.

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What does success look like?

- Increased reporting of hate crimes.
- Appropriate support mechanisms for victims of all hate crime.
- Further improvement in the satisfaction statistics for victims of hate crime.
- Increased positive outcomes, restorative justice and out of court disposals.



Modern Slavery, Human Trafficking and Organised Immigration Crime

Collaboratively prevent and tackle Modern Slavery while best protecting and supporting victims.

Why is it a priority?

Modern Slavery is an encompassing term used to refer to the exploitation of vulnerable people through activities such as criminal and sexual exploitation, forced labour, domestic servitude, and human trafficking. It is often a feature of Serious and Organised Crime including drugs, money laundering and fraud. Its victims include the most vulnerable in our society (many of whom are children), often from disadvantaged and difficult backgrounds, frequently exposed to serious violence and abuse and all of them in need of an effective response.

Modern Slavery in North Wales can be very much a hidden crime. However, projections show that referrals are likely to follow a gradual upward trend over the next four years, with a 22% increase expected by 2027.

In the Force's assessment of risk, Modern Slavery presents one of the highest threat, harm, and risk crime types in North Wales. This is partly due to increases in Organised Immigration Crime and partly due to the complexity of Modern Slavery as a crime. There are also notable intelligence and resourcing challenges.

The highest levels of identified Modern Slavery in North Wales relate to child criminal exploitation, co-related with drug dealing activity and in particular County Lines criminality operating from the North-West of England. There are gaps in intelligence and there is a need to understand the extent of all forms of Modern Slavery affecting North Wales communities.

What will I do?

- I will continue to raise awareness of Modern Slavery in communities and businesses, especially in high-risk sectors.
- I will scrutinise the Force's performance in identifying victims, bringing offenders to justice and supporting victims.
- Lead the partnership approach through the Modern Slavery Services Providers Forum (MSSPF) and Vulnerability and Exploitation Board.
- As the lead convenor of the Serious Violence Duty, I will collaborate and plan to prevent and reduce exploitation and Modern Slavery involving children and young people across North Wales.
- I will ensure access to support services for victims.
- I will monitor and support the Force on its Modern Slavery Statement and relevant procurement practices.
- I will engage on a national level about Modern Slavery with key organisations including APCC, Anti-Slavery Commissioner, National Networks Coordinators' Forum.

What does success look like?

- Increased awareness and identification of Modern Slavery.
- More prosecutions using Modern Slavery legislation.
- More effective partnership working.
- Victims given support fit for their needs.
- Clean and ethical supply chains in the procurement of goods and services.





Priorities and objectives

A fair and effective criminal justice system

Domestic violence perpetrators

Prevent domestic violence re-offending through diversionary programme delivery and restorative justice.

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Why is it a priority?

Prioritising the tackling of domestic abuse perpetrators in North Wales is a vital step in ensuring the safety and well-being of individuals and communities. Through early intervention, support, and legal accountability, we can take significant strides in reducing domestic abuse and creating a safer, healthier environment for all.

The primary focus of addressing domestic abuse perpetrators is to protect victims from ongoing harm. By confronting the behaviours of perpetrators, the cycle of abuse can be stopped, victims can be supported to live safer, healthier lives and perpetrators can be supported in changing their offending behaviour.

Domestic abuse often escalates over time, with perpetrators becoming more violent and manipulative. Early intervention with perpetrators, whether through legal, psychological, or rehabilitation programmes can prevent this escalation, reducing the risk of severe injury or even fatalities.

What will I do?

- Implement a range of policies and support services aimed at addressing and reducing domestic abuse, including victim support, perpetrator intervention programmes, and public education to help prevent the cycle of abuse.
- Monitor and scrutinise the Force's performance in identifying perpetrators, investigating domestic abuse, and bringing perpetrators to justice.
- Leading the partnership approach to tackling the root causes of offending through the North Wales Criminal Justice Board.

What does success look like?

- Reoffending is reduced and rehabilitation is improved.
- Positive outcomes for both perpetrators and survivors.
- Changing perpetrator beliefs and attitudes towards women.



The North Wales Victims' Panel (Phase 2)

A North Wales Victims' panel that ensures victims' criminal justice experiences are heard and shared to inform service improvement and positive change.

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Why is it a priority?

The Police and Crime Commissioner's Victims' Panel was established in 2023. Its purpose is to give victims in North Wales a voice and improve services provided by Police, Courts, and Crown Prosecution Service (CPS). Only by listening and acting on lived experience can criminal justice agencies improve services.

The Panel is a priority because it empowers victims to instigate improvement and provides timely constructive feedback to agencies on the quality of services delivered to victims. The Victims' Panel is chaired by the Deputy Police and Crime Commissioner and is attended by members of the North Wales Victim Help Centre (VHC) and the Office of the Police and Crime Commissioner (OPCC).

The VHC is a commissioned service of the Commissioner and operated by Victim Support. The Panel meets one victim at a time and in any one session the Panel can meet up to eight victims.

What will I do?

- I will continue to convene the Victims' Panel every quarter.
- I will ensure that we talk to victims who have experience of every stage of the criminal justice system, so that we have an end-to-end view.
- I will share findings from the Panel meetings with other criminal justice agencies.
- Meet with those criminal justice agencies to discuss what actions need to be taken in light of the victims' experiences.
- Lead the partnership approach to ensure that victims have confidence in each stage of the criminal justice system (via the North Wales Criminal Justice Board).

What does success look like?

- Involving victims in the scrutiny and improvement of victim services.
- An effective panel and system with actions to improve services.

Equality, diversity, inclusion and ethics

Why is it a priority?

Policing in the UK is by consent. This makes it vital to have the trust, support and confidence of all communities when planning and managing policing services. There are instances where policing has fallen below the expectations of Black communities. I am therefore pleased to be a key part of the work to improve this.

The Criminal Justice Board for Wales Anti-Racism Action Plan is pivotal in structuring improvements by all Criminal Justice Partners in Wales. I welcome this plan and the oversight it brings to ensuring a fairer policing system in Wales. My Office is actively working to support and implement this work.

Workforce representation is also key to policing by consent and delivering fair policing services. North Wales Police needs to be representative of all people and communities in North Wales, whether that is by gender, sexual orientation, race, religion, or any other protected characteristic. Together with the Force I have a Joint Strategic Equality Plan 2023-2027, which sets out all our equality objectives. Improving workforce representation is a cornerstone of this work.

I cannot discuss equality and inclusion without also referring to the new Code of Ethics (ethical policing principles) launched in January 2024. Recently, across the country, we have seen criminal offences, misconduct and unethical behaviour carried out by police officers and staff that has severely damaged confidence in policing. The findings of the Casey Review, the Angiolini Inquiry, and Operation Hotton were shocking. Policing must demonstrate its ability to respond to these profound challenges and at the core is a strong commitment to ethical standards.



What will I do?

- I will support the Force in promoting the Code of Ethics throughout the organisation and seek assurance that all officers and staff always consider the principles of the Code. My office supports the Board of Ethics and welcomes the independence of its Chair.
- We will work together to continue to embed the Code's principles and to ensure a North Wales Police fit for purpose in the 21st Century.
- I will monitor the Force on its activity to increase and improve workforce representation over the period of this plan.

What does success look like?

- I will engage with the Criminal Justice Board for Wales Anti-Racism Plan Taskforce and I will ensure resources are committed to support the delivery of the Plan.
- A workforce with great understanding and application of the Code of Ethics which is embedded within its organisational culture.
- A more diversely represented workforce.

Finance and resources

In order to demonstrate the important relationship between the police and crime priorities identified in this plan, and the resources needed to deliver those priorities, a summary of the financial position follows.

Of my entire net budget of £200.281m in 2024/25, I allocated a net budget of £197.318m to the Chief Constable for the delivery of policing in North Wales.



The funding of North Wales Police

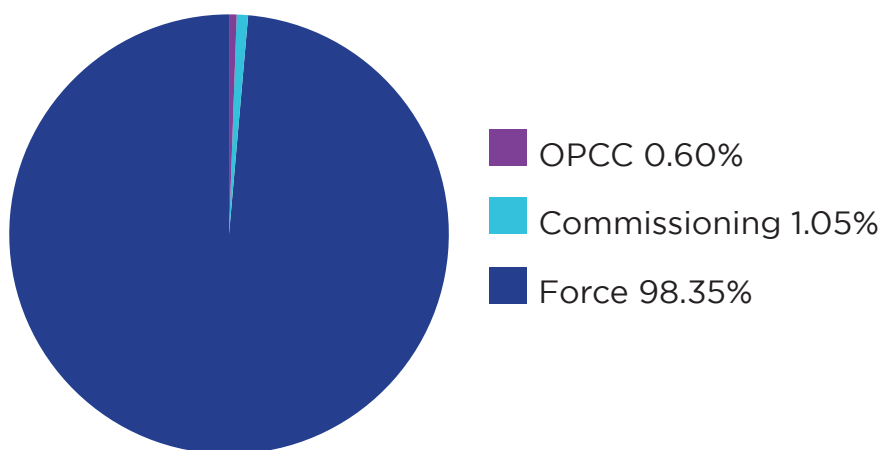
I receive funding from two main sources in order to fund North Wales Police, my Community Safety Fund, and my Office.

In 2024/25 government grants funded 46.9% of my budget, with the remaining 53.1% coming from council tax.

A comprehensive spending review is planned for 2025, and the Police Funding Formula remains under review. Together, these will determine how much we receive in government grants, and this creates a high degree of uncertainty, particularly from 2026/27 onwards.

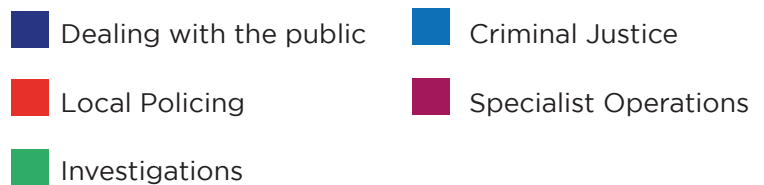
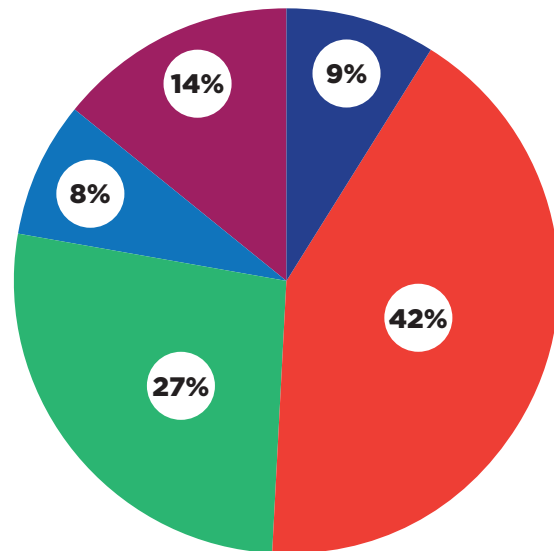
Full details of the 2024/25 budget and the working assumptions for later years are shown in the Medium-Term Financial Plan.

Allocation of the Commissioner's Budget in 2024/25



Financial resources are expected to remain a significant challenge for the Force and OPCC. In addition to the £45.1m per annum savings which have been achieved since 2010/11, additional savings will be required to ensure the budget can be balanced in the medium to long term, with a number of issues continuing to create financial uncertainty.

North Wales Police Budget Allocation



Where the money is spent

This Police and Crime Plan focuses on many key areas. However, this must be balanced with the need to continue local policing services and the neighbourhood policing model, whilst also ensuring that all those working on the front line have adequate back office support in order to maximise the time they are able to spend delivering police services.

As this plan highlights throughout, it is important that we continue to invest in the technology and digital capability that positions us to deal with the challenges that we are likely to face in the future.

As a result, we will continue to deliver against an ambitious change programme to make the best use of digital technology.

To ensure resources are used to best effect, I will adhere to the following principles:

- I will target resources to fulfil my statutory responsibilities and deliver my police and crime priorities.
- I will work with partners to ensure services are delivered in the most effective way.
- Ensure we get the maximum financial and social benefit for the people of North Wales. I am committed to the principles of the Public Services (Social Value) Act 2012, the Wellbeing of Future Generations (Wales) Act 2015 and the Modern Slavery Act 2015 which are embraced within my Social Value Policy.
- I will ensure that officers and staff are appropriately equipped and have adequate support services to maximise the time they have available to deliver policing services.

To ensure that resources are used appropriately, I will monitor income and expenditure throughout the life of this Police and Crime Plan. His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) value for money profiles will assist me with this work, by enabling me to compare North Wales Police with other police forces.

Capital Investment

The largest single item of capital expenditure in the next few years will be a new police station in Holyhead. There is a rolling replacement programme for our vehicles and plans to replace and upgrade information technology and communication equipment.

Sustainability and decarbonisation

Under the 2008 Climate Change Act, Wales is required to contribute to the UK 2050 Net Zero target and the UK's carbon budgets. The Act assigns to Welsh Ministers the duty to report on the Welsh Government's objectives, actions, and future priorities regarding the impacts of climate change. The Well-Being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016 contribute to the legislative framework for Wales' transition to becoming Net Zero, with further legislation being developed during 2021 setting interim emissions targets on the pathway to Net Zero Wales. The Welsh Government developed a 'route map for decarbonisation' for the Welsh Public Sector to have Net Zero Carbon Status by 2030.

In line with legislation and this wider strategy, forces have developed an All-Wales Sustainability and Decarbonisation Strategy, focusing on carbon reduction, sustainable travel, positive procurement, minimising waste, biodiversity, culture and community, and health & wellbeing. Forces have produced both common and force specific objectives against the strategy, in a bid to reducing carbon emissions and improving environmental performance, recognising that the 2020s are a critical period for making progress through to 2030 and beyond.

It is likely that progress over the course of this Police and Crime Plan will include actions to reduce power and heat demands within buildings by increasing usage of low energy and renewables technologies, increasing the number of electric vehicles within the Fleet, continued assessment of contracts in relation to sustainability and social value issues, increasing the biodiversity value of the Estate and improving waste management and circular economy opportunities. Specific funds, a Governance structure and reporting mechanisms have been put in place for North Wales Police to deliver on the strategy and its objectives.

Reserves and resilience

As one of the emergency services, the Force can sometimes find itself faced suddenly with one or more large scale operations with significant financial impact. To address this risk and reduce the impact of such incidents on day-to-day policing, it is necessary to hold substantial reserves. This ensures that emergency responses can be determined by policing need rather than affordability.

In addition, reserves may be used on a one-off basis to partially mitigate the effect of any future changes to government grant.

The General Reserve (£6.120m at 31 March 2024) is used to fund day to day cashflow needs, and to provide the first line of resilience. The Group Statement of Accounts provides full details of my usable reserves, and any planned use.



Governance and accountability

To ensure we are delivering on the Police and Crime Plan priorities, I have put in place a performance framework. This framework enables us to measure the effectiveness of efforts against the plans objectives by applying clear, measurable, achievable, relevant metrics and targets, allowing us to transparently track progress and demonstrate accountability.

The performance framework will include specific targets and key performance indicators that reflect the goals of the plan and will be regularly monitored and reviewed throughout the lifecycle of the plan. Regular updates on our performance will be shared with the North Wales Police and Crime Panel and I will keep the public informed.

I will publish what the Key Performance Indicators are and regularly publish updates on our progress in meeting the set targets on my website. I will highlight success and address areas needing improvement. By aligning this framework with our core strategic objectives, we aim to provide a consistent, high-quality service and build greater community confidence in policing and increased overall safety in North Wales.

UK Government has also introduced a Neighbourhood Policing Guarantee under their Plan for Change, setting out what communities should expect from their neighbourhood policing team. Neighbourhood policing is a key priority within my plan, the guarantee greatly reflects my objectives for local policing, and I am committed to monitoring and evaluating its delivery.

The local area, its people and their needs

6 Local Authorities

Isle of Anglesey **68,900**

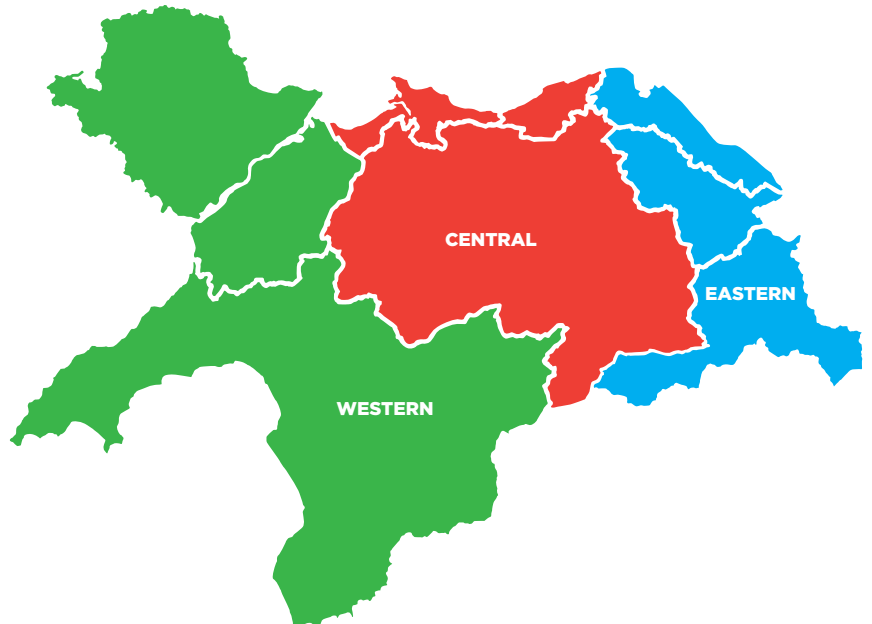
Gwynedd **117,400**

Conwy **114,800**

Denbighshire **95,800**

Flintshire **155,000**

Wrexham **135,100**



- **Population - 700,000**
- **Area - 6,172 km²**
- **An increasing population 65+**
- **A decreasing population under 15**
- **41% speak Welsh**
- **96.8% identify as White**

Police and Crime Plan 2025-2028

North Wales is regarded as one of the most beautiful regions of the United Kingdom. It has a resident population of almost 700,000 people living across an area of 6,172 km² with an average rate of 113.6 per square kilometre. North Wales consists of six local authority areas, namely Anglesey, Conwy, Denbighshire, Flintshire, Gwynedd, and Wrexham. Flintshire is the most densely populated (356 persons per square kilometre) and Gwynedd is the least densely populated (49 persons per square kilometre).

North Wales consists of one Health Board, Betsi Cadwaladr University Health Board, with three main hospital sites. It is also served by North Wales Fire and Rescue Service. North Wales also hosts Holyhead Port, a commercial and ferry port, typically seeing more than two million passengers a year. There is also a prison at HMP Berwyn, near Wrexham. The North Wales Police area is broken down into three policing areas, Eastern, Central and Western.

According to the Wales Index of Multiple Deprivation, North Wales includes 33 areas highlighted as among the 10% most deprived in Lower Layer Super Output Areas (LSOAs) in Wales. The region has an aging population, particularly in rural and coastal areas. The population aged 65+ has increased whilst the proportion aged 15 and under has fallen, a trend forecast to continue. The population of North Wales is much less ethnically diverse than across England and Wales as a whole. 96.8% of the population (665,147 people) identified as White in the 2021 Census.

Welsh-speakers in North Wales form a higher proportion of the population than the other Welsh regions (Statistics for Wales, Statistical Release North Wales, 2020). In 2020 North Wales had 279,300 residents who can speak Welsh (Stats Wales Annual Population Survey 2021). This equates to 41% of the overall population across the six local authorities.

The region has diverse geographic characteristics such as extensive rural communities with the mix of busy towns and coastal resorts, it is also close to large urban areas such as Liverpool and Manchester. Uniquely, each presenting their own challenges.

The service delivery landscape

North Wales Police delivers a wide range of law enforcement activities including:

- **Crime prevention and investigation:** responding to crime reports, investigating incidents and pursuing offenders.
- **Public safety:** preventing and responding to antisocial behaviour, ensuring road safety, protecting the vulnerable and addressing issues like domestic violence.
- **Counterterrorism and national security:** working with national agencies to prevent and respond to terrorism related threats.
- **Specialist services:** providing dedicated units for cybercrime serious organised crime counter terrorism and child protection.

Community safety initiatives

The community safety landscape is shaped by close collaboration between police, local authorities, health services and other key partners. There are several key initiatives and frameworks aimed at reducing crime and enhancing community safety including:

- **Community Safety Partnerships (CSPs):** local CSPs are statutory partnerships between local authorities, the police and other agencies (i.e. fire, health, voluntary sector) aimed at reducing crime and disorder at a local level.
- **Crime Reduction Strategies:** the police work with local authorities to implement crime reduction strategies tailored to specific community needs. These include youth diversion programmes, antisocial behaviour interventions and public awareness campaigns on topics such as road safety or drugs use.
- **Restorative Justice Programmes:** North Wales Police and local justice partners support restorative justice initiatives enabling victims and offenders to engage in mediated discussions aimed at repairing harm and fostering accountability.



Key interdependent partnership policies, protocols and strategies

North Wales Police works within a coordinated framework involving local authorities, the third sector, the health board and criminal justice agencies. Some key partnership policies and strategies include.

The North Wales Criminal Justice Board: This board brings together key criminal justice stakeholders including the police, the Crown Prosecution Service (CPS), courts, probation services and local authorities. The Criminal Justice Board focuses on improving efficiency, ensuring effective management of cases, and reducing delays in the justice process.

Vulnerability and Exploitation Board: The Commissioner collaborates with police, health, local authorities, safeguarding agencies and the third sector to provide a coordinated response to vulnerable individuals, including children at risk of harm and exploitation. This partnership focuses on sharing information and resources to safeguard at risk individuals more effectively.

Prevent Strategy: This is part of the UK government's broader counterterrorism strategy, with a focus on preventing individuals from being drawn into terrorism. North Wales Police works with local councils and other stakeholders to engage with communities, address underlying vulnerabilities and offer early intervention services.

Tackling Domestic Abuse: A comprehensive strategy exists to address domestic abuse in the region which includes both preventative measures (education and awareness) and responsive measures (specialist domestic violence units, coordinated responses between police, health and support services).

North Wales Youth Justice Strategy: This strategy aims to reduce youth crime through early intervention diversion programmes and working closely with schools, youth services and other partners. This integrates restorative justice practises and support for families.

Serious Violence Prevention: The Serious Violence Duty is a key part of the UK Government's programme of work to collaborate and plan to prevent and reduce serious violence; taking a multi-agency approach to understand the causes and consequences of serious violence, focusing on prevention and early intervention. The Police and Crime Commissioner leads on this work on behalf of the North Wales Serious Violence Prevention Partnership which includes all local authorities, the health board, youth offending teams, the Probation Service and North Wales Fire and Rescue Service.

Public Health Approach to Crime and Violence: In line with national trends North Wales Police has increasingly adopted a public health approach to tackling violence, including drug and alcohol misuse, exploitation and youth violence. This involves collaboration with health professionals to understand and address the root causes of offending behaviours.

Criminal Justice System Integration: Courts and Probation Services – North Wales Police is integral to the local criminal justice process, with close links to courts and probation services. For instance, officers work with the Probation Service on risk assessments for offenders released into the community and contributes to the rehabilitation of offenders through community-based initiatives.

Sentencing and Rehabilitation: Collaboration with the Welsh Government and community safety partnerships focuses on ensuring that offenders receive appropriate sentences, ranging from community orders to custodial sentences. This also includes support for rehabilitative initiatives such as drug treatment programmes and community-based supervision.



Bespoke services commissioned to support the plan

Police and Crime Commissioners are responsible for commissioning local support services for victims of crime. It is recognised that not everyone reports crime, and some people are victims of incidents that are classed as 'non-crime' (such as ASB). These victims may still need support to cope and recover, so support is offered, regardless of whether they have reported the matter to the police.

The Police and Crime Commissioner receives a grant from the Ministry of Justice to commission additional victim support services. The Commissioner is also able to secure additional funding from government and other sources to provide support to victims and prevent and tackle crime.

The Commissioner strategically commissions a range of services to meet statutory responsibilities and the priorities of the Police and Crime Plan. These services are funded through a mix of contracts and grants, generally over a medium to long term period. Strategically commissioned services include the following.

Victims' services

Services are commissioned to provide support for victims of crime to help them cope and recover from the harm they have experienced. This includes generic services for victims of crime as well as specialist services for victims of sexual violence and domestic abuse.

Our Victim Help Centre staff are trained to give free and confidential information and support to victims of crime. They help people make sense of what they've been through, tell them about the choices they can make and help them get their lives back under control again. The Domestic Abuse Support Unit (DASU) provides a range of confidential quality services that value and respect survivors of domestic abuse.

The Rape and Sexual Abuse Support Centre (RASASC), provides information, specialist support and therapy to anyone aged 3 and over who has experienced any kind of sexual abuse or violence. RRASASC provides support and therapy to people and families who have been affected by sexual abuse and violence whether recently or historically.

Diversion services

Services are offered to divert adults away from the criminal justice system by providing support to reduce re-offending. Checkpoint Cymru is a voluntary programme that tackles underlying causes of offending behaviour such as mental health problems and substance misuse. It aims to divert low and medium adult offenders away from the Criminal Justice System by providing a credible alternative to prosecution, identifying and supporting relevant needs and the 'critical pathways' out of crime.



Substance misuse services

To provide support for those in the criminal justice system to address their substance misuse with the intention of reducing re-offending.

The Libra service, due to launch in March 2025, aims to engage with substance using offenders in police custody. Supporting them to reduce offending, improve their health and social functioning, engage with multi-agency support and make sustainable lifestyle changes. These can be challenging environments to deliver treatment services within, especially when engaging with individuals who may be particularly anxious, mistrustful and vulnerable. The overarching aim of the service is to provide seamless integrated support to drug and alcohol using offenders.

Children and young people diversionary activity

To provide sporting and other activities which divert vulnerable and at-risk children and young people away from crime and enable them to reach their potential.

The Commissioner provides a range of grants for organisations supporting children and young people. These include the Summer Sports Fund which encourages clubs and youth organisations to apply for funding towards sporting activities over the summer. The aim is to combat issues of antisocial behaviour by keeping children and young people occupied in a positive way, promoting teamwork and exercise, in a fun and inclusive atmosphere for everyone.

Serious Violence Prevention

The Serious Violence Prevention Partnership has invested in a range of projects delivered by the Community Safety Partnerships. One of these is an initiative by Plan UK to run a series of events and activities in North Wales with inspirational speakers, workshops and collaborative discussion for both young men and boys and the professionals that support them, to create a vision for a future Wales without gender-based violence.

Cyber crime and Fraud

Get Safe Online is one of the UK's leading sources of unbiased, factual and easy-to-understand information to ensure online safety. The Get Safe Online Police Cyber Programme offers clear, expert, unbiased, practical advice to support communities.

The programme enables the Office of the Police and Crime Commissioner and the Force to deliver up-to-date, easy to understand, practical information and advice to businesses and communities to encourage safety online with the support of experienced individuals in cyber crime awareness and prevention.



How the plan has been developed

My Police and Crime Plan has been developed principally through a fully bilingual public consultation that ran from 15 July to 27 September 2024 and the feedback received has been incorporated into this plan and its priorities. As well as this survey, the plan has also been formed taking into account priorities laid out within the North Wales Police Strategic Assessment and the national Strategic Policing Requirement.



Public consultation

The primary objectives of the survey were:

- To address the concerns of local communities and incorporate them into the Police and Crime Plan and policing strategies for North Wales.
- To ensure residents have a voice in shaping future services and resource allocation.
- To represent and reflect the views of all sections of the population in the Force's priorities and policing approach.

In total 4,667 public responses were received to the consultation, of whom 4,542 responded in English and 125 responded in Welsh. However, many more indicated they could speak Welsh fluently but chose to complete the survey in English. The survey could be completed online, which was the case for the vast majority of responses, or via a paper copy. An Easy Read version of the survey was also created to ensure the consultation was made as accessible as possible to a broad range of abilities within the community.

The 2024 consultation demonstrated a remarkable increase in engagement across all metrics. Total responses more than doubled, with a 104.6% increase from 2,281 responses in 2021, to the 4,667 surveys completed in 2024. Notably, Welsh language responses saw a substantial rise of 257.1%.

Police and Crime Plan 2025-2028

Those taking part were located broadly proportionally across the six counties of North Wales according to their relative populations. Over half (54%) of respondents were female and the majority had at least some ability in the Welsh language, with only 22% saying they had no Welsh language ability at all. The age range skewed more to older people reflecting the older population profile of North Wales, but nearly 250 people aged 24 and under, took part. The numbers of LGBTQ+ (4%) and people with a disability (22%) were largely in line with their proportion of the overall population of the UK.

These significant improvements in engagement rates reflect the effectiveness of the expanded marketing strategy and the OPCC's commitment to gathering a diverse range of inputs into the Police and Crime Plan.

Marketing Strategy

The OPCC Communications and Engagement team led the marketing efforts for the survey. The primary channels for communicating and promoting the consultation survey included social media posts (organic and paid content) across all platforms, email marketing campaign, out-of-home advertising at various locations across North Wales, distribution of paper copy packs to police stations and libraries across the region, and articles in North Wales news and media outlets.

The survey was also cascaded via business and hospitality organisations, as well as farming unions to ensure the voice of the business community was heard. All town and community councils, and all county councillors across the region were contacted to either seek their views, or to request they shared the consultation via their personal social media and other channels to their electors.

The team also engaged specifically with young people and all schools and centres of education across the region were contacted and encouraged to share news of the consultation with pupils, students, parents and guardians.



North Wales Police Strategic Assessment

The North Wales Police Strategic Assessment considered the threats posed by the most serious and organised crime facing communities in North Wales in 2023/24. As well as drug and sexual offending, the growing problem of exploitation by local and global criminal actors was a key theme of the assessment.

It set out the needs of communities in the areas of Modern Slavery, organised drug supply, organised immigration crime, child sexual exploitation, domestic abuse, child protection, Hate Crime, rape and sexual offences, driving under the influence, missing persons, and fraud. These needs have been incorporated into the Police and Crime Plan.

Strategic Policing Requirement

The Strategic Policing Requirement (SPR) was first issued in July 2012, in accordance with section 77 of the Police Reform and Social Responsibility Act 2011. The SPR sets out the Home Secretary's view of what the current national threats are, and the national policing capabilities needed to counter those threats. Police and Crime Commissioners and Chief Constables must consider the SPR when carrying out their functions.

The national threats set out in the SPR are:

- Violence against women and girls
- Terrorism
- Serious and Organised Crime
- A national cyber incident
- Child sexual abuse
- Public disorder
- Civil emergencies



The inclusion of violence against women and girls as a national threat sets clear expectations for:

- Local and regional police capabilities to tackle violence against women and girls.
- How local forces work with others, including collaborating with other agencies.

Again, the contents of the SPR have been factored into this Police and Crime Plan as appropriate.



COMMUNITY REVIEW PRE-QUESTIONNAIRE

Name (please print):	
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Which Town / Community does your submission relate to?	
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Question 1.

CURRENT COUNCIL MAKE-UP	
How many Councillors have been co-opted since the 2022 elections?	
Do you have any seats that are currently vacant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how many?	

Question 2.

EXTERNAL BOUNDARY AND AREA CHANGES	
Are there any issues that need addressing regarding the current Community boundaries?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details?	

Question 3.

INTERNAL WARDS BOUNDARIES

Are you happy with your current wards?

Yes

No

If no, what can be changed?

Question 4.

CHANGES TO COUNCILLOR NUMBERS IN THE TOWN / COMMUNITY

Are you happy with the number of councillors on the Community Council?

Yes

No

If no, how can it be improved?

Question 5

PLEASE PROVIDE ANY ADDITIONAL INFORMATION HERE

Datganiad i'r wasg

Llun 20 Ionawr 2025

Dweud Eich Dweud ar Ddyfodol Trafnidiaeth yng Ngogledd Cymru

Gall teithio o amgylch Gogledd Cymru fod yn her. Fel rhanbarth wledig gyda rhwydweithiau rheilffyrdd a ffyrdd yn aml o dan bwysau, nid oes llawer o amheuaeth bod angen gwella trafndiaeth a chysylltedd lleol. Heddiw, mae ymgynghoriad cyhoeddus 12-wythnos yn cael ei lansio, sy'n rhoi'r cyfle i breswylwyr, busnesau, ac ymwelwyr siapio dyfodol teithio yn y rhanbarth.

Mae Uchelgais Gogledd Cymru, sydd hefyd yn gwasanaethu fel Cyd-Bwyllgor Corfforedig y rhanbarth – gyda chyfrifoldeb dros gynllunio trafndiaeth, cynllunio defnydd tir strategol a gwella lles economaidd, yn gwahodd adborth ar gynllun drafft Trafnidiaeth Rhanbarthol Gogledd Cymru. Mae'r ddogfen yn nodi polisiau ac ymyriadau strategol ar gyfer y pum mlynedd nesaf, gan gwmpasu pob dull o deithio, gan gynnwys rheilffordd, ffyrdd, bws, cerdded a beicio, gyda'r nod o ddarparu gwell opsiynau teithio, gwella cysylltedd digidol, a lleihau effeithiau amgylcheddol.

Mae'r ymgynghoriad yn cynrychioli ymdrechion ac arbenigedd Cyd-Bwyllgor Corfforedig Gogledd Cymru, ei Is-bwyllgor Trafnidiaeth a'i bartneriaid, gan gynnwys awdurdodau lleol, Trafnidiaeth Cymru a Llywodraeth Cymru.

Dywedodd y Cynghorydd Goronwy Edwards, Cadeirydd yr Is-bwyllgor Trafnidiaeth: "Mae hwn yn gyfle i bobl ddweud wrthym beth sy'n bwysig iddyn nhw a sut y gallwn ni wella cysylltiadau trafndiaeth ar draws y rhanbarth. Mae systemau trafndiaeth effeithiol yn cysylltu pobl â gwasanaethau hanfodol, yn cysylltu busnesau â gweithwyr a chwsmeriaid, ac yn cefnogi economi ffyniannus. Rwy'n annog preswylwyr i gymryd rhan a dweud eu dweud."

Ychwanegodd y Cynghorydd Dafydd Rhys Thomas, Is-gadeirydd y Pwyllgor y canlynol: "Mae cysylltiadau trafndiaeth dda yn hanfodol i'n cymunedau. Maen nhw'n lleihau unigedd mewn ardaloedd gwledig, yn gwella mynediad at wasanaethau fel gofal iechyd ac addysg, ac yn rhoi hwb i economïau lleol drwy ddenu ymwelwyr a chefnogi busnesau bach. Dyna pam rydyn ni'n awyddus i gael cymaint o fewnbwn â phosibl fel y gallwn weithio gyda'n gilydd i greu rhwydwaith trafndiaeth sy'n gweithio i bawb ar draws y rhanbarth."

Nod y cynllun yw llunio polisi a buddsoddiad trafndiaeth hyd at 2030, gan ddisodli cynlluniau trafndiaeth leol presennol er mwyn cyd-fynd â blaenoriaethau cenedlaethol. Mae'n cael ei ystyried yn hanfodol i sicrhau bod Gogledd Cymru yn cwrdd â heriau economaidd yn y dyfodol, yn cefnogi teithio cynaliadwy, ac yn cyfrannu at amcanion hinsawdd.

Mae'r ymgynghoriad yn rhedeg tan 14 Ebrill 2025 – gyda chais i drigolion Gogledd Cymru i beidio â cholli'r cyfle i ddylanwadu ar ddyfodol trafndiaeth yn y rhanbarth drwy ymweld â: <https://bit.ly/CTRhGCymgysylltu-rhithwir>.

Diwedd

Ar gyfer ymholiadau cyfryngau cysylltwch â: Bethan Angharad Airey

BethanAngharadAirey@uchelgaisgogledd.cymru/ media@uchelgaisgogledd.cymru/ / 07385 223271

Gwybodaeth i olygyddion

1. Mae'r ymgynghoriad yn rhedeg o 20^{fed} o Ionawr 2025 am 12 wythnos. Rhaid cyflwyno ymatebion erbyn 23:59pm ar yr 14^{eg} o Ebrill 2025.
2. Uchelgais Gogledd Cymru sy'n gyfrifol am gefnogi cyflawni Cynllun Twf y rhanbarth a nhw hefyd yw Cyd-Bwyllgor Corfforedig Gogledd Cymru (CJC) - gyda chyfrifoldebau am gynllunio trafndiaeth rhanbarthol, cynllunio defnydd tir strategol, a gwella lles economaidd.
3. Mae'r CJC yn cynnwys aelodau cynrychioliadol o chwe chynngor Conwy, Sir Ddinbych, Sir y Fflint, Gwynedd, Ynys Môn, a Wrecsam, yn ogystal ag Awdurdod Parc Cenedlaethol Eryri ar gyfer materion cynllunio. Fel y CJC, mae Uchelgais Gogledd Cymru yn ceisio barn ar ddrafft Cynllun Trafnidiaeth Rhanbarthol Gogledd Cymru, sy'n amlinellu ein polisiau a'n hymyriadau strategol ar gyfer y pum mlynedd nesaf ar draws gwahanol ddulliau teithio. Y nod yw cyhoeddi a mabwysiadu ein Cynllun Trafnidiaeth Rhanbarthol yn ystod Haf 2025.
4. Mae'r cynllun drafft a'r holiadur ymgynghori ar gael ar-lein mewn [ystafell arddangos rithiol](#). Gall ymatebion hefyd gael eu hanfon ar e-bost i northwalesregionaltransportplan@arup.com neu eu hanfon drwy'r post i:
FREEPOST UGC / ANW.

Mae copïau papur o'r ddogfen ymgynghori ar gael mewn llyfrgelloedd cyhoeddus ym mhob sir. Mae posib gofyn am fformatau hygyrch trwy e-bostio northwalesregionaltransportplan@arup.com neu drwy ffonio 01172 405 350.



Press release

20 January 2025

Have Your Say on the Future of Transport in North Wales

Getting around much of North Wales can be a challenge. As a largely rural region with rail and road networks often under pressure, there is widespread agreement that local transportation and connectivity need improvement. Today, a 12-week public consultation launches, giving residents, businesses, and visitors the chance to shape the future of travel in the region.

Ambition North Wales, which also serves as the region's Corporate Joint Committee - with responsibility for regional transport planning, strategic land use planning and enhancing economic well-being, is inviting feedback on the draft Regional Transport Plan for North Wales. The document sets out strategic policies and interventions for the next five years, covering all modes of transport, including rail, road, bus, walking, and cycling, and aims to provide better travel options, improve digital connectivity, and reduce environmental impacts.

The consultation represents the collective efforts and expertise of the North Wales Corporate Joint Committee, its Transport Sub-Committee and partners, including local authorities, Transport for Wales and the Welsh Government.

Councillor Goronwy Edwards, Chair of the Transport Sub-Committee, said: "This is an opportunity for people to tell us what's important to them and how we can improve transport links across the region. Effective transport systems connect people to essential services, link businesses to employees and customers, and support a thriving economy. I urge residents to get involved and have their say."

Councillor Dafydd Rhys Thomas, Committee Vice-chair, added: "Good transport links are vital for our communities. They reduce isolation in rural areas, improve access to services like healthcare and education, and boost local economies by attracting visitors and supporting small businesses. This is why we are keen to get as much input as possible so we can work together to create a transport network that works for everyone across the region."

The plan aims to shape transport policy and investment up to 2030, replacing local transport plans and aligning with national priorities. It is seen as essential to ensure that North Wales meets future economic challenges, supports sustainable travel, and contributes to climate goals.

The [consultation](https://northwalesregionaltransportplan.virtual-engage.com) runs until 14th April 2025 – North Wales residents are urged not to miss the opportunity to influence the future of transport in the region by visiting: northwalesregionaltransportplan.virtual-engage.com

Ends

For media enquiries please contact: Bethan Angharad Airey

BethanAngharadAirey@uchelgaisgogledd.cymru / media@uchelgaisgogledd.cymru / 07385 223271

Notes to editors

1. The consultation runs from 20th January 2025 for 12 weeks. Responses should be submitted by 23:59pm on 14th April 2025.
2. Ambition North Wales is responsible for supporting the delivery of the region's Growth Deal and is also the North Wales Corporate Joint Committee (CJC) – with responsibilities for regional transport planning, strategic land use planning, and enhancing economic well-being.
3. The CJC includes representative members from the six councils of Conwy, Denbighshire, Flintshire, Gwynedd, Isle of Anglesey, and Wrexham, as well as Eryri National Park Authority for planning matters. As the CJC, Ambition North Wales is seeking views on the draft North Wales Regional Transport Plan, which outlines our strategic policies and interventions for the next five years across various modes of transport. The aim is to publish and adopt our Regional Transport Plan in the Summer 2025.
4. The draft plan and consultation questionnaire are available online in a [virtual exhibition room](#). Responses can also be emailed to northwalesregionaltransportplan@arup.com or sent by post to:
FREEPOST UGC / ANW.

Paper copies of the consultation document are available at public libraries in every county. Accessible formats can be requested by emailing northwalesregionaltransportplan@arup.com or calling 01172 405 350.